

PC Seminar: New User Guide

PART 2

PC Seminar: New User Guide Pt. 2

TOPICS

1. *Refresher*

- a. Terms
- b. Peripherals
- c. Desktop

2. *Going Online*

- a. Web Surfing
- b. Browsers Explained
- c. Download vs Upload
- d. Online Safety

3. *Web Browsing Basics*

- a. URLs and HTTPS
- b. Hyperlinks
- c. Different Types of Websites
- d. Resources

Refresher

Terms

Peripherals

Windows Desktop



PC: Personal Computer

Device that uses electricity that transfers and translates data for use.
aka computer or tower

OS: Operating System

The interface system that is used that makes a computer work.
Some OSs are more graphically pleasing than others.

Examples PC: Windows & Apple
Mobile: Android & iOS

Mobile Device

A personal computer that functions using battery power.
aka smart device, smart phone, tablet

Windows and Apple:

Operating System styles popular for personal computers operation.

Android & iOS

Operating System styles popular for mobile devices operation.

The PC: Computer



Monitor



Keyboard

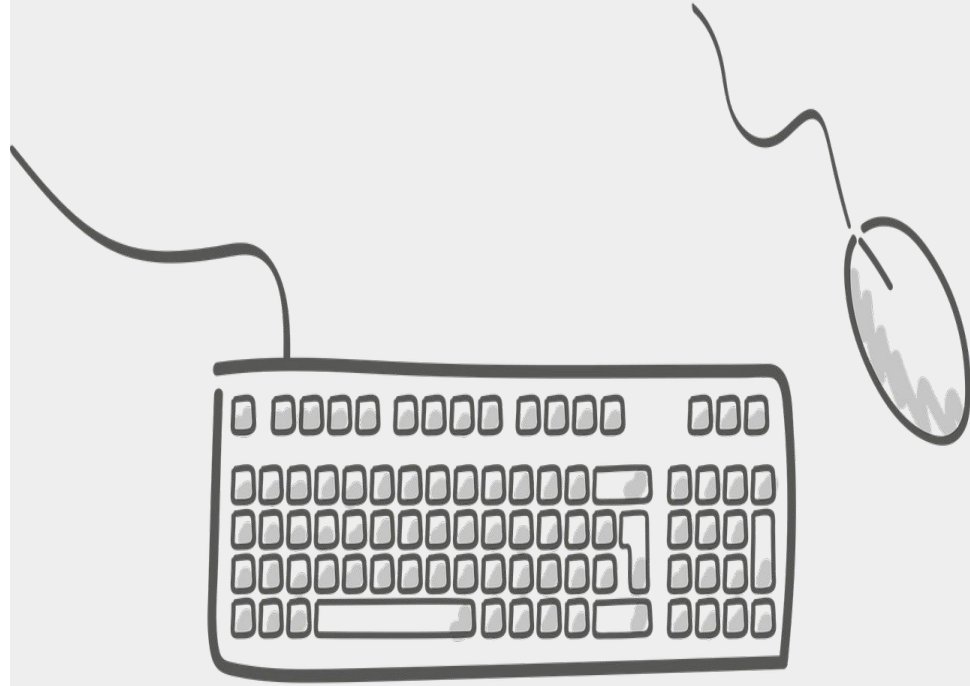


Mouse

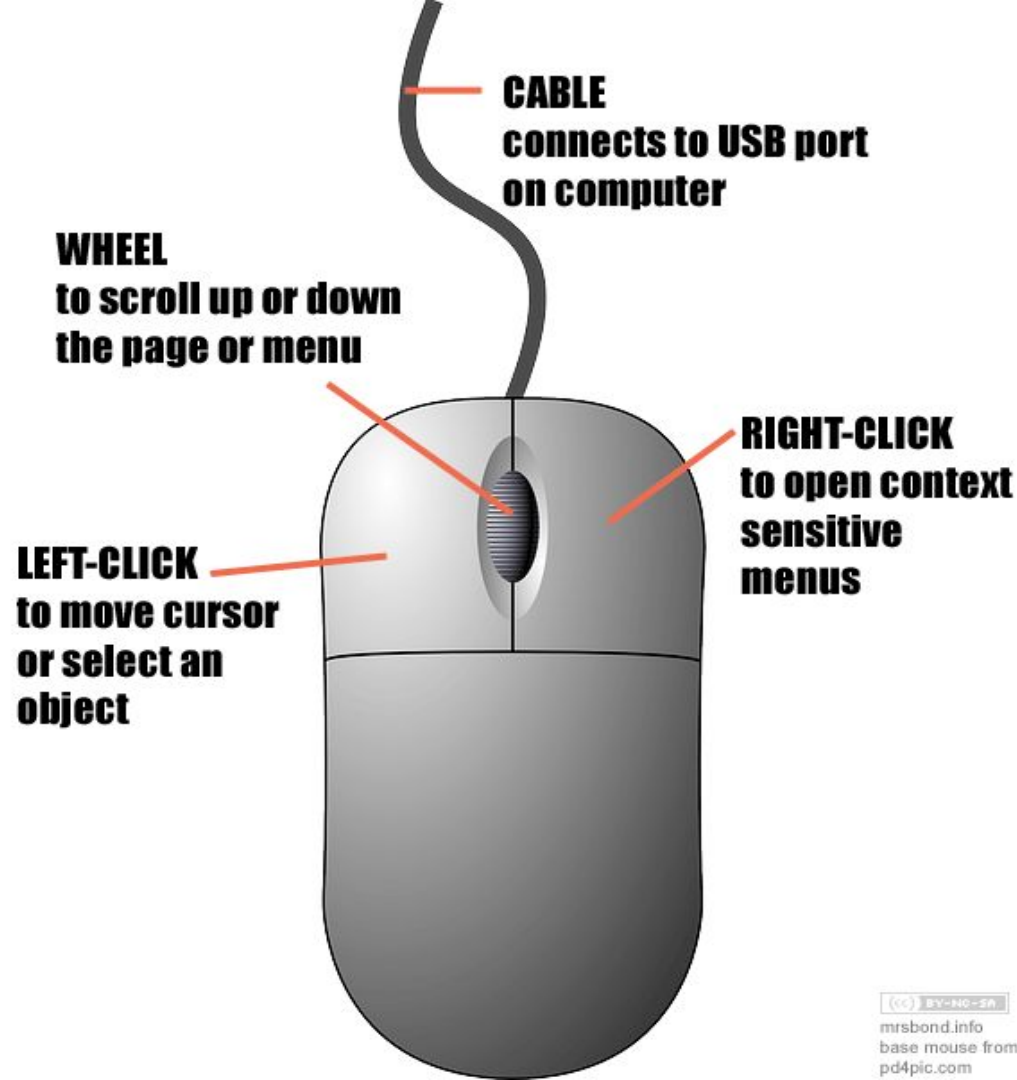


Keyboard and Mouse

Practice and Patience



Mouse



Left-Click: Primary

When instructed to click press down on the left.

Wheel: Scroll Wheel
Moves the screen up and down.

Right-click: Secondary
Used to show alternate Options and properties.



