



Module 3: Mining the Internet & Saving Graphics

Facilitator Notes

The Internet is becoming a "traditional" tool for research, exploration, and dissemination in classrooms and homes around the world. The boundaries of learning and outreach are expanded as users connect to people and resources from any where and at any time. Module 3 provides an introduction to using the Internet as a research tool and provides guidelines for capturing Web graphics and content.

Learning Outcomes

Upon completion of Module 3, participants should be able to:

- Launch the Netscape Internet Browser
 - Demonstrate a basic knowledge of navigating the Internet using Netscape
- Use Search Engines to "mine" the Internet for information
 - Search using Boolean terms such as "AND," "OR" and "NOT"
 - Filter your search results to expand or limit your findings
- Save bookmarks and use them to reference useful pages
- Save images directly from the Internet
- Be familiar with copyright issues, intellectual property, and ethical use
- Navigate directory hierarchy to save images in the proper place
- Import a saved image into a StarOffice™ text document

**Conduct
effective
searches using
Boolean terms
for Internet
searches:
"AND"
"OR"
"NOT"**

Prerequisites

It is recommended that participants complete Modules 1 and 2 prior to participating in Module 3. They should be familiar with the basic operations of opening and saving documents as well as navigating the file hierarchy prior as well as the StarOffice™ 6.0 menu options, toolbars and icons. These basics are covered in Module 1. They should also be familiar with launching a Writer text document as covered in Module 2.

1. Participants should have been surveyed ahead of time to determine familiarity with the basics of the StarOffice™ 6.0 interface so that you can plan ahead.
2. If participants do not meet basic prerequisite levels, adjust your outcomes accordingly. Spend some time covering log on procedures, file hierarchy, and launching StarOffice™ 6.0 and saving documents.

Module 3 Delivery

Module 3 is designed to provide a step-by-step guide to acquire the skills to perform the learning outcomes. If time limits delivery of the complete module or if your initial surveys determine that some of the material may be too advanced for your participants, the following sections can be explored by the participant on their own time.

Discretionary Sections:

- Organizing Bookmarks
- Copyright Issues – Participants should be familiar with legalities, but it is not necessary for them to explore Web sites during the workshop.
- Inserting images into a Writer text document.

Steps:

1. Print and distribute Module 3.
2. Explain that you will demonstrate how to conduct research on the Internet using Netscape Navigator and how to save and organize bookmarks.
3. Explain that you will demonstrate how to save images from the Web and that you will touch on copyright issues.



PRACTICE

- **Practice exercises are included at the end of key sections to reinforce the concepts and to provide hands-on practice.**
- **Practice exercises require no more than 2-4 minutes.**

Demonstrate

1. Follow one of the following approaches:
 - Ask participants to “make their mice dead.” You want all eyes on the screen.
 - Alternatively, combine some demonstrations and have participants follow along with you.
2. Point out the Netscape Navigator icon. (Varies according to operating system.)
3. Explain that Netscape Navigator is a stand-alone browser used for surfing the World Wide Web. (Definition of browser can be found in the “Glossary of Terms.”)
4. Ask participants to locate the URL and standard conventions that precede a Web address.
5. Show and explain hyperlinks.
6. Show and explain back and forward buttons.
7. Show and explain bookmarks.
8. Show and explain setting default page. (Participants may want to change default page to the school, district, or nonprofit organization's home page).
9. Show and explain how to use Dogpile and Yahoooligans!.
10. Explain how Boolean operators are used to limit or expand Internet searches. Show how to conduct searches with AND, OR and NOT.

Review

1. Review the Learning Outcomes to ensure participants leave the training familiar with these basics.
2. Allow time for questions and answers. Write these on the board.
3. Encourage other participants to answer the questions and provide their insight and solutions.

Create Your Own

The **Open Gateways Curriculum for Teachers** Web site provides opportunity to reinforce the material delivered in this Module. Download the "Create Your Own" document from: www.sun.com/aboutsun/comm_invest/ogp/training/

The project activity for Module 3 involves utilizing techniques for mining the Internet and filtering results in a search engine. Have the participants work independently or teams of two.

The Create Your Own document also presents a plethora of recommended Web sites as resources teachers worldwide reference for research and learning. Also presented is a list of search engines that contain safe and reliable content and copyright-friendly art appropriate for student use

In addition, Module 3 Create Your Own displays how to present bibliographic references for documenting online resources in research.