

THE GOOGLE SEARCH



Nekoosa Help Desk Lesson #3

Using Google's Search Function

Today we will be covering...

- Where to find the Google Search
- How to search for what you need
- Best practices for searching



Getting to Google





Opening a Web Browser

Google search can be found on any web browser. A web browser is a program used to surf the web. There are many different web browsers available, on both phones and computers. If you are on your phone, simply tap the app to open it. If you are on a computer, open the browser of choice by double clicking the icon on the desktop.



Web Browsers

There are so many web browsers to choose from! Use the one you are most comfortable with already, or try to pick one and stick with it. Any of these will work!



Google Chrome



https://en.wikipedia.org/wiki/Google_Chrome

Microsoft Edge



https://commons.wikimedia.org/wiki/File:Microsoft_Edge_logo_%282019%29.svg

Mozilla Firefox

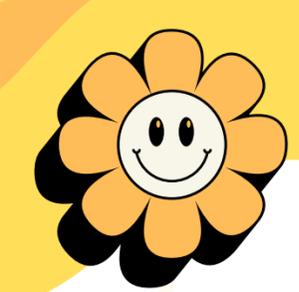


<https://en.wikipedia.org/wiki/Firefox>

Safari



[https://logos.fandom.com/wiki/Safari_\(iOS\)#2017%E2%80%93present](https://logos.fandom.com/wiki/Safari_(iOS)#2017%E2%80%93present)



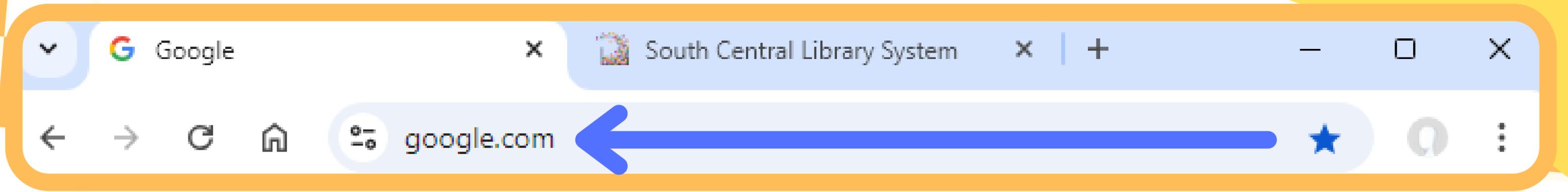
Web Setting



Web browsers and Search Engines are two different things! This means that Google Chrome and Google search are separate entities. While this presentation will be focusing on Google, search engines like Bing and Yahoo are also available to use and function basically the same as Google.



Google.com



When you open up a web browser, the top bar almost always defaults to google.com. If you go to different page and you want to get back to google, type in [google.com](https://www.google.com) into the top bar on your web browser. This will bring you to the Google home page. You do not need to go to google.com to search things on google, but sometimes it is a nice home base to return to when you get lost on the internet.



The Google Home Page



Google

Google Search

I'm Feeling Lucky



Google Search

I'm Feeling Lucky

The Google Home Page can look different every day. Sometimes, there are even little games you can play there!

