



Malteser

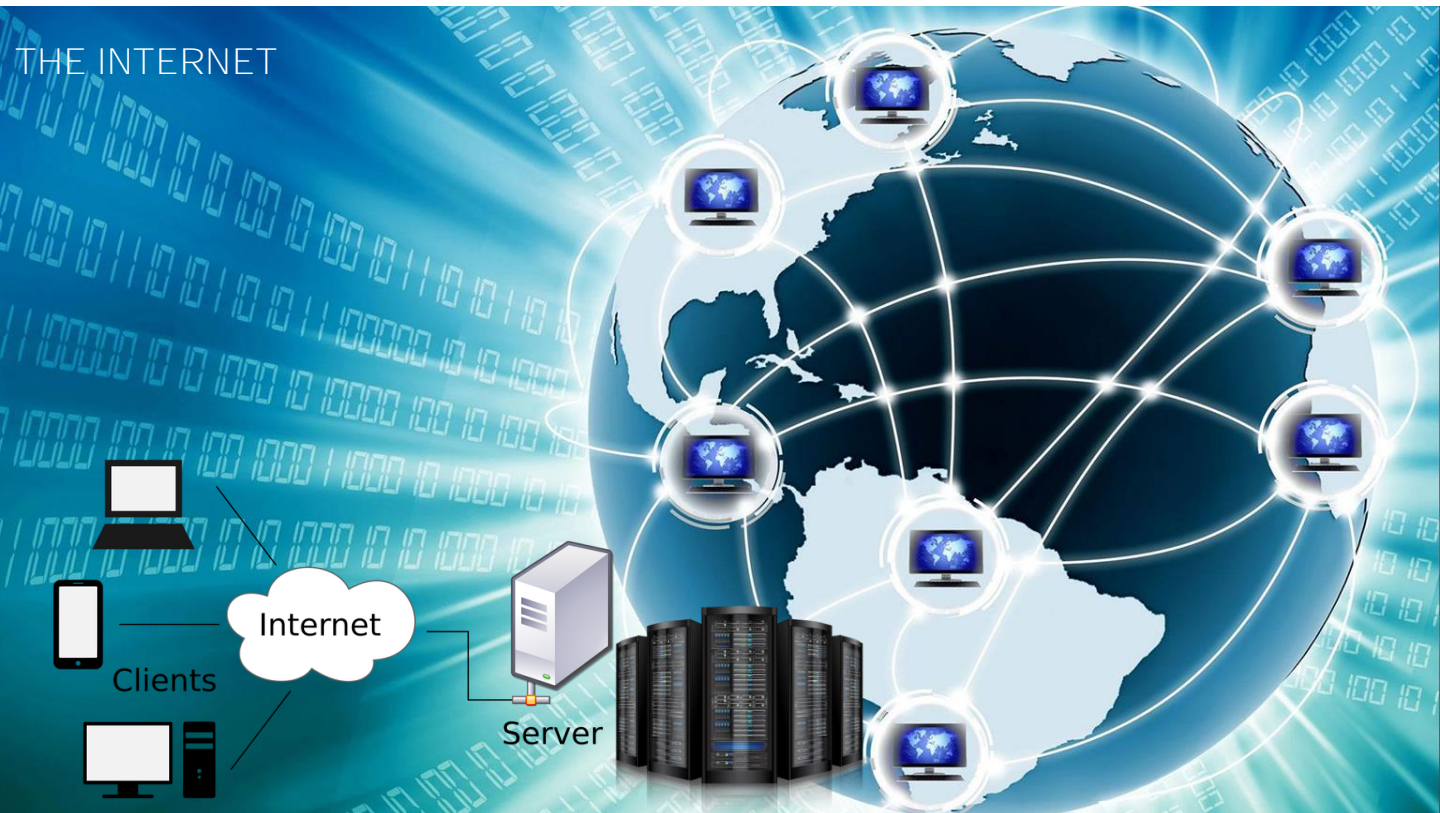
...weil Nähe zählt.



Malteser EDV-Training

Modul 2 : Internet Basics

INTRODUCING GLOBAL NETWORK: *THE INTERNET? or THE WEB?*



INTRODUCING GLOBAL NETWORK: *The Internet Services*



The World Wide Web (W.W.W.) - a collection of *web pages*, interconnected and linked by [hyperlinks](#) to access any kind of information, e.g. textual, visual, audible - websites with various content, television, online music etc.

Fast Communication with people across the world: that also includes *internet forums, social and business networks and file sharing*.



