

Microsoft Internet Explorer



Product Information

Version 9

InFocus Courseware

Module Series Order Code: INF820 ISBN: 978-1-921939-40-2

*	General
	Description

The skills and knowledge acquired in *Microsoft Internet Explorer Version 9* are sufficient to be able to use and browse the World Wide Web.

Learning Outcomes At the completion of this course you should be able to:

- get a working connection to the *Internet*
- display a broad understanding of the *Internet* and its components
- understand and conduct effective searches of the Internet
- > create and use favourites and the Favourites bar
- print all or part of a web page
- > use the *Internet* with a good awareness of security issues
- > understand and use a collection of web tools to work more efficiently
- understand and work with web-based feeds
- understand and browse newsgroups

the Windows operating system environment.

> use the Help facility in Internet Explorer

Target Audience Microsoft Internet Explorer Version 9 is designed for users who are keen to learn how to

Prerequisites

use this software to successfully browse the World Wide Web.

Microsoft Internet Explorer Version 9 assumes little or no knowledge of the software.

However, it would be beneficial to have a general understanding of personal computers and

Pages

134 pages

Nominal Duration* Watsonia Publishing Modules are based around a 2-day training program consisting of approximately 14 - 16 hours

Student Files

Many of the topics in *Microsoft Internet Explorer Version 9* require you to open an existing file with data in it. These files can be downloaded free of charge from our web site at www.watsoniapublishing.com. Simply follow the student files link on the home page. You will need the product code for this course which is *INF820*.

Methodology

The In Focus series of publications have been written with one topic per page. Topic sheets either contain relevant reference information, or detailed step-by-step instructions designed on a real-world case study scenario. Publications can be used for instructor-led training, self-paced learning, or a combination of the two.

Formats Available A4 Black and White, A5 Black and White (quantity order only), A5 Full Colour (quantity order only), Electronic licence

Companion Products There are a number of other complimentary titles in the same series as this publication. Information about other relevant publications can be found on our web site at www.watsoniapublishing.com.



^{*} Duration relates to study time only and does not include assessment time. Duration should be used as a guide only. Actual duration will vary depending upon the skills, knowledge, and aptitude of the participants. This information sheet was produced on Wednesday, November 23, 2011 and was accurate at the time of printing. Watsonia Publishing reserves its right to alter the content of the above courseware without notice.



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Contents

Getting Connected

- ✓ Before You Begin
- Creating An Internet Connection
- ✓ Testing An Internet Connection

About The Internet

- ✓ The Internet And The World Wide Web
- √ How The Internet Began
- ✓ Connection Requirements
- ✓ Understanding Web Browsers
- ✓ Understanding Search Engines
- ✓ Understanding Web Addresses
- ✓ Key Terms And Internet Jargon
- ✓ Cookies And Caches

Internet Explorer Basics

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- ✓ The Internet Explorer Screen
- Turning On Screen Elements
- The Command Bar
- ✓ Going To A Specific URL
- ✓ Controlling The Browser Window
- ✓ Activating A Hyperlink
- ✓ Activating An Image Link
- ✓ Hiding And Displaying Images On A Web Page
- ✓ Understanding The New Tab Page
- ✓ Adding New Tabbed Pages✓ Working With Tabbed Pages
- ✓ Closing Tabs
- ✓ Zooming
- ✓ Using The Back And Forward Tools
- ✓ The Browsing History
- ✓ Using Compatibility View
- ✓ Stopping And Refreshing Pages
- Closing Internet Explorer

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- ✓ Using The Address Bar To Search
- ✓ Adding Search Providers
- ✓ Using A Different Search Provider
- Setting Your Default Search
- ✓ Removing Search Providers✓ Searching Based On A Keyword
- √ Searching Based On A Phrase
- Combining Selection Criteria
- √ Finding Information On A Page

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- ✓ Viewing Favourite Web Pages
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- ✓ Organising Favourites
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- ✓ Saving A Web Page As Text ✓ Copying Text To A Document
- Copying An Image To A Document
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- Accessing Feeds Through The Favourites Centre

Newsgroups

- ✓ Understanding Newsgroups
- ✓ Browsing Newsgroups

Using Help

- ✓ Browsing Help Topics
- Using Help Search
- **Concluding Remarks**



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