

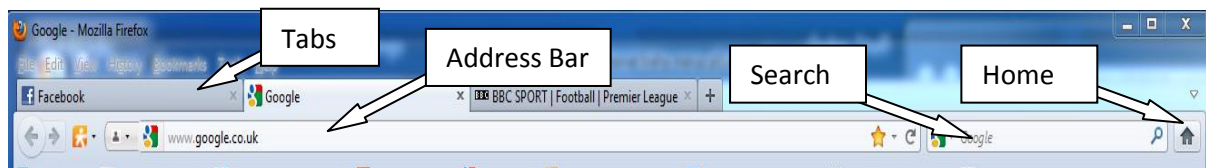
Series 4 – How Do I Access the Internet?

Welcome back to a series of computer related articles brought to you by VistaSol Computer Solutions. Over the coming weeks we are going to be featuring articles based on the theme of ‘How do I . . .?’

This week we’re continuing our series of articles on the subject of ‘How Do I Access the Internet’ by exploring the Mozilla Firefox browser in depth:

Part 7 – Firefox – The Top Bits (The Sequel!)

Continuing on from last week’s article, this week we’re going to look at the other components which make up the top section of the Firefox browser.



The main components which make up the top section of the browser window are:

1. Tabs ✓
2. Address Bar ✓
3. Search Bar
4. The ‘Home’ button

So far we’ve covered ‘Tabs’ and ‘Address Bar’, all that remains are the ‘Search Bar’ and the ‘Home’ button.

Search

The Search Bar is the text bar found in the top right corner of the Firefox window. Using Firefox's Search bar, you can use the most popular search engines without having to visit their websites. When you enter a term in the Search bar, the indicated search engine is queried, and the search results are displayed in Firefox.

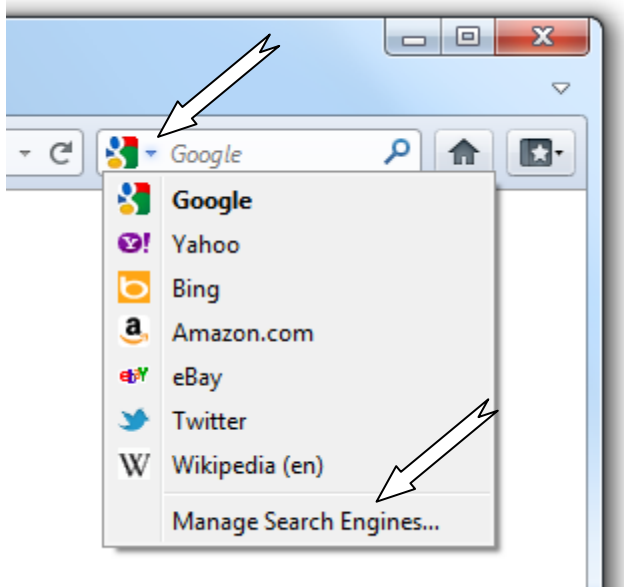
Included search engines

By default, Firefox includes the following search engines, each one suited to a specific type of search:

- **Google** for searching the web via Google
- **Yahoo** for searching the web via Yahoo
- **Bing** for searching the web via Bing
- **Amazon.com** for searching the Amazon.com retail website
- **eBay** for looking up items for sale or auction at eBay
- **Twitter** for searching people on Twitter
- **Wikipedia (en)** for searching the English Wikipedia free online encyclopedia

Switching search engines

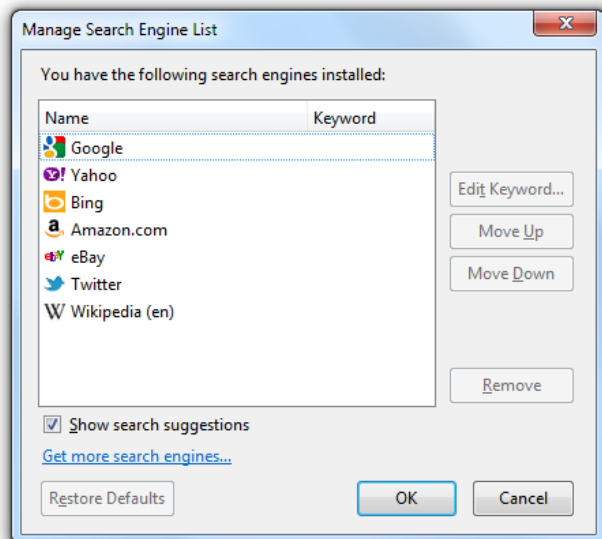
The name of the active search engine is listed in the Search bar and is identified by the small icon. In the following example, the active search engine is Google. To change the active search engine, click the down arrow next to the search engine's icon, and select a new search engine.