Digital Payments



& Money Transactions, incl. Online Banking &

Stocks

CONNECTING TO THE INTERNET: *NECESSARY HARDWARE*

MODEM

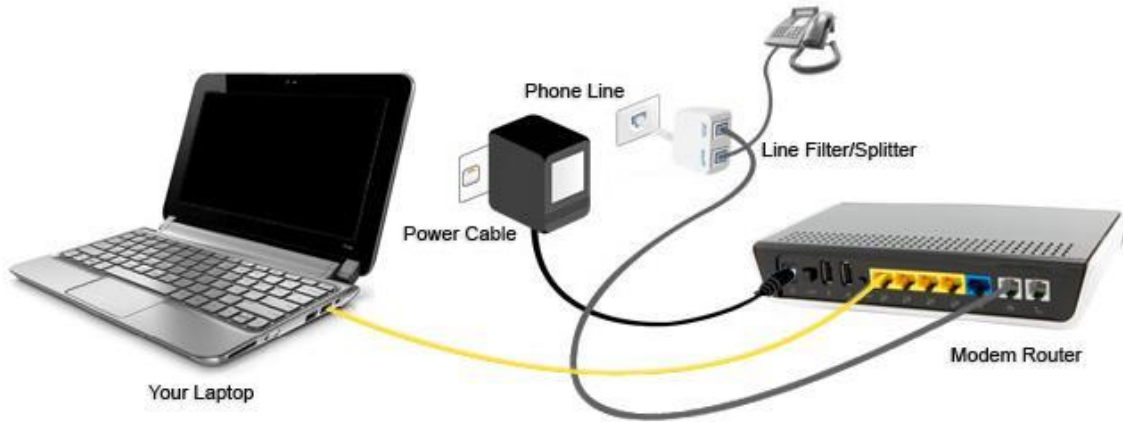


ROUTER/WiFi
ADAPTER



TABLISHING INTERNET CONNECTION

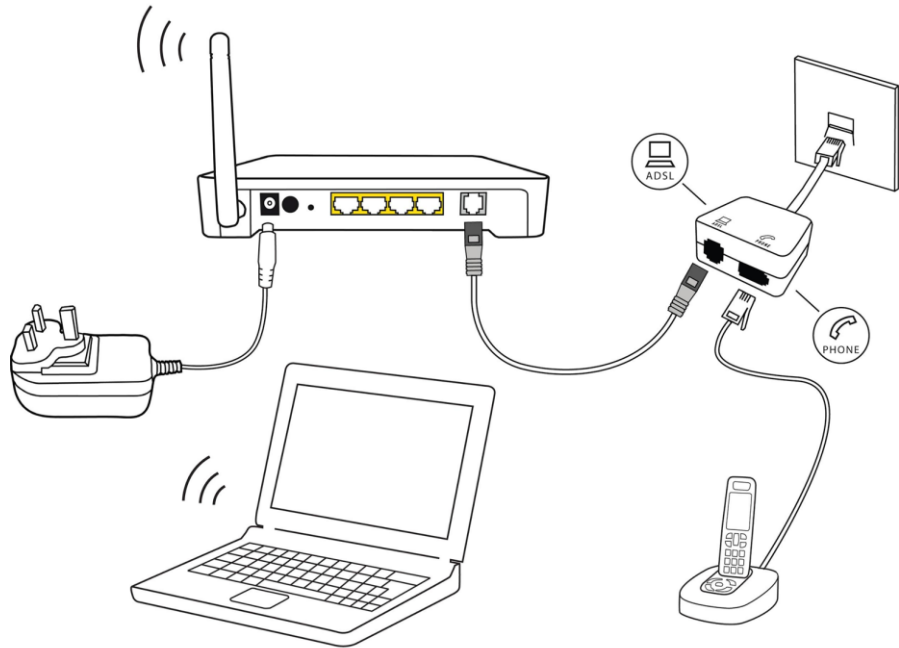
Use Ethernet cable to to connect Modem directly to your PC or laptop



↳ connect several computers or other smart devices to the Internet by using one modem and additional Ethernet cables - Wired Network

TABUSHING INTERNET CONNECTION

Use the Ethernet cable to connect your Modem to the Router that will broadband the Internet connection within certain range



↳ connect several computers or other smart devices to the Internet by using one modem and no additional cables - home Wi-Fi network

