

This was a presentation given to the ComputerPals clients in 2017 to assist them in understanding different office applications available on a computer

Computer Pals is a not-for-profit organization that provides computer training and support free of charge. Whilst we endeavour to give the best advice possible there is no guarantee on the information given. Our handout sheets attempt to provide the easiest method to achieve the goal for the target audience. It should be noted that changes in computer type, manufacturer and software versions may invalidate some of the examples provided. E&OE.





WHAT iz

Edge

(An Internet Browser)...



is an Internet Browser
Tool from Microsoft, and a
part of Windows 10

Similar to:

- Microsoft's 'Internet Explorer'
- Google's 'Chrome'
- Mozilla 'Firefox'
- ... and many many others

World Wide Web



Unsurpassed speed and easy-to-use with features you will only find in Maxthon 3. Take you from view to do! 600 million downloads.

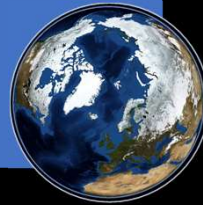
A fast new browser from Google. Try it now!

Fast, clean and trusted. The world's most popular browser on Windows. Free from Microsoft.

Upgrade to a better browser. Opera is fast, smooth and easy to use.

Firefox is fast, flexible and secure. Proudly non-profit, we're always innovating for you. Try the free download!

Browsers



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is an **Internet Browser**
Tool from Microsoft, and a
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Similar to:

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It 'interprets' **Hypertext**, a mark-
up language used by the Internet

Hypertext marks up plain text to
look <bold> '**exciting**' </bold>



An **Internet Browser** :

- Provide a "window" into the world wide web
- the Internet.
- A 'reader tool' that understands many sorts of data formats

Think of your **Internet Browser**:

- As a radio set ...
➤ With it, you cab 'tune' into hundreds of thousands of Web Servers, each transmitting their own 'programmes'

A Browser is **NOT** best for:

- Being a 'jack of all Trades'
- Reading local files
- Reading emails



Your Browser

Is a WINDOW that lets you look at the WORLD WIDE WEB

It 'speaks' a language called HTML

- Hypertext Mark-up Language
- And 'understands' many more types of information:

- Pictures (JPG, BMP, PNG ...)
- Moving Files (QuickTime, Flash, Silverlight, MP4 ...)
- Common Formats (PDF, Plain Text ...)
- Programming Language's (JAVA, PHP, Perl ...)
- Mail, and File downloads (POP, FTP ...)



The WEB Page you view is no more than a list of 'instructions' as to how your BROWSER should display it to you

The best part is that a WEB Page can reference another WEB Page somewhere else!

It is a very powerful and versatile tool.



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HTML

Just A Test

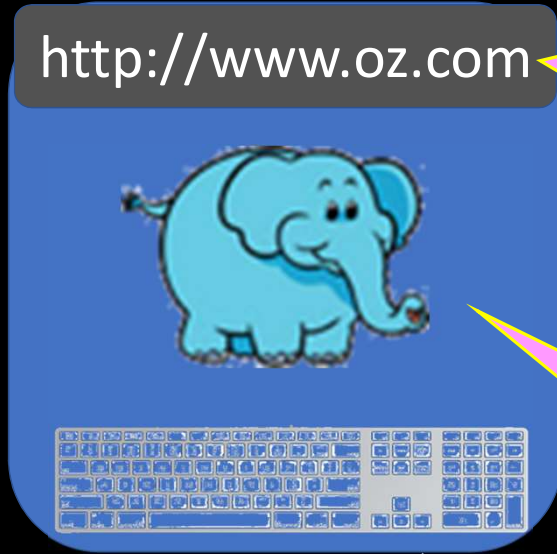
and another test

```
<!DOCTYPE html>
<html lang="en">
  <head>
    <meta charset="UTF-8">
    <title>Home</title>
  </head>
  <body bgcolor = "blue">
    <br><br><br>
    <center>
      <font face="Jokerman" size="10" color="red">Just A Test</font>
    </center>
    <br><br><br>
    <li><center>
      <font face="Arial" size="5" color="yellow">and another test</font>
    </li></center>
  </body>
</html>
```

This Page
Actually looks like this [F12]

Elephant?

http://www.oz.com



URL - the 'Universal Resource Locator'