Your Default Search Engine

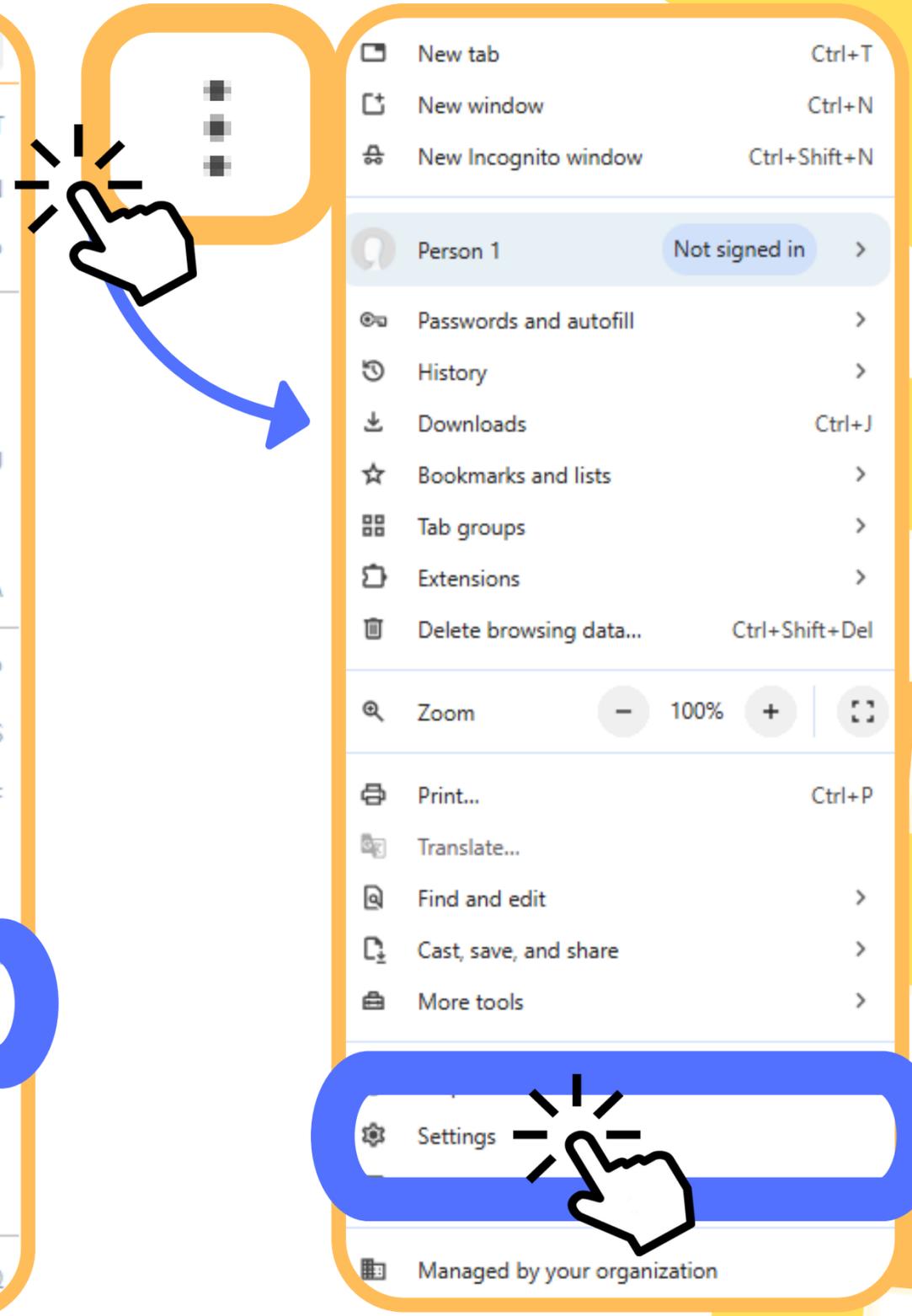
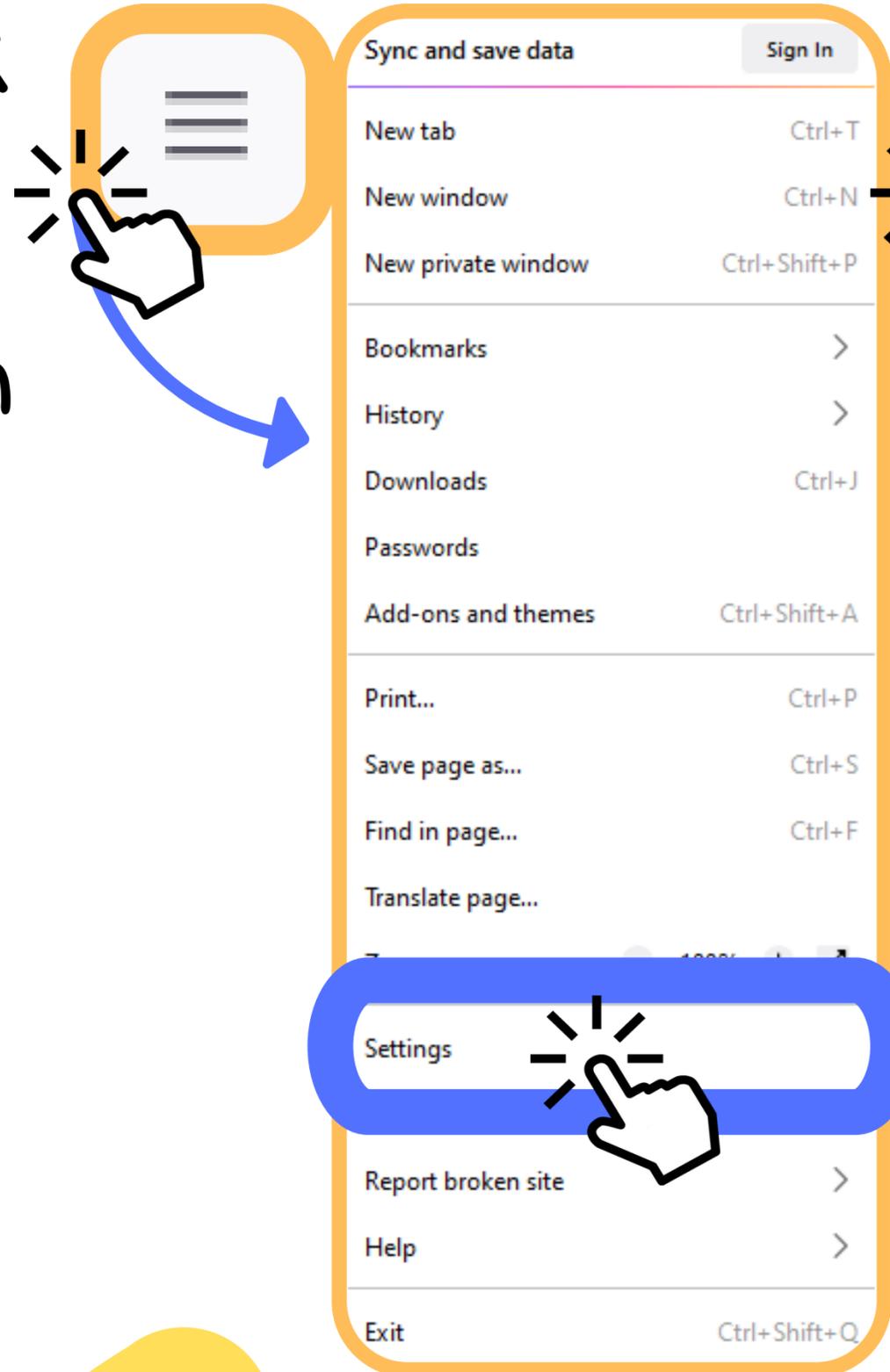
The nifty thing about google is that, if google is your default browser, you don't need to go to google.com to search things. You can just use the top bar to search on google.

