




To access the internet from desktop (using Internet Explorer on Windows 7)



1 Place mouse cursor  on icon

2 Right click

3* Place mouse cursor  on **Open** in drop-down menu

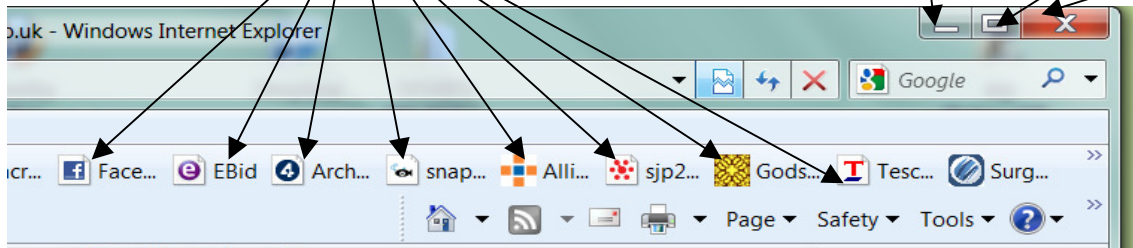
4 Left click

***Note** An alternative to steps 3 and 4 is:
3 Press **key O** (letter, not zero) on keyboard.

To close a window or box (i.e. to get rid of a page/box you have finished with or which you don't want to view.)

Place mouse cursor  on the little **X** located at the extreme top right of the page or box and **left click** on mouse.

To find favourite websites, minimize window, make window smaller or fill out screen (showing right side of window)



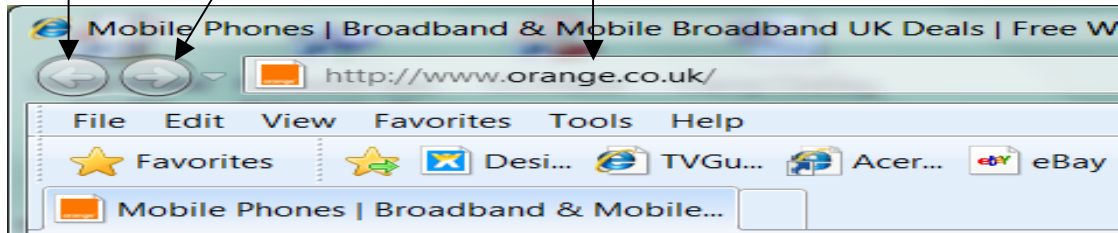
Left click selects **favourite** websites

Left click minimizes window

Left click makes window smaller or fills out screen

Close window (exit)

To go back to, or forward to, pages already visited; and accessing new website (showing left side of window)



To go back, click on this arrow

To go forward, click on this arrow

Type in the website address (eg www.bbc.co.uk)