ESTABLISHING Home WiFi Network

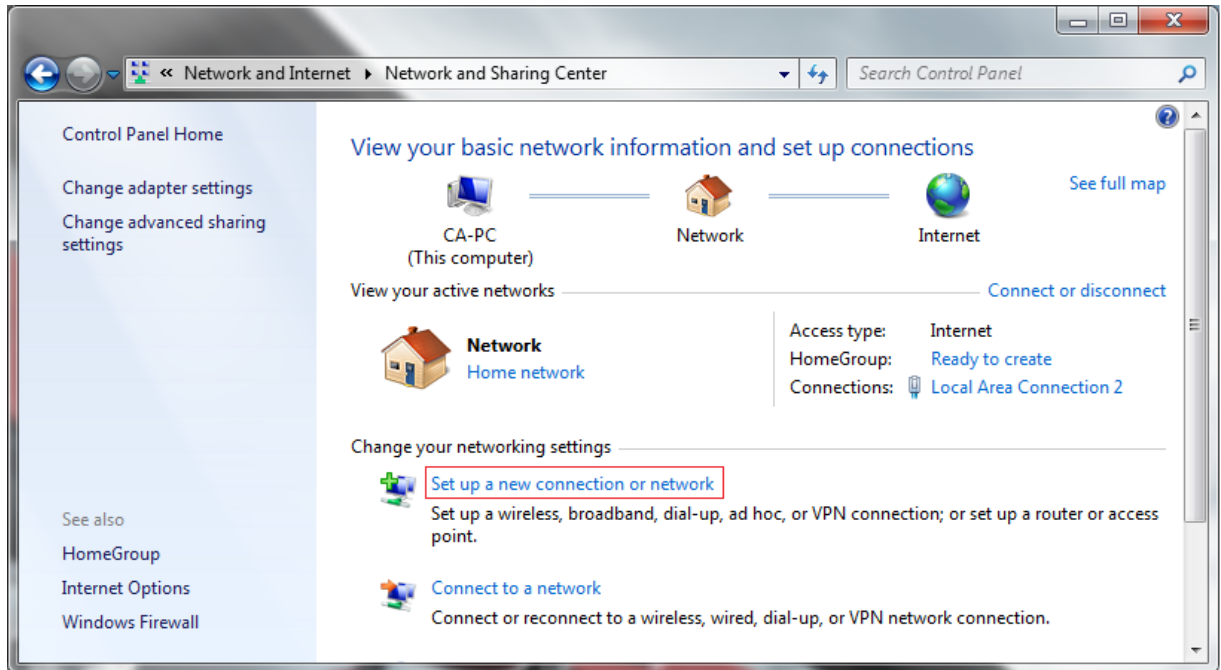


CONNECTING TO THE INTERNET

Can you answer these questions?

1. Which are the primary pieces of hardware needed to establish an Internet connection?
2. What are the two main types of Internet networks?
3. What does the router do?
4. **What is an ISP? “Who” can be an ISP?**
5. What types of the Internet connections are available today?

CONNECTING TO The Home WIFI Network:



- Control Panel - Network and Internet Settings
- Connect to other WiFi networks - again use the Control Panel or a WiFi
- in your Notifications Area



CONNECTING TO THE WIFI VIA MOBILE: CELLULAR AND WIFI CONNECTION (INCL HOTSPOT)



CONNECTING TO WiFi in Munich City, Bavaria

Sometimes libraries, cafes, and schools offer free Wi-Fi for their patrons, customers, and students.

Ask your friend or a local person to help you find an internet cafe or a library where you can connect to the Internet.

Munich City offers free WiFi in such places as:

- [free hotspot called M-WLAN](#) (City Centre: Marienpl. Odeonspl, Karlspl, Harras etc) .

Look for



- *Bars and restaurants that offer free wi-fi hotspots:*

1. [Zoozie'z](#)
2. McDonald's
3. [Ziegelhaus](#)
4. Starbucks
5. Coffee Fellows
6. Burger King
7. [frooteria juice & bagels](#)

If you buy a cup of coffee or a burger, ask the staff to give you a WiFi password!

Munich Public Libraries

- Gasteig (no library card needed, available working space)
- Stadtbibliothek (different locations)
- Bayerische StaatsBibliothek (BSB)

You may need to be a registered user to use WLAN services! Ask the library staff for more information!

Many internet cafes offer reliable wi-fi, but charge for it. Prices will usually be around 5 to 15 EUR per hour.

FINDING INFORMATION ON THE WEB

by using the
web search
engines, e.g.
Google,
Yahoo!,
Yandex,
MSN,
Search.com.

The screenshot shows a Google search results page for the query "office supplies". The top navigation bar includes links for "You", "Search", "Images", "Maps", "Play", "YouTube", "News", "Gmail", "Drive", "Calendar", and "More". The search bar contains the text "office supplies" and a magnifying glass icon. To the right of the search bar is a "Sign in" button. Below the search bar, there are tabs for "Web", "Images", "Maps", "Shopping", and "More", along with a "Search tools" button and a settings gear icon. The search results indicate "About 389,000,000 results (0.49 seconds)".