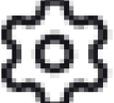
To find your default browser settings, locate the three dots or bars in the top right of your web browser, under the X button.



Changing Settings

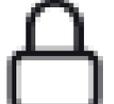
Once you click on the dots or bars, click on settings. This can look different depending on your browser.



 General

 Home

 Search

 Privacy & Security

 Sync

 Firefox Labs

 More from Mozilla

 You and Google

 Autofill and passwords

 Privacy and security

 Performance

 Experimental AI

 Appearance

 Search engine

 Default browser

 On startup

 Languages

 Downloads

 Accessibility

 System

 Reset settings

 Extensions 

 About Chrome

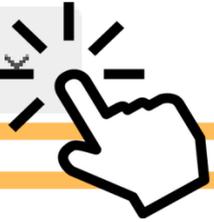
Once inside the settings menu, click  on “search” or “search engine”

Search

Default Search Engine

This is your default search engine in the address bar and search bar. You can switch it at any time.

Google

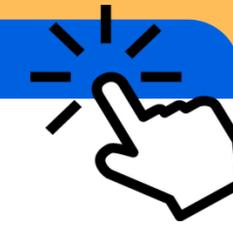


Google

Bing

Amazon.com

Ask Web Search



Search engine

Search engine

The search engine you choose will be used for features like searching from the address bar and from images on web pages. [Learn more](#)

Vosteran

Change



Manage search engines and site search

Search engine

These search engines are popular in your region

Google

Microsoft Bing

Yahoo!

Vosteran



Cancel

Set as default



Finally, click  on the search engine options button and change it to Google (or whatever search engine you prefer if you don't use google)



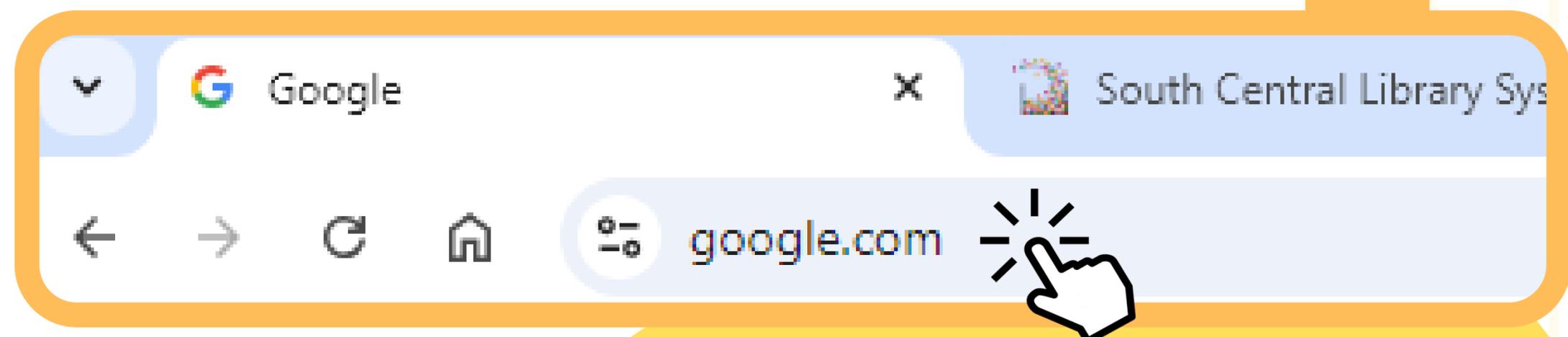
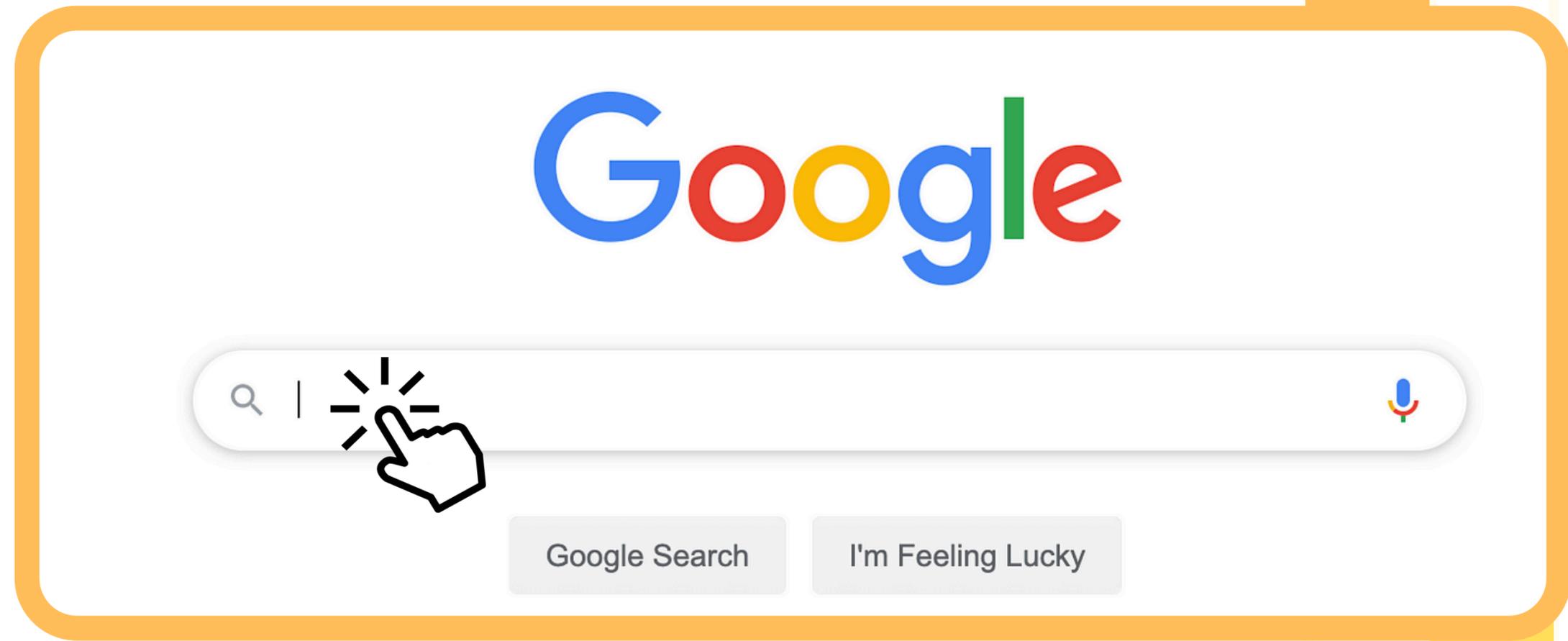
How to Search



