Internet Basics II

Class Objectives

1. Some more about bookmarks
2. How to search effectively
3. How to use Wikipedia
4. How to use Google Maps
5. Exploring Randquest

Organizing Bookmarks

If you are on the web a lot, you are going to find pages you want to save--more than will fit on your Favorites Bar. There are two ways to save and organize bookmarks. One is using Folders in your browser, the other is using an online bookmark service like Del.icou.us (Delicious.com) or Digg.com or Google Bookmarks.

So how do you choose?

- If you ONLY use one computer for browsing, it is easiest to save bookmarks in Internet Explorer, but they will only be available to you on the computer you use to save the bookmarks.

- If you are using a web-based browser like Google Chrome, you can access your bookmarks anyplace you can log into Chrome.

- If you use multiple computers and can't always access Chrome, then a web-based bookmark site like Delicious, Digg or Google Bookmarks is the best choice.

Folders for Favorites in the your browser- Practice

1. Open your browser of choice and navigate to CNN.com

2. Click on the Favorites (Star) icon on the top right.

3. A box will open. Note at the top of the box, you can choose to save this page to your Favorites OR to your reading list. Be sure Favorites is selected (blue). Also, you can shorten the name of the web page in the NAME box to get more favorites on your Favorites Bar. So shorten the name to CNN

4. Save in: Favorites Bar

5. Navigate to abcnews.com

6. Repeat steps 3 and 4, shortening the name to ABC.

7. Now navigate to NBCnews.com. Click the Favorites icon and rename the web page to NBC. This time, click on the Create new folder link and name the folder News. Save the folder in the Favorites Bar. Now you have a folder for all your News sources. Go to your Favorites Bar and drag the other links onto the folder icon and all your News sources will be in one place. To access them, click on the folder and the contents will appear as a dropdown menu.

8. To delete a link or to delete a folder, simply right click and then click on Delete.

Boolean Operators for Better Search Results

	AND	OR	NOT	Exact Quote	Wild Card	Special
What this operator does	AND means that both search terms have to be in the search results. ie: dolphins AND mammal	OR means that either term can be in the search results. ie. tablets OR smartphones	NOT means the second term cannot be in the search results. ie: dallas NOT football	Putting " " around a phrase searches for the exact phrase. ie: "John Long Silver"	Inserting an asterick (*) searches for alternative spellings or multiple endings ie. wom*n will find woman and women. And sometimes (*) searches for words in a phrase ie: "three * mice"	
Google	AND is implied—no need to include it in the search	OR ie: dogs OR puppies	Use a minus sign just before the last word ie: dallas -football	" "	*	Search for a number range: ie: camera $50...$100
Yahoo/Bing	AND is implied but you can also use + before a word or AND ie: dolphins +mammal dolphins AND mammal	You can use OR or the symbol | ie: dogs | puppies dogs OR puppies	You can use NOT or the minus sign ie: dallas -football dallas NOT football	" "	No wild cards in Bing	
ProQuest	AND dolphins AND mammal	OR dogs OR puppies	NOT dallas NOT football	" "	Search for multiple endings of a word ie: nurs* to search for nurse, nurses, nursing, etc. *	Numbers Ranges: 2005-2007 < Less than <= Less than or equal > Greater than >= Greater than or equal

Searching Basics

1. Start with an appropriate search engine, or try several to see which gives you the best results.

2. You may want to visit Wikipedia or a print encyclopedia to get an idea of good search terms (keywords)

3. Drill down--start with a broad search and use Boolean Operators to limit your search results and get closer to the information you really want

4. Check the dates given on a web page for currency. Do a search for a web site's author or organization to check credibility--**Don't believe everything you read on the web!**

5. **Do NOT click on pop-ups** from sites you are not certain are credible.

6. Download to your desktop (or cut and paste into a Word document) information you want to print to avoid wasted paper and ink

7. Be wary of sites that have more advertising than hard information

Wikipedia - wikipedia.org

"Wikipedia is a multilingual, web-based, free-content encyclopedia project supported by the Wikimedia Foundation and based on an openly editable model. . . Wikipedia's articles provide links designed to guide the user to related pages with additional information.