Ads related to office supplies

- Shop Office Supply Deals | OfficeMax.com**
www.officemax.com/OfficeSupplies
 ★★★★★ 8,297 reviews for officemax.com
 Buy 3, Save 30% On Office Supplies. Hurry, This Big Deal Wont Last!
 DYMO LabelWriter 450 \$99.99
 Fuego Multi-Function Super Task Office Chair \$159.99
 OfficeMax Breckland High Back Executive Office ... \$149.99
- Office Supplies at Quill® | quill.com**
www.quill.com/OfficeSupplies
 Order Office Supplies at Quill®. Fast And Free Shipping. No Minimum!
- Save On Office Supplies | Reliable.com**
www.reliable.com/Supplies
 Buy Bulk Office Supplies & Save. Fast & Free Shipping. Shop Now!
 Savings To Be Thankful For - Visit Our Holiday Shop - Weekly Specials
- Amazon.com Office Products: Office supply, school supplies, & more**
www.amazon.com/office-products-supplies...furniture/?ie=UTF8...
 Amazon.com has over 1000000 office products for your business. Low prices on ink, toner, paper, pens, pencils, printers, calendars, phones, printers, & more.
- Office Supplies: Save on Office Supplies & Products at Office Depot**
www.officedepot.com/a/browse/office-supplies/N=5+1676/
 Shop Office Depot for office supplies and low prices on products you need. Deals on paper, ink and supplies. Free delivery on qualifying orders of \$50!

Map for office supplies

The map shows a geographical area with several red pins indicating office supply locations. The pins are labeled with letters A, B, and C. The map includes major roads and landmarks.

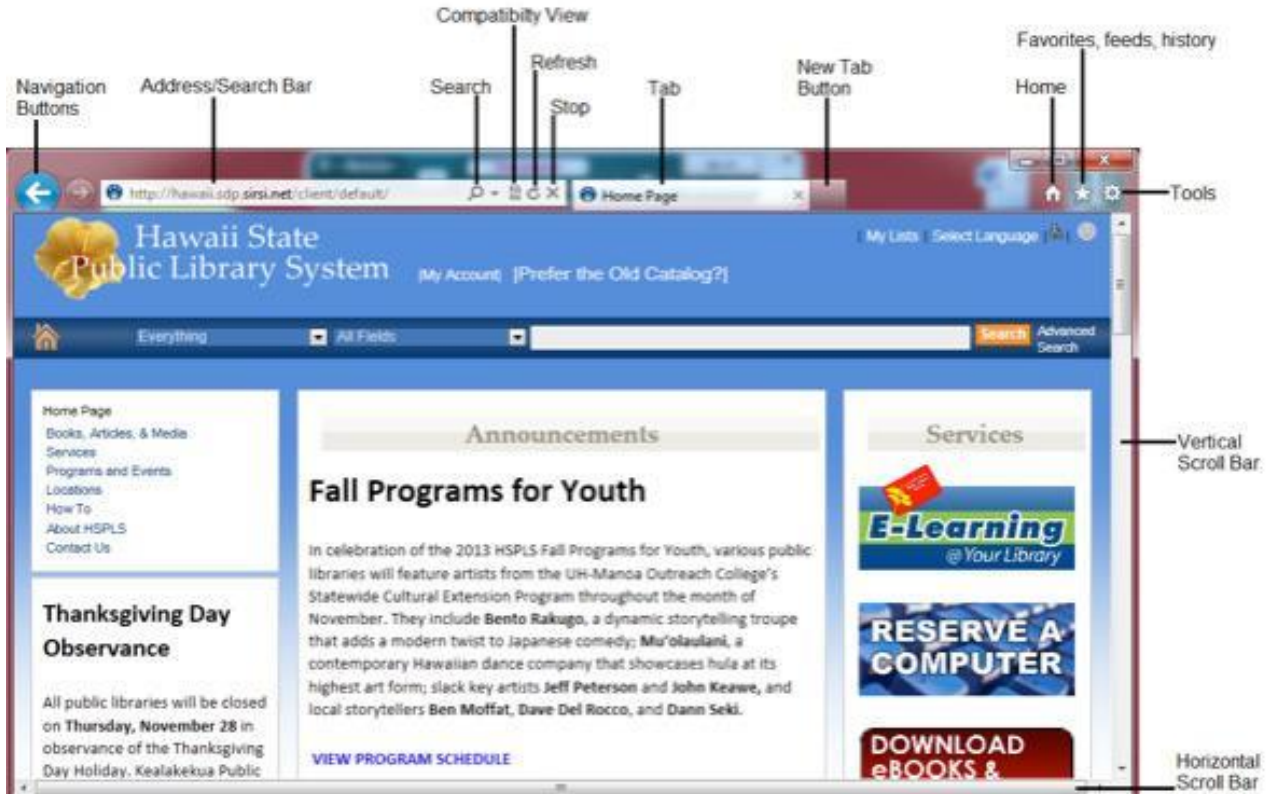
Ads

- Discount Office Supplies**
www.supplygeeks.com/
 Quality Office Supplies For Less.
 Free Shipping On \$45 Orders!
- Discount Office Supplies**
www.zerbee.com/Office-Supplies
 ★★★★★ 701 reviews for zerbee.com
 Zerbee Is Your Supply Hive.
 Shop Office Supplies And Save!
- Office Supplies - 50% Off**
www.shoplet.com/Office+Supplies
 ★★★★★ 1,725 reviews for shoplet.com
 Huge Selection In Stock.
 Free Shipping Over \$45. Buy Now!