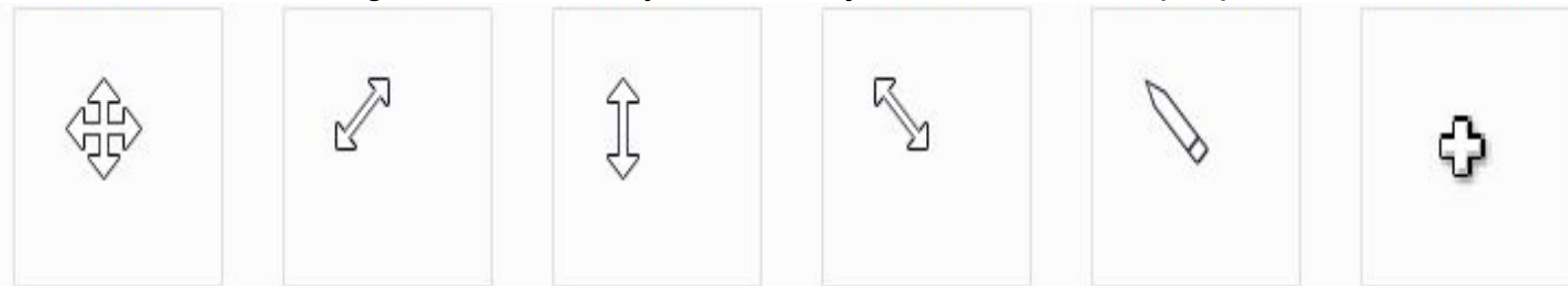
Cursor Left and Right

Busy

Adj. Horizontal

Help Option

Link



Move Object

Adj. Diagonal

Adj. Vertical

Adj. Diagonal

Write Pen

Add to Program



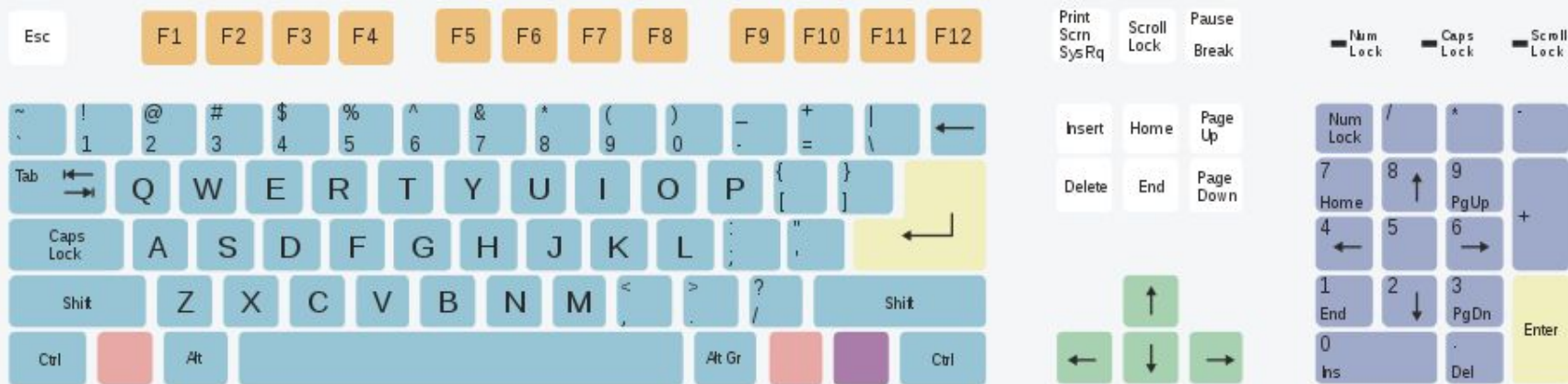
Typing Select

Unavailable

Adjust Up

Working

**Different
Computer
Mouse
Cursors**



- Typewriter keys
- Function keys
- Enter keys
- System keys
- Numeric keypad
- Other
- Application key
- Cursor control keys

<https://www.computerhope.com/keys.htm>

Hand Placement

The middle row of keys on a PC keyboard is the **HOME ROW**.

Place the left index finger on the “ **F** ” key.

The right index finger on the “ **J** ” key.

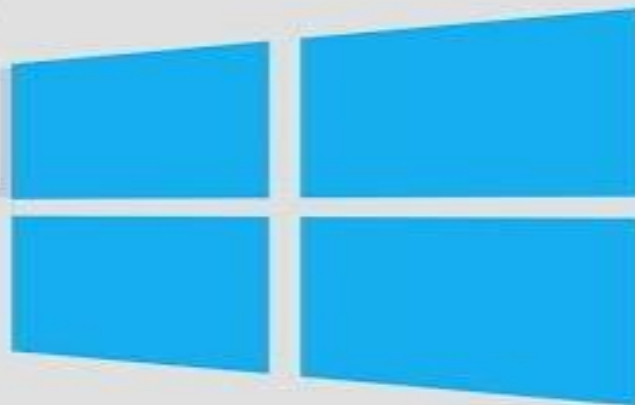
Rest both thumbs on the space bar.



