

CLASS EXERCISES

**SESSION THREE: Browsing the Web**

**1) BROWSE THE WEB WITH EDGE & SAVE A WEBPAGE AS A FAVORITE**

1. Open the Edge Browser
2. In the address bar, type “msn.com”
3. Note where you see a locked padlock and/or https (or only http) in the address bar
4. Click the Star icon on the right-hand side of the address bar to add MSN.COM to your favorites

**2) USE THE ADDRESS BAR TO SEARCH FOR A WEBSITE WHEN YOU DON'T KNOW THE ADDRESS**

1. Search for the Washington Post website by simply typing “Washington Post” in the search/address bar and hitting ENTER
2. More than likely, your first result is the corresponding website you are looking for (it may be within the first five or so, depending on what website you have searched for)

### 3) USE THE ADDRESS BAR TO SEARCH FOR A TOPIC YOU WANT TO RESEARCH OR LOOK UP

1. Search for information about artificial intelligence by typing “artificial intelligence” into the search/address bar
2. You’ll see many results relating to the topic. They may be articles on the subject, a Wikipedia entry, online courses, etc. You can refine your search if you don’t see what you’re looking for
3. Refine your search by now typing “artificial intelligence impact workplace” to see more information about how AI may affect the workplace. You should now see results that are more targeted on this particular topic

### 4) SET UP THE HOMEPAGE OF YOUR CHOICE

1. Go to the browser’s settings by clicking the 2 dots (...) in the upper right and scrolling to You’ll then see a list on the left; roughly 5 options down is “Start, home, and new tabs” – click that option
2. You’ll see an area at the top that says “When Edge starts” – Click on the option “Open these pages” and click the button that says “Add a new page”
3. You will be prompted to enter a URL; if you don’t have a favorite website just type in msn.com and click “Add”
4. Close the browser and reopen it; you should be brought the webpage you just saved as home

**NOTE: For exercises 3, 4, & 5 – notice the autofill feature as you type. Many computer applications will utilize this feature to help save you time typing. If you see what you’re looking for as you begin typing you can stop and simply click on the respective entry.**

### 5) USING TASK MANAGER

1. RIGHT CLICK on the Start Button and click on Task Manager in the menu; you will see all running applications & processes on your machine
2. Open up the Edge Browser and you will see it appear; you can shut it down from Task Manager by selecting it and then clicking “End task”
3. This is useful if you have an application that has become unresponsive and you need to force close it
4. Take a look at the Startup tab to see what programs are enabled or disabled; Enabled programs will open and run automatically when you boot up or restart your machine