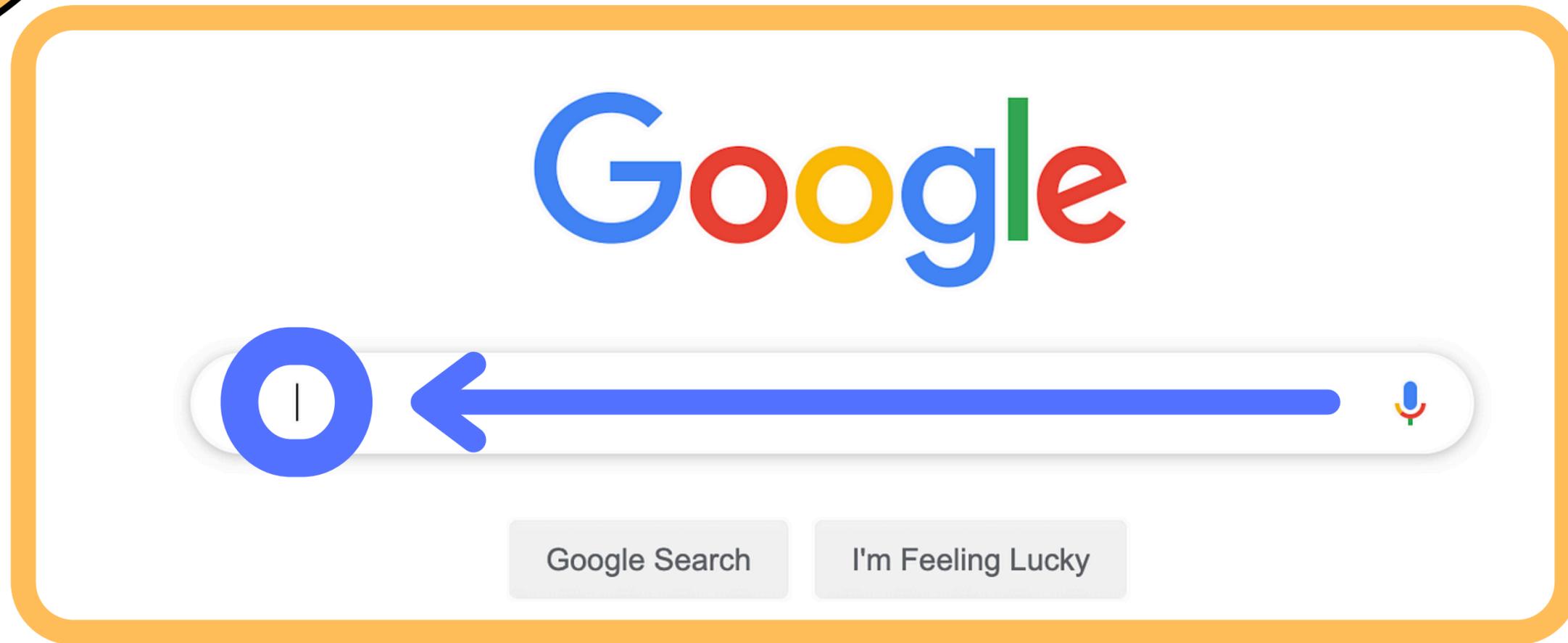


The Search Bars

Whether you are on google.com, or are using the top bar on your web browser, click  