<https://learntyping.org/beginner-typing-lesson-1a>

<https://www.wikihow.com/Position-Hands-on-a-Keyboard>

WINDOWS GET STARTED WITH THE DESKTOP



<https://edu.gcfglobal.org/en/windowsbasics/navigating-windows/1/>

The image shows a close-up of a white iPhone screen displaying the New York Times mobile website. At the top, the status bar shows "AT&T" as the carrier, the time "8:16 PM", and a battery level indicator. The website header features the title "The New York Times - Breaking News, World..." and a search bar containing "www.nytimes.com/" with a circular refresh icon on the right. Below the search bar is a horizontal navigation menu with links: "HOME PAGE", "TODAY'S PAPER", "VIDEO", "MOST POPULAR", and "U.S." followed by a small downward-pointing arrow. The main content area displays the masthead "The New York Times" in a large, bold, black serif font. Directly beneath the masthead is the date "Sunday, February 3, 2013" and a smaller timestamp "Last updated: 9:32 PM EST". On the left side of the page, there is a vertical sidebar menu listing various news categories: "WORLD", "U.S.", "POLITICS", "NEW YORK", "BUSINESS", "DEALBOOK", "TECHNOLOGY", "SPORTS", "SCIENCE", "HEALTH", "ARTS", "STYLE", and "OPINION". Each category has a corresponding colored square icon next to it. At the bottom of the screen, a sports section is visible, featuring the heading "Super Bowl XLVII" and a photograph of two football players in action during a game. One player is wearing a red jersey with the number 57, and the other is in a dark jersey. The score "20 28" is displayed above the photo.

A close-up, angled view of a tablet screen displaying a web browser with multiple tabs. The active tab shows a list of search results for "The Human Manual". The keyboard is visible at the bottom of the frame.

A close-up, angled view of a tablet screen displaying a web browser with multiple tabs. The active tab shows a list of search results for "The Human Manual". The keyboard is visible at the bottom of the frame.

Why surf the net?

Business / Legal

- Bills
- Taxes
- Banking
- Pay Check
- Job Application
- Communication



Personal Use

- Social Media
- News and Weather
- Videos
- Music
- Games
- Creative Projects

Main Web Browsers



1. Google Chrome



2. Mozilla Firefox



3. Opera

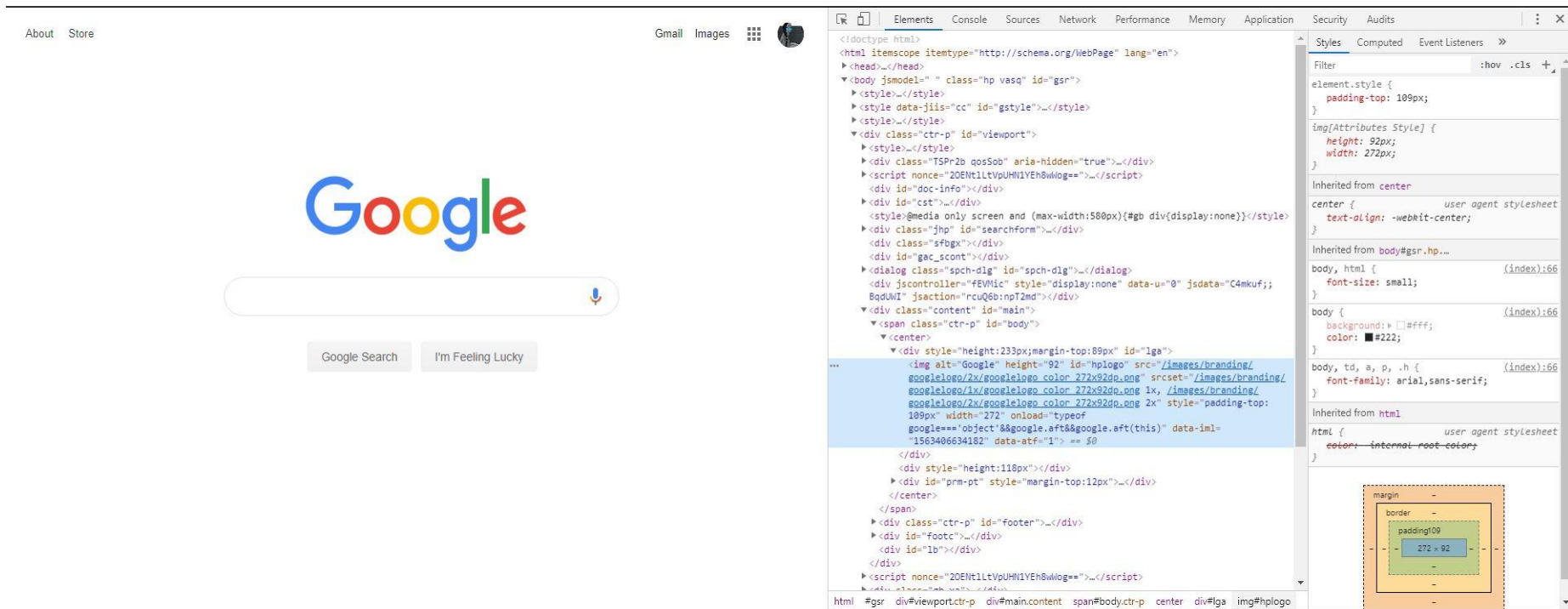


4. Safari

- **Google Chrome**
 - Android Devices
 - Can be put onto any device.
- **Mozilla FireFox**
 - Third-Party
 - Known for privacy
- **Opera**
 - Third-Party
 - Known for privacy
- **Safari**
 - Mac & iPhone Default