Wikipedia is written collaboratively by largely anonymous Internet volunteers who write without pay. Anyone with Internet access can write and make changes to Wikipedia articles, except in limited cases where editing is restricted to prevent disruption or vandalism. Users can contribute anonymously, under a pseudonym, or, if they choose to, with their real identity."
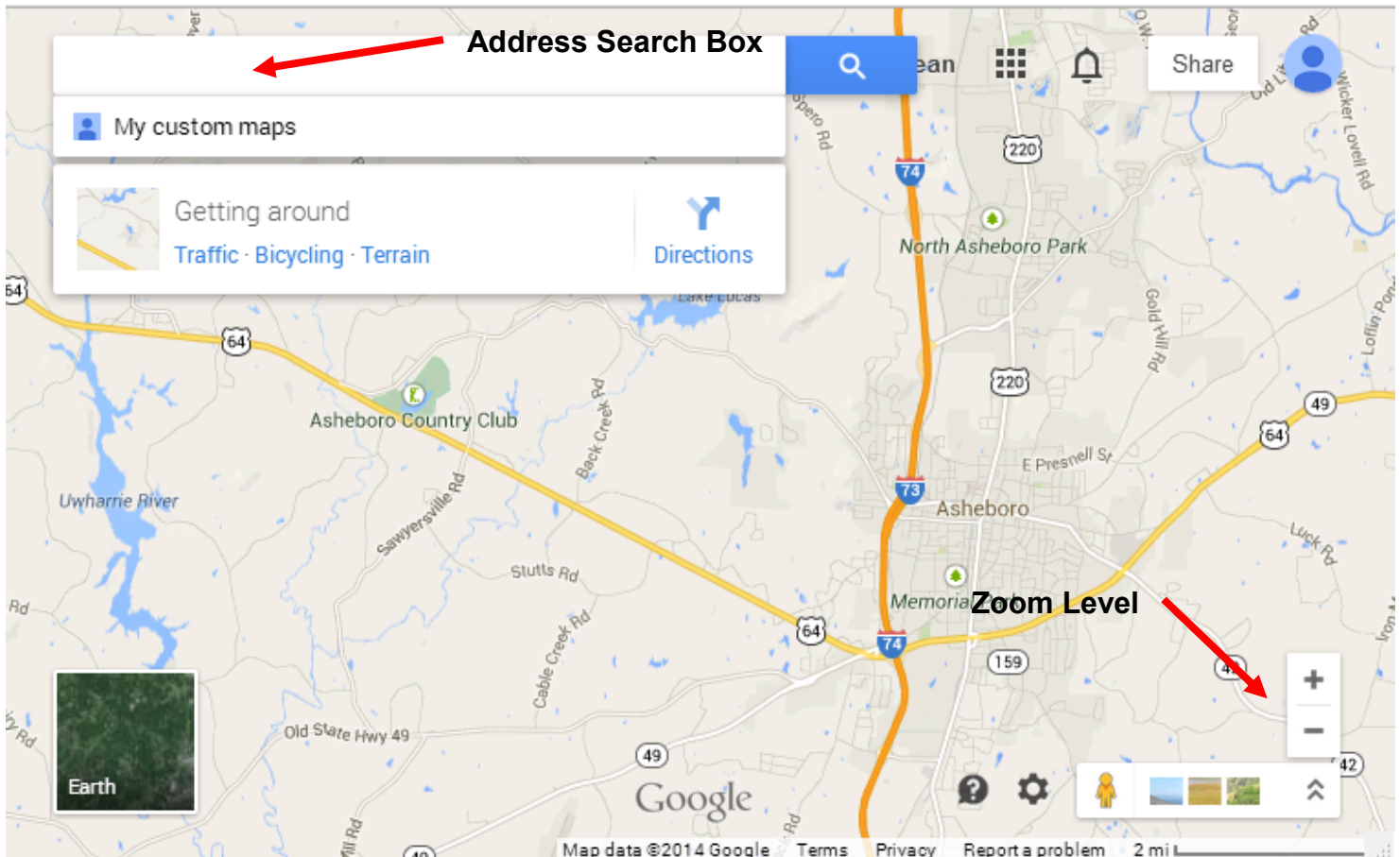
Practice

Type in Wikipedia.org. Type in a topic of interest. Use links within the article to find other articles. Follow footnote links to further information and references.