USING BROWSERS

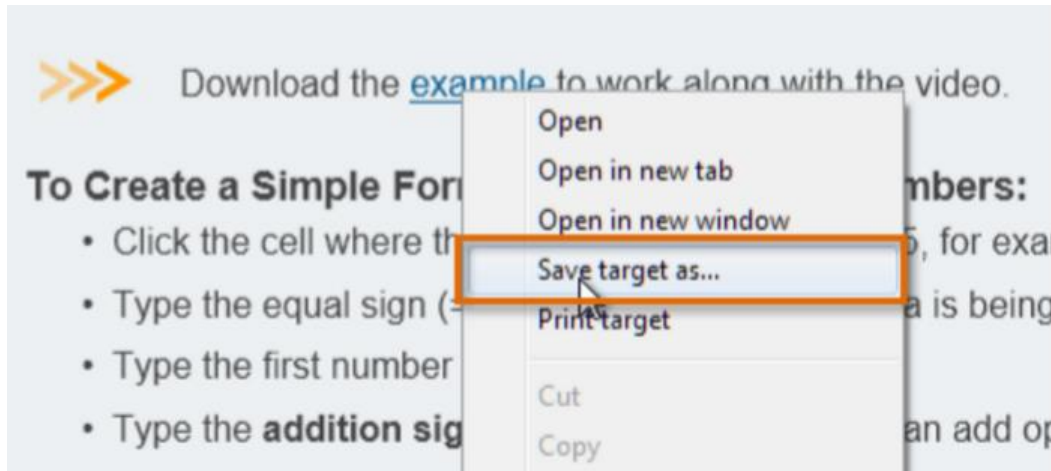


NG BROWSERS: How to Google?

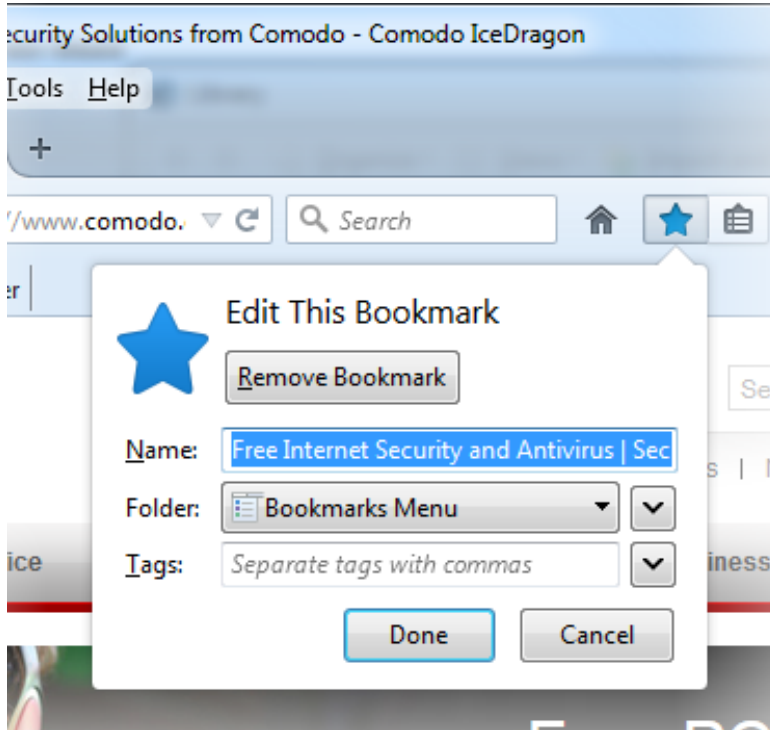


USING BROWSERS: DOWNLOADING FILES

- Your browser can display many different types of documents, media, and other files. Downloading enables you to do this by putting the file on your computer so you can access it.
- You can right-click the link and select Save Target As. You'll be able to choose the folder where the file is saved. Use ONLY secure websites!