What does a web browser do?

Takes computer code of a website and makes it more visually pleasing.



What is computer code?

Lines of text that make the computer function.

Upload vs Download

Upload

All the data the users sends online.

Examples:

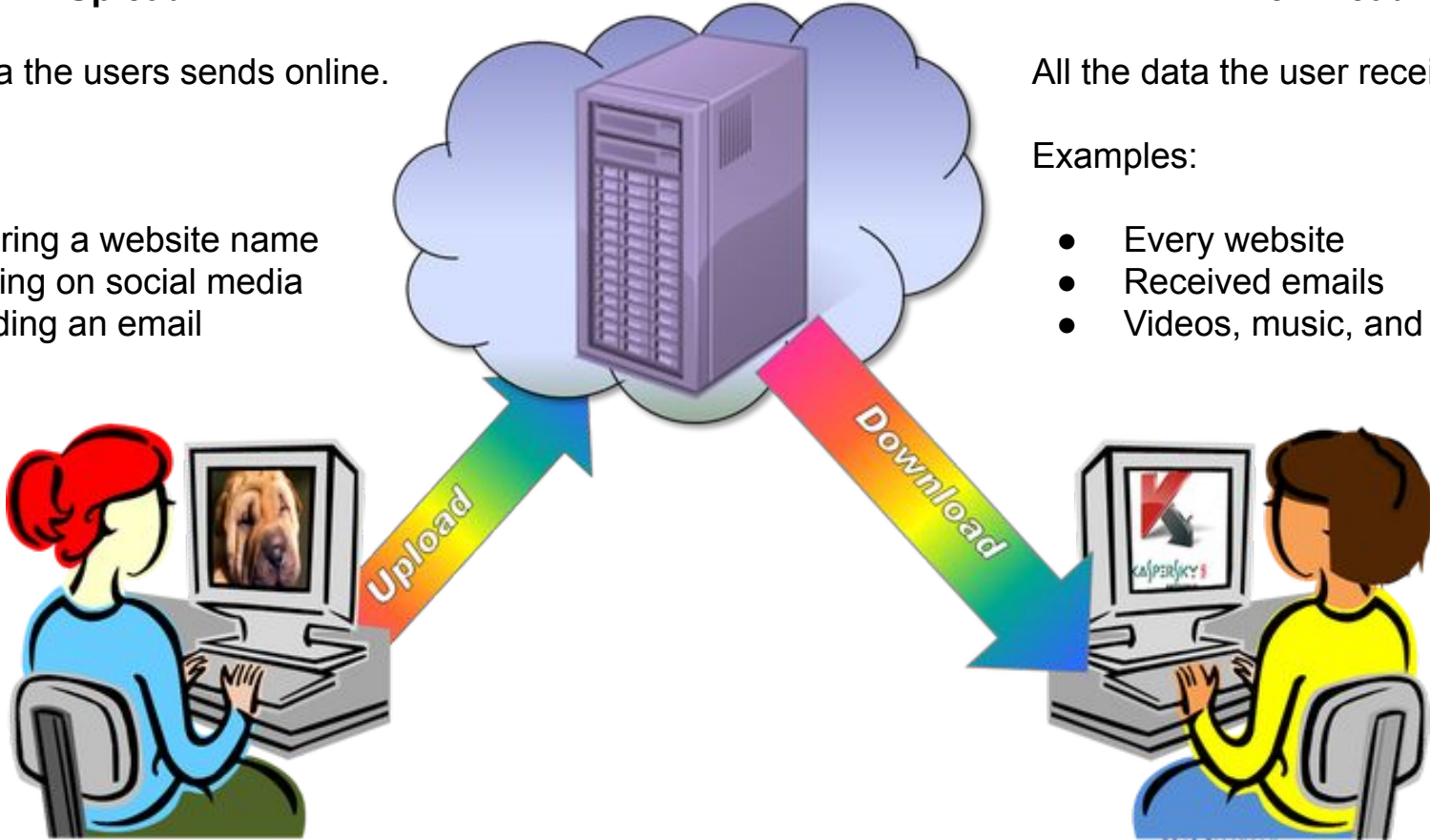
- Entering a website name
- Posting on social media
- Sending an email

Download

All the data the user receives online.

