

# Netscape Communicator: The Basics

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Additional information regarding Netscape can be found at:

<http://www.parkland.cc.il.us/toolbox/netscape/tutorial.html>, <http://medstat.med.utah.edu/travel/Start1.html>,  
<http://www.laurens.public.lib.ga.us/tutorial.html>, and <http://www.uky.edu/Libraries/tutor.html>

## To Load Netscape

Double click the **Netscape Navigator** folder on the Windows 95 Desktop or double click the **Internet Access** folder and double click the **Netscape Navigator** icon.

## To Access Web Sites

Select **File** from the menu bar and click **Open Page** from the pull down menu to bring up the **Open Page** dialog box. Type in the URL of the site you wish to visit and click **Open** or press <Enter>. (Hint: you can often reach a web site by shortening the URL and leaving off the **Http://** and beginning it with **www**) Another way to access a web site is to click in the **Netsite** box, delete the URL of the page you are currently looking at, and typing in the URL of the page you would like to go to.

## To Use World Wide Web Links

The world wide web allows you to jump from location to location through links. You will recognize text based links because they'll appear underlined and in a different color (maybe blue or purple). You may not recognize a graphic as being a link until you put your mouse on top of it. Anytime your mouse turns from an arrow to a hand you are looking at a link. Click one time on the link and Netscape will take you to another location on that web page or to another web site to give you additional information about that link. If you want to get back to the previous page, click the **Back** button on the button bar. The **Forward** button will take forward to the page you just came back from.

## To Search For Web Sites

Click on the **Search** button and wait for the search engine's web page to load. There are many search engines available. Some of them are Lycos, Infoseek, Yahoo, and Magellan. One thing they all have in common is that toward the top of their pages (you may have to scroll down a little) is a white rectangular box waiting for you to click one time in it and type a topic to search on. Once you have typed in your topic of interest and press <Enter> or click on <Search>, a new page will load listing links to sites found that relate to your topic with brief descriptions of the sites. You can click on the links to go directly to those web sites. If the search doesn't appear to be working for you, try clicking on the **Open Page** in the **File** menu option and type in: **www.stpt.com** and the Starting Point search page will load where you can also type in a topic of interest and search for web locations

## To Save Bookmarks to a Floppy Disk

Bookmarks are web site locations that have been saved for you to access at a later time without having to remember the site's URL. If your disk has not been formatted, Windows 95 will recognize it and prompt you to format the disk when you try to save the bookmarks to the disk. Click "Bookmarks" from the menu bar and select "Go To Bookmarks..." from the pull down menu. Bookmarks are put inside of a folder. You should be able to distinguish the bookmarks from the folder because folders have what looks like a yellow folder to the left

of them and they extend out further left than the bookmarks. Folders cannot be deleted, but bookmarks can. Delete all of the bookmarks you currently have by clicking one time on them and pressing the <Delete> key. After deleting all bookmarks select **File** from the **Bookmarks** menu bar and click **SaveAs** from the pull down menu. Change the drive to **3 ½ floppy (A:)** under the **Save in** box and type the filename **bookmark.htm** under the **File name** option and click **Save**. Click one time with the right mouse button on the bookmark folder and select **Properties**. Give the folder a new name and a description if you wish and click **OK**. Close up the **Bookmarks** dialog box by selecting **File** from the menu bar and **Close** from the pull down menu. To add a bookmark, go to a web site and click **Bookmarks** from the menu bar and **Add Bookmark** from the pull down menu.

### To Print a Web Page

Select **File** from the menu bar and click **Print** from the pull down menu to bring up the print dialog box. Select a printer by clicking on the down arrow next to the **Printer Name** box. To print to the laser printer nearest your computer, select the printer name containing the same letter identification that your computer has (For example: **Printer D**). To print to the color printer behind the MAA Help Desk, select **Color Printer**. Make a print selection in the left-hand section of the screen, and select the number of copies you wish to print on the right-hand section of the screen. Click the **Print** button to print your document. To pick up color print copies, remember your computer's name, go to the MAA Help Desk, and tell them your computer's name so they can release your print job. They will subtract \$.20 per printed page from your copy card.

### To Exit Netscape

Select **File** from the menu bar and click **Exit** from the pull down menu. Netscape will return you to the Windows 95 Desktop.

### \*Interesting Sites to Visit

Georgia Southern University Page: <http://www.gasou.edu>

The University of Georgia: <http://www.uga.edu>

CNN Interactive: <http://www.cnn.com>

ESPNET SportsZone: <http://www.espn.com>

Microsoft Corporation: <http://www.microsoft.com>

Starting Point (Search Page): <http://www.stpt.com>

Welcome To The White House: <http://www.whitehouse.gov>

Gower Net's WWW Bulletin Board: <http://www.ns.gower.net>

CNET News.com: <http://www.news.com>

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