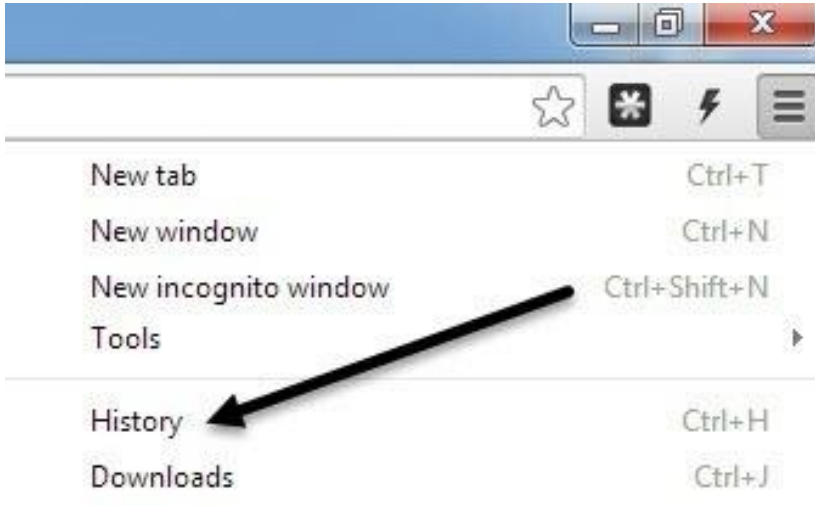


USING BROWSERS: *CREATING BOOKMARKS*



- Create Bookmarks of the visited websites in your browser
- You can return to the visited web pages without the need of saving the whole HTML page or downloading much content.
- Edit or delete your bookmarks any time

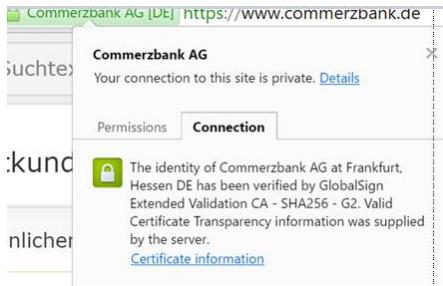
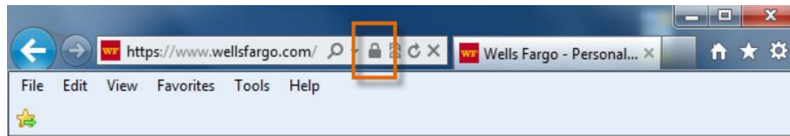
USING BROWSERS: *BROWSING HISTORY*



You can also check your browsing history by following the three parallel bricks in the right corner of a browser and clicking on the *History* option.

BASICS of the WEB SECURITY:

- ❑ Make sure a website is secure, including checking the SSL certificate e.g., when you are using banking websites
- ❑ Check the following:



- ❑ Web addresses either begin with http or https
- ❑ The browser will use a security symbol or lock
- ❑ Click on the lock icon of the website and make sure the identity of the website is verified

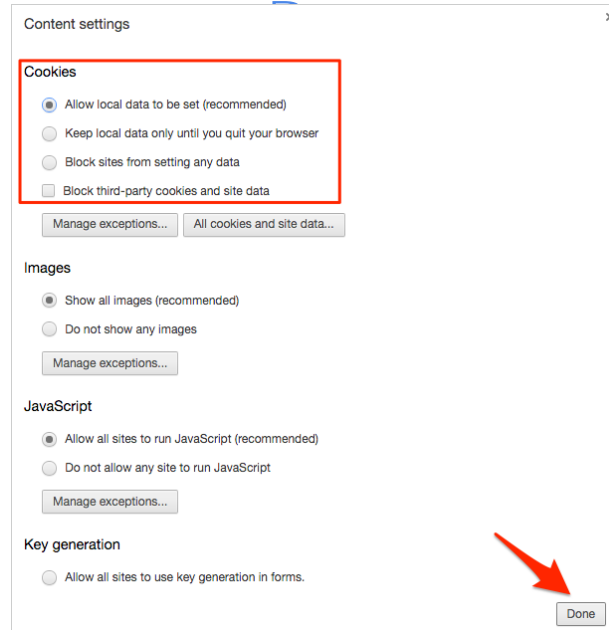
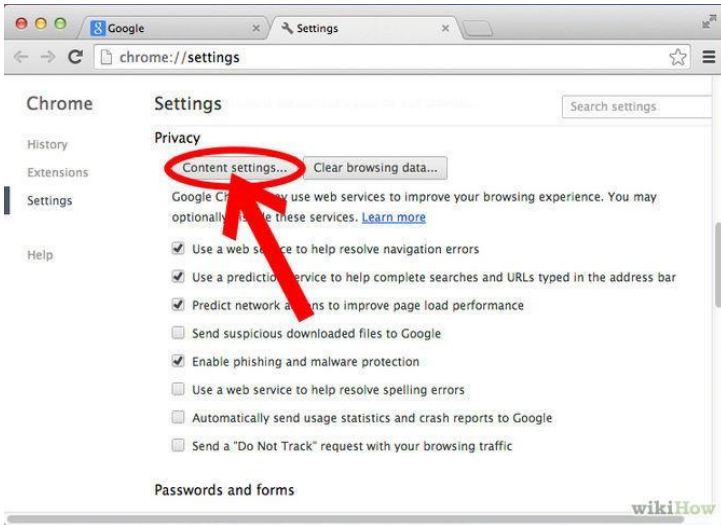
BASICS of the WEB SECURITY:

Cookies



- to identify users and possibly prepare customized Web pages - stores the information about you in your browser for later use, e.g. log in to your email or facebook accounts etc.;
- used to track browsing history which means that the next time you go to the same Web site, your browser will send the cookie to the Web server.