Examples:

- Every website
- Received emails
- Videos, music, and photos



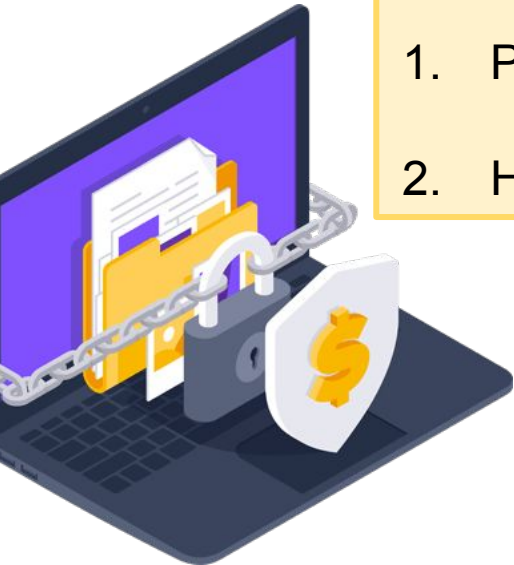
What makes the internet safe?

Main web browsers contain security features.

The security is designed to prevent the user from downloading malicious data.

Dependable websites try to prevent the following:

1. Prevent other users from seeing info not belonging to them.
2. Have a website that doesn't download "junk" to users computers.



Not all websites are safe and dependable.

Some websites might not keep visitor info completely secure.

How the PC is protected while online

Anti-malware

“**Continuously**” updates its watch list.

Looks out for possible **unrecognized** threats and malicious threats.

Anti-virus

“**Periodically**” updates its watch list.

Contains info on **recognized** threats and malicious content.

Both








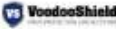












1. Contain and update lists of malicious content online.
2. Provide protection to stop malicious content from operating.





















Anti-Malware

PCMag reviews products independently, but we may earn affiliate commissions from buying links on this page. Terms of use.

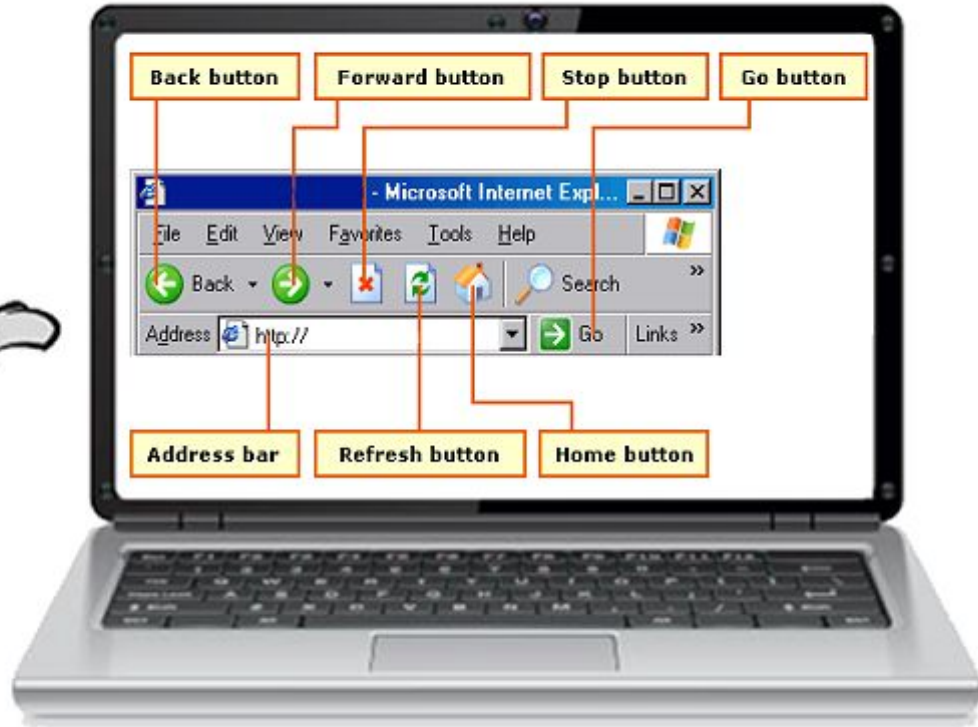
Product	Bitdefender Total Security	McAfee Total Protection	Webroot SecureAnywhere AntiVirus	Symantec Norton 360 With LifeLock Select	Kaspersky Anti-Virus	Bitdefender Antivirus Plus	Kaspersky Internet Security	Check Point ZoneAlarm Anti-Ransomware	Cybereason RansomFree	Malwarebytes Free
										