Managing search engines

Through the Search Engines Manager, you can download and install additional search engines for Firefox. You may find that you need additional search engines to look for specific types of content, such as encyclopedia articles, recipes, or song lyrics.

- To open the Search Engines Manager, click the search engine icon and select Manage Search Engines....

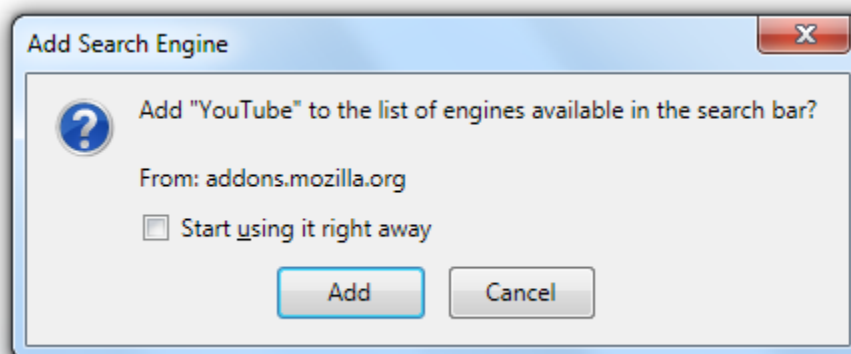


Adding search engines

Through the Search Engines Manager

In the Search Engines Manager, you can add new search engines that have been released for use with Firefox.

1. To open the Search Engines Manager, click the search engine icon and select Manage Search Engines....
2. To add a search engine, click **Get more search engines....** The Mozilla Add-ons Search Engines page is displayed.
3. To add one of the displayed search engines, click the Add to Firefox button. The Add Search Engine dialog is displayed.

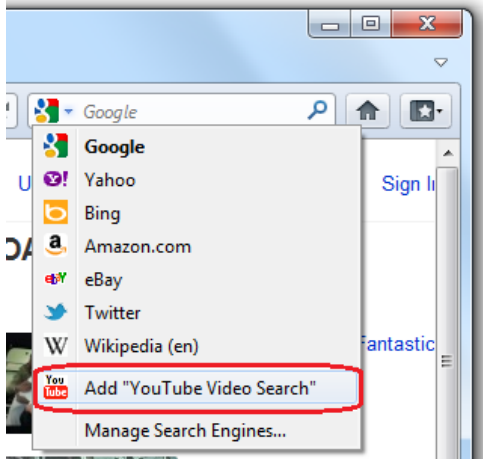


4. To begin using the search engine immediately after you add it, click **Start using it right away.**
5. To add the selected search engine, click Add.
6. The search engine is now available through the search engines list in the Search bar.

While visiting a website

Some websites offer search engines that you can add to Firefox. These search engines are specific to the website.

1. For example, when you visit the YouTube website, the website offers a search engine that can be installed in Firefox.
2. To add the site-specific engine, open the search engine list and select Add "YouTube Video Search".



3. The search engine appears in the search engines list.

Removing a search engine

1. Click the search engine icon and select Manage Search Engines..., to open the Search Engines Manager.
2. To remove a search engine, select it from the list, and click Remove.

If you accidentally delete a default search engine, click Restore Defaults to recover the default search engines.

- If you accidentally delete a search engine that you installed, you must re-install it.

Re-ordering search engines

1. Click the search engine icon and select Manage Search Engines..., to open the Search Engines Manager.
2. In the Search Engines Manager, select the search engine you want to move. To move it up in the list, click Move Up. To move it down, click Move Down.

Search suggestions

If needed, you can allow Firefox to prompt you with **search suggestions**. When search suggestions are enabled, as you type in the Search bar, Firefox presents a list of suggested matches based on the letters that you have typed so far. Instead of

typing the remainder of the search string, you can scroll the list to find the search suggestion for which you wish to search.

- To enable search suggestions for all of your installed search engines, select **Show search suggestions** in the Search Engines Manager

The Home Button

The Home button is located to the right of the search bar. As its name suggests, clicking on this button will take you back to whatever your Home Page is set as.

That's about it as far as Firefox is concerned, next week we'll look at something completely different (to give you a break from Firefox)!