BASICS of the WEB SECURITY: Finding Cookies Settings in the



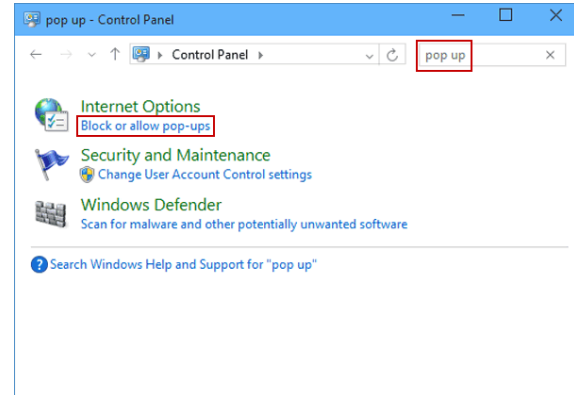
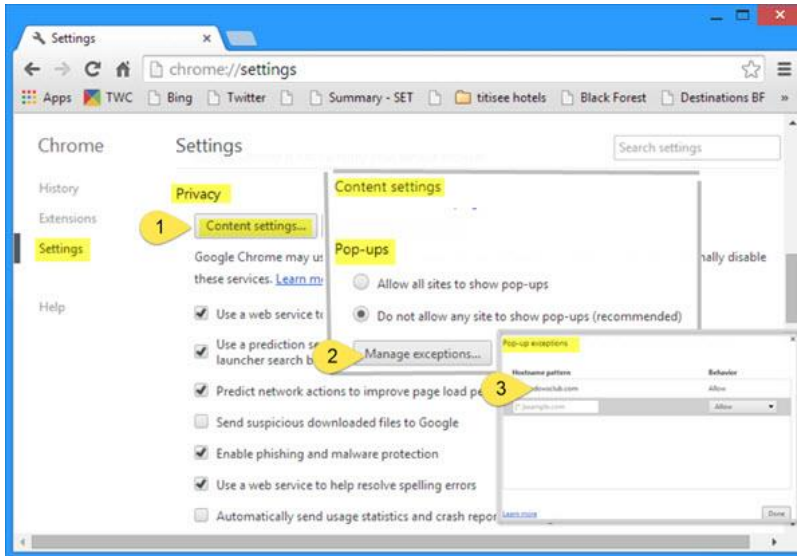
BASICS of the WEB SECURITY:

Pop-Ups



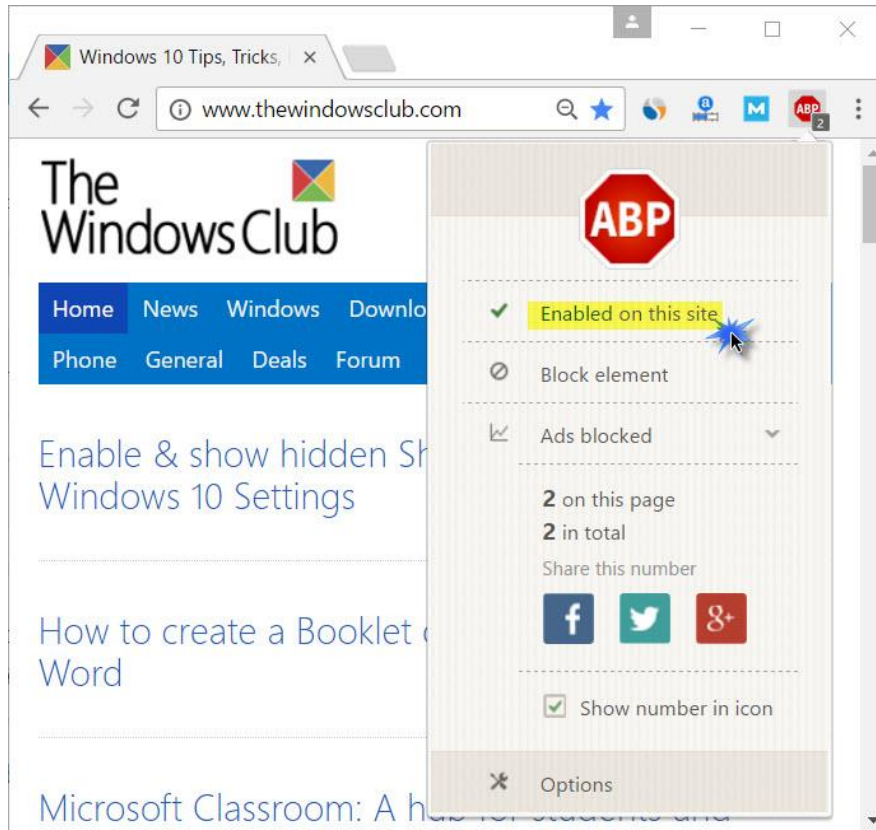
- to block advertisements, malware and other damaging content on the web
- use your browser settings to activate or turn off Pop-up Blocker

