

Microsoft ®

# Internet Explorer 4

## Course Outline

Foundation Level

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### **MICROSOFT EXPLORER & THE INTERNET**

- Connecting To The Internet
- What Is The Internet?
- What Is A Web Server?
- What Is The Microsoft Explorer Web Browser?
- The Explorer Program Window
- The On-Line Web Tutorial

### **ADDRESSES, LINKS & DOWNLOADING**

- Web Sites And URLs
- Using Hyper Links
- Responding To An Email Link On A Web Page
- What Is Ftp?
- Beware Of Viruses - Anti-Virus Programs
- Saving To Disk
- Plug-Ins And Their Effects On Downloading
- Java - What Is It?
- Downloading Information From A Web Page
- Viewing & Saving The Code Behind An Internet Page  
- HTML

### **SEARCHING THE INTERNET**

- Searching The Web Via Microsoft Internet Explorer
- Searching The Internet Using Google
- Searching The Internet Using 'Ask Jeeves'
- Searching The Internet Using Yahoo
- 'Search Engine Watch'

### **EMAIL & NEWSGROUPS**

- Using The Address Book
- Creating And Sending Emails
- Attached Files
- Receiving Emails
- What Are Newsgroups?
- Locating And Subscribing To Newsgroups
- Posting A Message To A Newsgroup

### **FAVORITES, SECURITY & CUSTOMIZATION**

- Favorites
- Customizing Your Options - General
- Customizing Your Options - Security
- Customizing Your Options - Contents
- Customizing Your Options - Connection
- Customizing Your Options - Programs
- Customizing Your Options - Advanced