Lowest Price	\$44.99	\$34.99	\$18.99	\$99.99	\$29.99	\$25.99	\$39.99	\$19.95	\$0.00	Free
	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	MSP	SEE IT
Editors' Rating	 EDITORS' CHOICE		 EDITORS' CHOICE		 EDITORS' CHOICE	 EDITORS' CHOICE	 EDITORS' CHOICE	 EDITORS' CHOICE		

Pay & Free Anti-virus

Product	McAfee AntiVirus Plus	Symantec Norton AntiVirus Plus	Webroot SecureAnywhere AntiVirus	Bitdefender Antivirus Plus	Kaspersky Anti-Virus	ESET NOD32 Antivirus	Trend Micro Antivirus+ Security	VoodooSoft VoodooShield	The Kure	F-Secure Anti-Virus
										
Lowest Price	\$19.99	\$39.99	\$18.99	\$25.99	\$29.99	\$27.99	\$29.95	\$19.99	\$19.99	\$39.99
	McAfee	Symantec	Webroot	Bitdefender	Kaspersky Lab	ESET North	Trend Micro	VoodooSoft	MSRP	F-Secure
	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT		SEE IT
Editors' Rating										
	EDITORS' CHOICE		EDITORS' CHOICE	EDITORS' CHOICE	EDITORS' CHOICE					

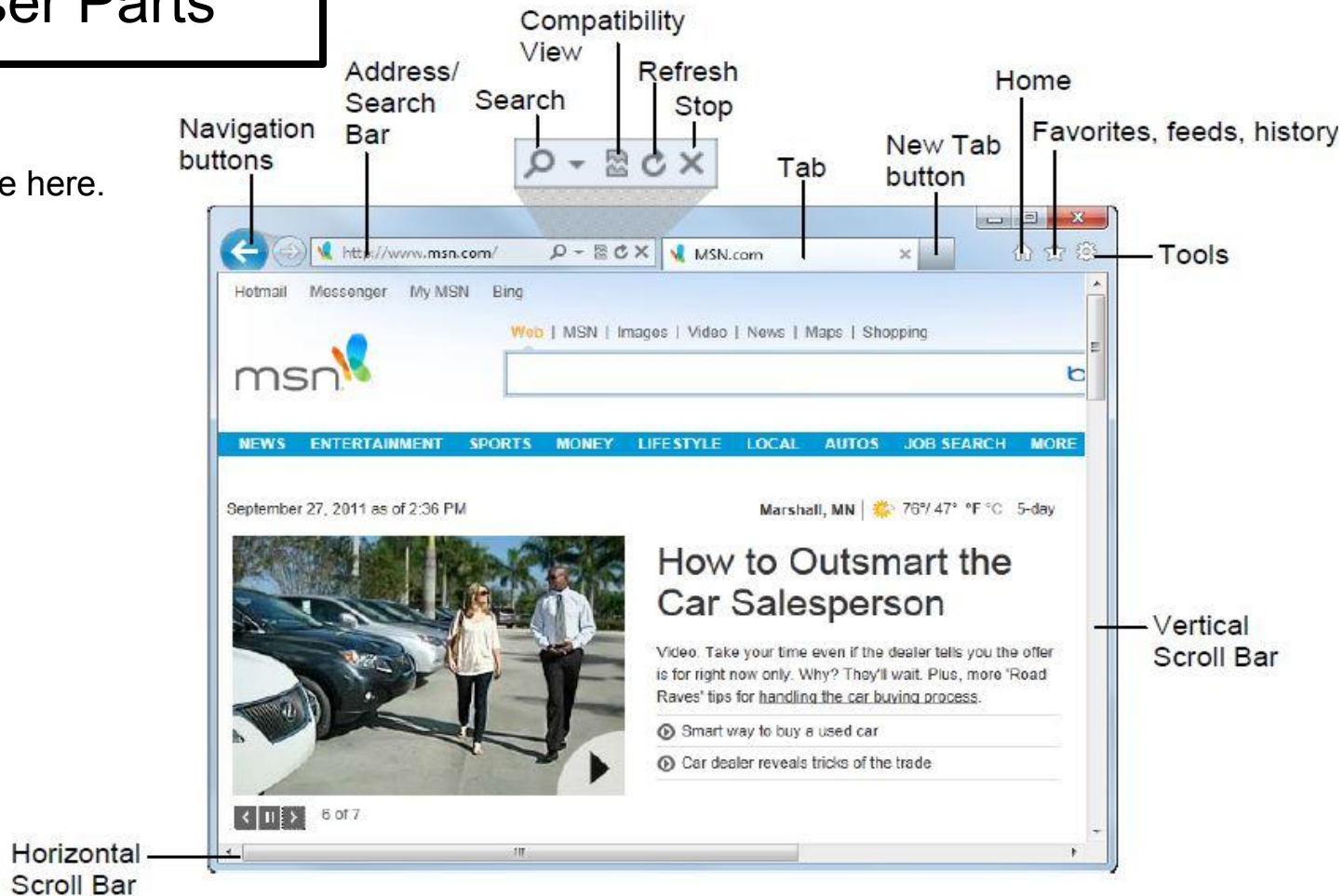
Product	Avast Free Antivirus	Kaspersky Free	AVG AntiVirus Free	Bitdefender Antivirus Free Edition (2017)	Check Point ZoneAlarm Free Antivirus+	Avira Antivirus	Sophos Home Free	adaware antivirus free 12	Microsoft Windows Defender Security Center	Qihoo 360 Total Security 8.6
										