BASICS of the WEB SECURITY: Finding and setting up Pop-Up Blocker



BASICS of the WEB SECURITY:

AdBlock



BASICS of the WEB SECURITY:

IT IS VERY IMPORTANT TO PROTECT ANY PERSONAL INFORMATION!!!

Using internet sometimes requires sharing personal information if using:

- email accounts;
- social networks, e.g. facebook;
- professional networks, e.g. LinkedIn, XING;
- shopping, e.g. Amazon, eBay and other online shops;
- cloud services for businesses;
- financial operations, e.g. online banking;
- etc.



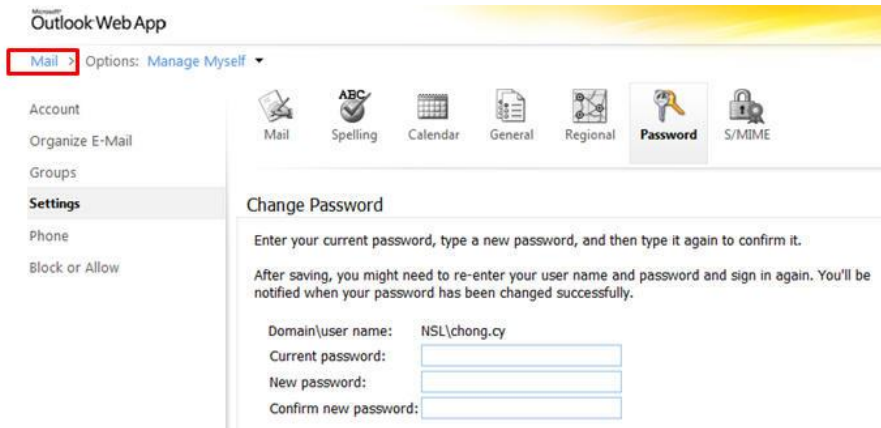
BASICS of the WEB SECURITY:

Strong passwords:

- **Never use personal information, e.g. date of birth, parents' or spouses' names, pets' names etc;**
- Use a longer password;
- If you need to write down your passwords, keep them in a secure place; **NEVER share your passwords with anyone!**
- Don't use the same password for each account;
- Try to include numbers, symbols, and both uppercase and lowercase letters if the site allows it;
- **Avoid using commonly used words and simple patterns e.g. "save the planet", "happy Tom", 123456789 or similar;**
- Random passwords are strong e.g., **H=jNp2#**

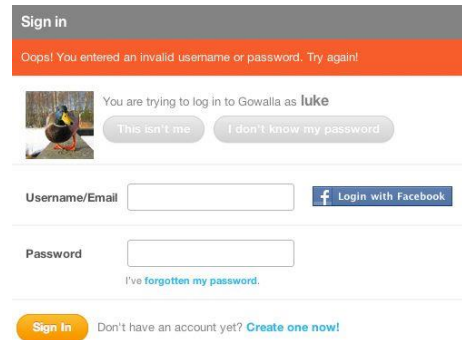
You can ask a website to remove your information. Keep in mind that websites are not always obligated to comply with your request. If the information posted about you is a direct threat to your safety and you need help negotiating with a website to remove the content, you can contact

BASICS of the WEB SECURITY:



Change your password frequently using the Account Settings

→ Send a request to Reset your password by using your another alternative account (usually email) if you have forgotten your password!



BASICS of the WEB SECURITY:

Exercise

- ☐ Navigate the website: <http://www.gcflearnfree.org/topics>
- ☐ Verify that the website is secure!
- ☐ Ask your question by typing it into the Search Bar of the website
- ☐ *Did you find your answer?* ⇒ YES! ⇒ Congratulations!



No!



Open your browser and put your question into the Search Bar of Google search engine (***type “google” into the Address Bar***). You should see many links that will help you find the answer.

Don't forget to visit ONLY secure websites!



CONGRATULATIONS!
You know how to google!