

# Internet Shortcuts & Tips

## April 2010 Newsletter:

How's this for a website? A website that provides link to other popular websites – hundreds of them! Check out - [www.AllMyFaves.com](http://www.AllMyFaves.com) – it may be the only site you need to save!

## January 2010 Newsletter:

### Open Links in New Tabs

Click a weblink with your mouse scroll wheel to automatically open it in a new tab within your browser.

## April 2009 Newsletter:

Being able to see what you are working on is one key to being comfortable with your computer. Whether it's a permanent or temporary sight condition, here are some ways to increase font and icon sizes to make things easier on your eyes.

### Internet Explorer –

Older versions – use the View menu to select Text Size

Newer versions – click the drop down arrow on the Page menu to select Text Size

Select a font option – smallest to largest.

## June 2008 Newsletter:

### Internet Browsers:

It's no secret that Internet Explorer is attacked more often than other browser programs. That's what happens when you're the most popular! Moving to Firefox or Safari was a step in combating attacks because they were less popular, so less often a target.

Now that Firefox and Safari have gained popularity, and their share of attackers, here are some other up and coming alternatives.

**FLOCK:** This browser includes a lot of social-networking functionality. It brings with it links to sites and services like Blogger, FaceBook and You Tube.

**OPERA:** Thumbnails provide immediate access to your favorite destinations. You can add widgets that display inside the browser and it has a built-in RSS reader and site specific settings.

Something to remember: as a user of these newer browsers – not all web pages will display properly; as a web page designer – time to download these and check your site(s) in these new browsers for compatibility issues!

## February 2008 Newsletter:

### Internet Searching:

As the Internet grows, you need to be savvier about keeping your search results to a reviewable number:

To find a combination of words, put plus signs (+) between them in your search text.

To omit a word from your results, use a minus sign (-) before it in your search text.

Search just web page titles:

**intitle:**search text

Search only URL addresses:

**inurl:**search text

Search for specific file types:

**filetype:**doc search text (for word documents)

pdf = adobe acrobat

rtf = rich text format

wk1 = lotus 1-2-3

swf = shockwave flash

xls = excel

txt = text

ppt = powerpoint

Search only the body of web pages:

**intext:**search text

Search only a specific site:

**site:**website.com search text

## Sept 2007 Newsletter:

Reduce your search results to those more applicable by incorporating some of these simple steps:

Put quotation marks around your query—"air conditioning" - this creates a query for the entire phrase rather than each individual word.

Use the minus (-) sign—"Shakespeare-William" - this tells the search engine to eliminate the word or phrase following the minus sign

Get Definitions—use the modifier 'define' as a handy way to turn the search engine into a dictionary (you may need a colon after define in some engines)

Ask in plain English—try everything, rather than racking your brain for alternative language, just write your question as you would ask another person.

Get Quick Weather Previews—enter the name of a city followed by the word, 'weather', for a fast forecast.

**May 2006 Newsletter:**

Phishing is an established part of computer life – email messages that seem to come from banks and other companies – the idea is to trick you into going to a web site, that looks like the real one, and entering your account details and password. Once the bad guys have that info all sorts of trouble can ensue.

Fortunately for us, many of these messages use either standard expressions about the need to “verify your account details” or use poorly written English so many of them can be detected.

Phishers have spread their traps beyond banks and are now trying other places where, if you give them access, they can get your credit card or other details – beware!

**October 2005 Newsletter:**

I first learned of this new item through a creative Boy Scout in Troop 132 in Upton. Now, my son has downloaded it to my machine and we’re having fun exploring the world – Google Earth. This is a special search engine that looks through a list of satellite photos to bring you a view from space of your requested address anywhere in the world! Not all the photos have the same quality resolution, but we’ve had a lot of fun looking at our childhood homes, relatives’ homes, or other sites from our past or our dreams – I hear the photos of the Grand Canyon are really terrific!

The initial download is free, but there is a subscription service that includes more features for a fee, one of which allows you to provide satellite directions to your guests with lines you’ve drawn to guide them.

**Internet Extras:**

When looking at a video or other large area on a web site, you might need more viewing room. Hit F11 to increase your viewing area to “Full Screen”. Sometimes this is just enough to eliminate that scroll bar on the right. Simply press F11 again to return to the normal viewing arrangement.

**January & May 2005 Newsletters:**

In these newsletters we repeated tips from early newsletters.

## Sept 2004 Newsletter:

<b>INTERNET EXPLORER:</b>	
<b>Action</b>	<b>Keystroke</b>
Go to the Address Bar	Alt+D
Add www. before and .com after what you type in the Address bar	Ctrl+Enter
Refresh the current page	F5 or Ctrl+R
Stop downloading a web page	Esc
Show/Hide the search bar	Ctrl+E or F3
Open the Find dialog box	Ctrl+F
Show/Hide the History bar	Ctrl+H
Show/Hide the Favorites bar	Ctrl+I
Toggle full-screen mode on/off	F11
Open the "Open" dialog box	Ctrl+N

## April 2004 Newsletter:

We're not huge movie people in my house, so we have not yet tried the on-line DVD rental sites. Here are three that were reviewed last year in PC Magazine.

Filmcaddy.com—★★ owned by Blockbuster. Drawbacks: only one distribution center yielding lengthy mailing times. Limit of 4 movies at a time; cost of \$19.95/month.

Netflix.com—★★★★★ Advantages: extensive selection, ready availability, slick recommendations tool. Limit of 3 films at a time; cost of \$19.95/month.

Walmart.com—★★★ Drawbacks: large selection but limited copies of each title. Advantage: tells you the availability & estimated waiting time for its inventory. Limit of 3 films at a time; cost of \$15.54/month. (PC Magazine May 6, 2003)

## February 2003 Newsletter:

www.kodak.com and www.pictureworks.com offer options for creating electronic postcards from your digital photographs that can be e-mailed to your family and friends.

If you find that web sites are hard too read and you want to change the font, use the VIEW menu in your browser, choose Text Size and make your adjustment to either a larger or smaller font.

**Internet Extras:**

Do you have a scroll wheel on your mouse? You can use it as a browsing tool – hold down the CTRL key while turning the wheel and it will magnify or shrink the size of the text on the Web, in Word, or in Excel.

C:\Windows\Temporary Internet Files stores information from web pages recently visited. It's perfectly acceptable, and non-damaging, to empty this file

**May 2001 Newsletter:**

Scroll a long web page with the scroll bars, page up, page down, or Spacebar to scroll down and Shift+Spacebar to scroll up.

**Internet Extras:**

Find a radio station at one of these directories:

[www.internetradioist.com](http://www.internetradioist.com)

[www.broadcast.com](http://www.broadcast.com)

[www.spinner.com](http://www.spinner.com)