Lowest Price	Free	Free	\$63.99	Free	Free	\$0.00	Free	Free	Built into Windows 10	\$0.00
	AVAST Software	Kaspersky Lab	AVG (20% Off)	Bitdefender	ZoneAlarm	MSRP	Sophos	Lavasoft	Microsoft	MSRP
	SEE IT	SEE IT	SEE IT	SEE IT	SEE IT		SEE IT	SEE IT	SEE IT	
Editors' Rating										
	EDITORS' CHOICE	EDITORS' CHOICE								

Welcome to Web Browsing



Web Browser Parts

Address/Search Bar:
Type in the website here.



Understanding URLs



U R L

aka: domain name
web address

Web Browsers need a URL to
know which website to visit.

https://www.youtube.com/watch?v=5Jr-_Za5yQM

Different Website Types

The most popular website type is search engines.

Search engines take the words typed and find a website based on keywords. www.google.com



E commerce:

Contains product zones, check in and out process, and buyer transaction history.

Personal :

Made by individuals to help share info, photos, and video featuring a topic.

Politics

Give political campaign, candidate info, news, and potential citizens options.

News:

Latest entertainment, weather, sports, emergencies, and updates.

Corporate:

Business sites provide info about particular company products and/or services. Great way to get update existing customers on business news and for future employees send resumes.

Online Payment:

Payment Service Provider (PSP) offers customers the option to pay online via bank, credit card and real-time orders. This system offers zero risk tolerance to ensure that clients only pay for what's agreed upon.

Social Media:

Business hosted website that enables users to interact with each other. Each social media works differently.

Home Community: Homeowners Association or local neighborhood user communication.

E - Commerce:

Example: www.jcpenny.com

Personal :

Example: www.shutupandsitdown.com

Political Sites:

Example: www.foxnews.com

News:

Example: www.fark.com

Corporate:

Example: www.walgreens.com

Online Payment:

Example: www.paypal.com/us/home

Social Media:

Example: www.youtube.com or www.twitter.com

Home Community:

Example: northridgefl.com/index.html

Resources

<https://edu.gcfglobal.org/en/>

<https://edu.gcfglobal.org/en/topics/windows/>

<https://edu.gcfglobal.org/en/topics/computers/>

<https://edu.gcfglobal.org/en/topics/internet/>