"Wikipedia is about as good a source of accurate information as Britannica, the venerable standard-bearer of facts about the world around us, according to a study published this week in the journal Nature." Daniel Terdiman, CNET News, December 15, 2005.

Wikipedia, like any encyclopedia, is best used as a STARTING point for research, not the final answer!

Using Google Maps

Google Maps has a new format with many options. We'll go over the most commonly used features and let you explore on your own. The older version is similar, but the commands are in a different location.

Practice

1. Type your home address in the search box.
2. Click on the blue icon for Directions

3. Type 201 Worth Street, Asheboro, NC (the Library' address) on the new search box line

4. Click the + sign at the bottom of the search box to add another point on your trip. Type in The Table, South Church Street , Asheboro, NC

5. Click an icon at the top of the search box to indicate if you are going to walk or drive

6. Drag the destinations around to change the order of your trip. Note if an alternative route is indicated.

7. Click on "List All Steps" if you want written directions. There is a print icon in the upper right hand corner of this page.

Why choose a Library Database vs. Website Search Engine?

Library databases

- **Library databases contain information from reviewed published works.**

  Examples: Journals, newspaper articles, encyclopedias and other reference books.

- **Library databases are searchable.**

  By Keywords, Subject, Author, Magazine Title, Date, etc.

- **Library databases provide citation information.**

  Author, if available
  Title of Article
  Publication (Title of Magazine, Newspaper, or Reference Book)
  Publisher
  Date of Publication

- **Library databases often contain full-text articles.**

  You can print or email an entire article.

- **There are different kinds of library databases**

  For specific topics.
  Examples: **Business & Company Resource Center**

  For general topics
  Examples: **Research Library**

- **Library databases are paid through your tuition.**

Websites

- Websites you can't be certain who published or reviewed the content.

- Websites are only searchable by the Search engines or if the website has its own search engine.

- Websites rarely state where their information came from to cite the webpage.

- Websites may if they are an Online Journal or News source. Yet, it may offer this service for a limited time then charge access.

- Websites are different subjects but you will have to sort out the good from the not so good or totally irrelevant websites from your search engine.

- Websites you get what you paid for... second hand information

How is a library database different from a website?

Library databases

- Library databases get their information from professionals or experts in the field.

- Library databases contain published works where facts are checked.

- Library databases are easy to cite in a bibliography and may create the citation for you.

- Library databases can help you narrow your topic or suggest related subjects.

- Library databases are updated frequently and include the date of publication.

Websites

- Websites can be written by anyone regardless of expertise.

- Website content is not necessarily checked by an expert.

- Websites often don't provide the information necessary to create a complete citation.

- Websites often aren't organized to support student research needs.

- Websites may not indicate when a page is updated.

From: Roberts Wesleyan College Library

Library Databases on Randquest.org

"NC LIVE is a consortium of North Carolina libraries, providing digital content and services to public and academic libraries statewide. . . NC LIVE offers free electronic access to resources for all ages on topics ranging from careers, business, and investing, to auto repair, health, history, and genealogy. NC LIVE resources are available to all North Carolinians through their local public, community college, or academic library."

NC LIVE resources are offered to you for FREE with your library card. You can access them through a special web page created by this library to organize the *many* NC LIVE resources and additional resources this library has purchased for your use.

You can access these databases in TWO ways. You can go to the library's home page (**randolphlibrary.org)** and click on the Randquest/Research Databases link or go directly to **randquest.org.**

There are a large number of databases available through Randquest. When accessing them from home, you will be asked for your library card number so have it handy. The most frequently used databases are accessed by clicking on the squares in the center of the page. They are organized by topic in the sidebar on the left. Even more databases are available by clicking on the NC LIVE icon and going directly to NC LIVE.