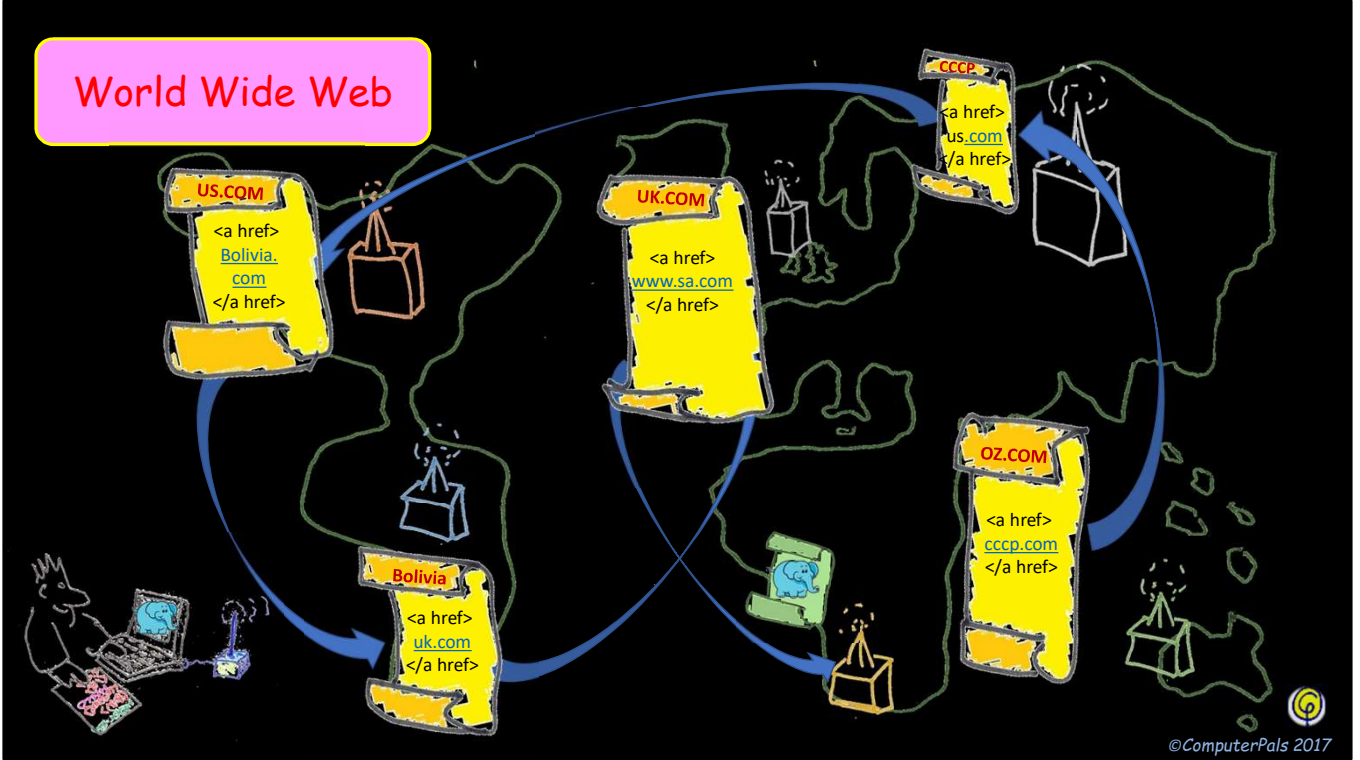
- The address bar
- Tells your browser where to go
- **OZ.COM** is the name of a WEB SERVER

Your **Browser** visits the **OZ.COM** web page and follows the **HTML** instructions to display the '**elephant**'



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World Wide Web



Browser Features

TABS
[CTRL] {Click}

Address Line
The 'URL'

Web Page
(With Links to others)

