

Microsoft®

Internet Explorer 7

Course Outline

Foundation Level

TERMINOLOGY AND CONCEPTS

- World Wide Web (WWW) vs. the Internet
- HTTP (Hypertext Transfer Protocol)
- URL (Uniform Resource Locator)
- Hyperlinks
- ISP (Internet Service Provider)
- FTP (File Transfer Protocol)
- Web sites and URLs
- Web Browser
- Cookies
- Internet cache

USING MICROSOFT INTERNET EXPLORER

- Microsoft Internet Explorer program
- Zoom
- Hyperlinks
- Navigating through Web sites
- Back and Forward buttons
- Forcing a Web page to display within a new window
- Forcing a Web page to display within a new tab
- Switching Between Tabs
- Quick Tabs
- Tab List
- Stop button
- Refreshing Web pages
- Internet Explorer icons
- Copying a picture from a Web site page
- Saving a picture on a Web page as a picture file
- Copying a Web address to a document
- Saving a Web page
- Downloading files from a Web page

SEARCH ENGINES

- Search Engines
- Searching using Instant Search
- Searching using the Address Bar
- Adding new search engines
- Temporarily changing the search engine
- Changing the default search engine
- Using keywords and phrases
- Don't use a single search word!
- Using + and " symbols to narrow your search

GETTING HELP

- Displaying Help
- Help Demos
- Browsing for Help
- Asking for help
- Printing Help sheets

CUSTOMIZING INTERNET EXPLORER

- Setting your Home Page (i.e. opening page)

- Setting multiple Home Pages
- Revisiting Web pages via the address bar
- Displaying your viewing history
- Deleting a history item
- Deleting the entire browsing history and temporary files
- Customizing history options
- Adding a Web page to your favorites
- Opening a favorite (bookmark)
- Creating a new favorites folder
- Moving a favorite to a folder
- Renaming a bookmark
- Deleting a bookmark
- Adding a Web page to a specified bookmark folder
- Toolbars
- Disabling picture display
- Setting your Default Browser
- Installing Add-ons

FEEDS

- What are feeds?
- Viewing Web pages containing feeds
- Subscribing to feeds
- Viewing subscribed feeds
- Unsubscribing from Feeds

SECURITY ISSUES

- Web based forms
- Protected sites
- Digital certificates
- Encryption
- The dangers of surfing!
- Protecting your credit cards
- Firewalls
- Pop-Up Blocking
- Information Bar
- Phishing Filter
- Parental Filtering
- Windows Update

PRINTING ISSUES

- Previewing Web pages
- Page Setup
- Printing the entire Web page
- Printing a selected area on a Web page
- Printing selected frames within a framed Web site