Favourites

Downloads List

Highlight

Share

Extras



Browser Specials

Secure Address Line
The 'URL' is LOCKED

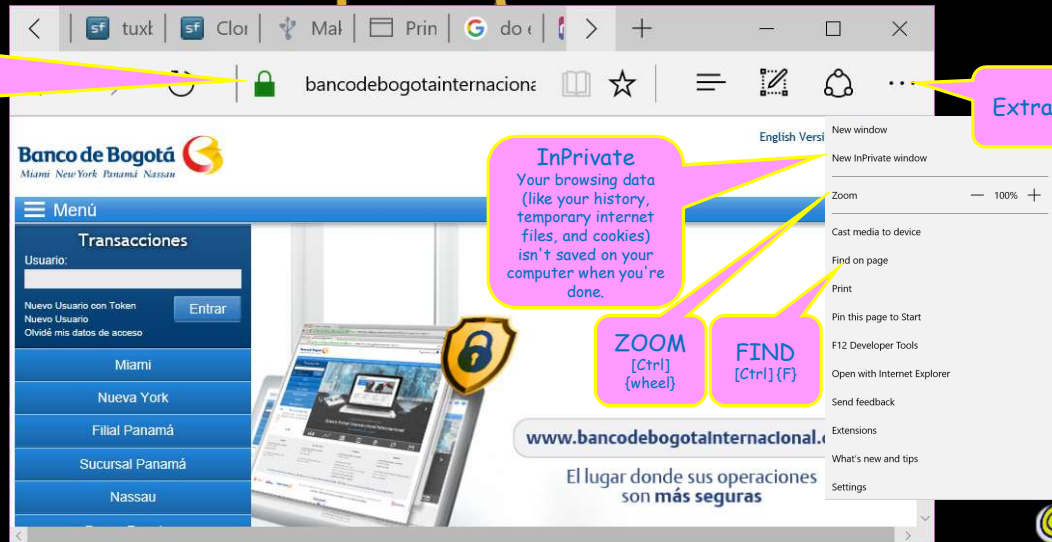
HTTPS://

Extras

InPrivate
Your browsing data (like your history, temporary internet files, and cookies) isn't saved on your computer when you're done.

ZOOM
[Ctrl] [wheel]

FIND
[Ctrl] {F}



Browser Specials

Secure Address Line
The 'URL' is LOCKED

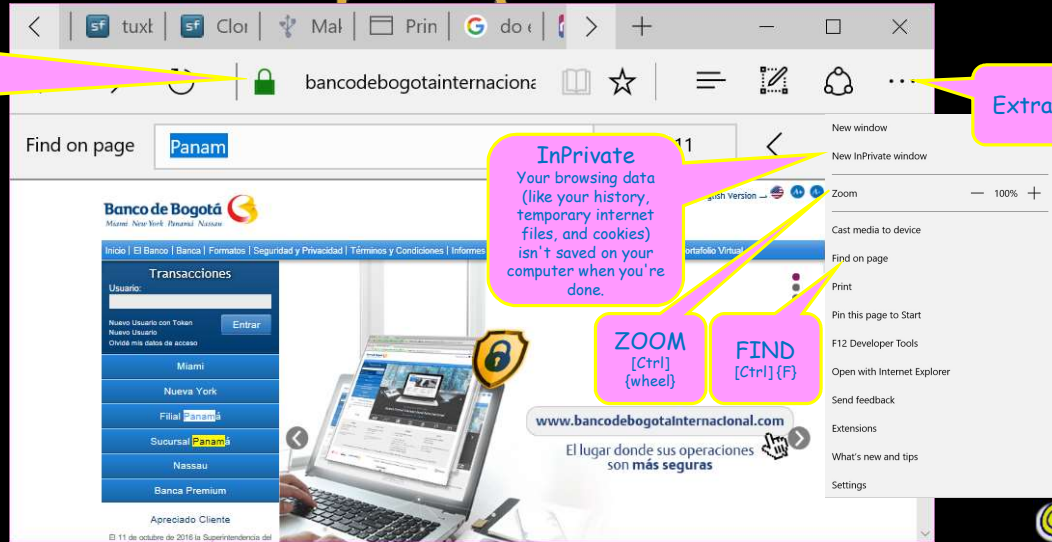
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[Ctrl] {F}



EDGE is NOT best for:

Being a 'jack of all Trades'
Although very powerful, specialised tools may provide a better service, for example Adobe Acrobat provides better features for viewing PDF files than your browser, which is often set as the default viewing tool.

Reading emails
Although many use their browser to read their emails, a specialised tool like Outlook provides more capabilities




HOWEVER ...

- Anything is possible, just ask 😊



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So **WHAT** do YOU
want to try today?

Just Ask a Volunteer



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Also (if you want)
in this series of



any of the
following programs →



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