on the search bar. If you need to, clear the search bar using the backspace button.

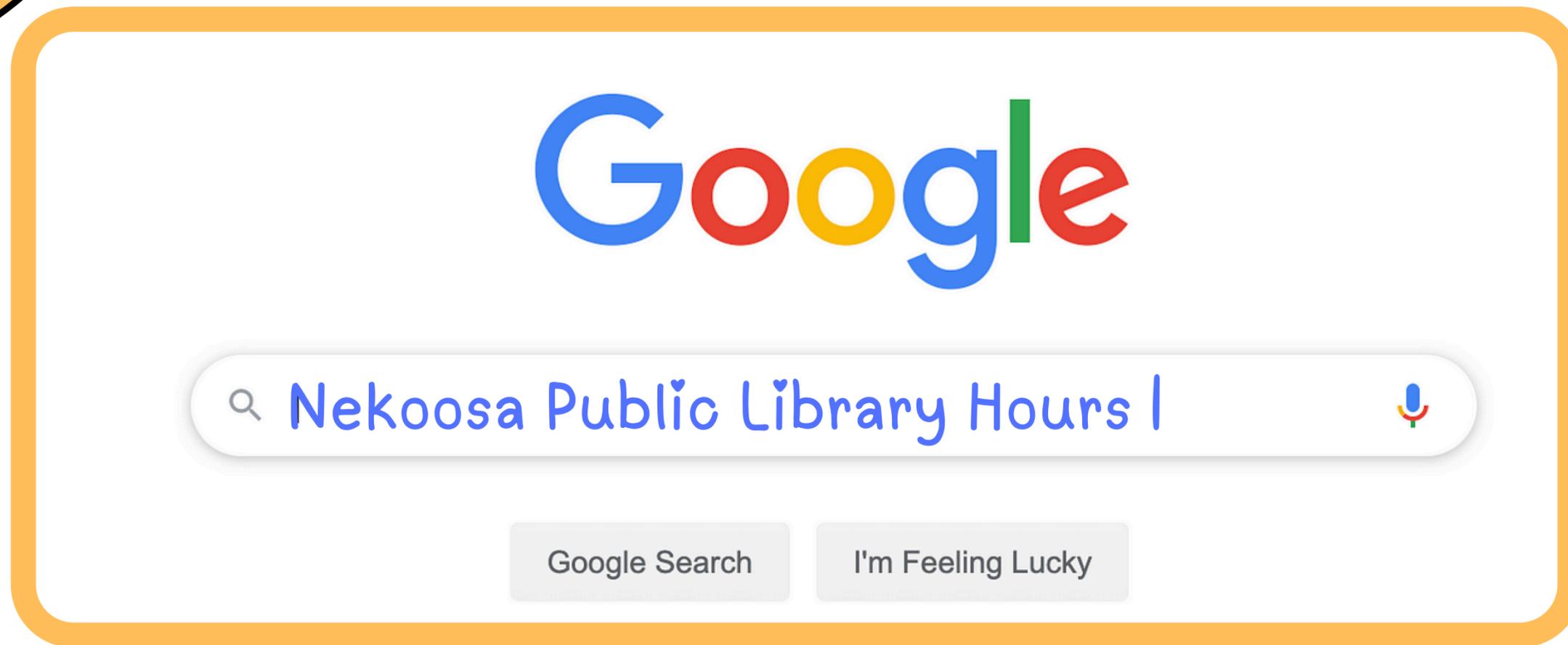


Ready...



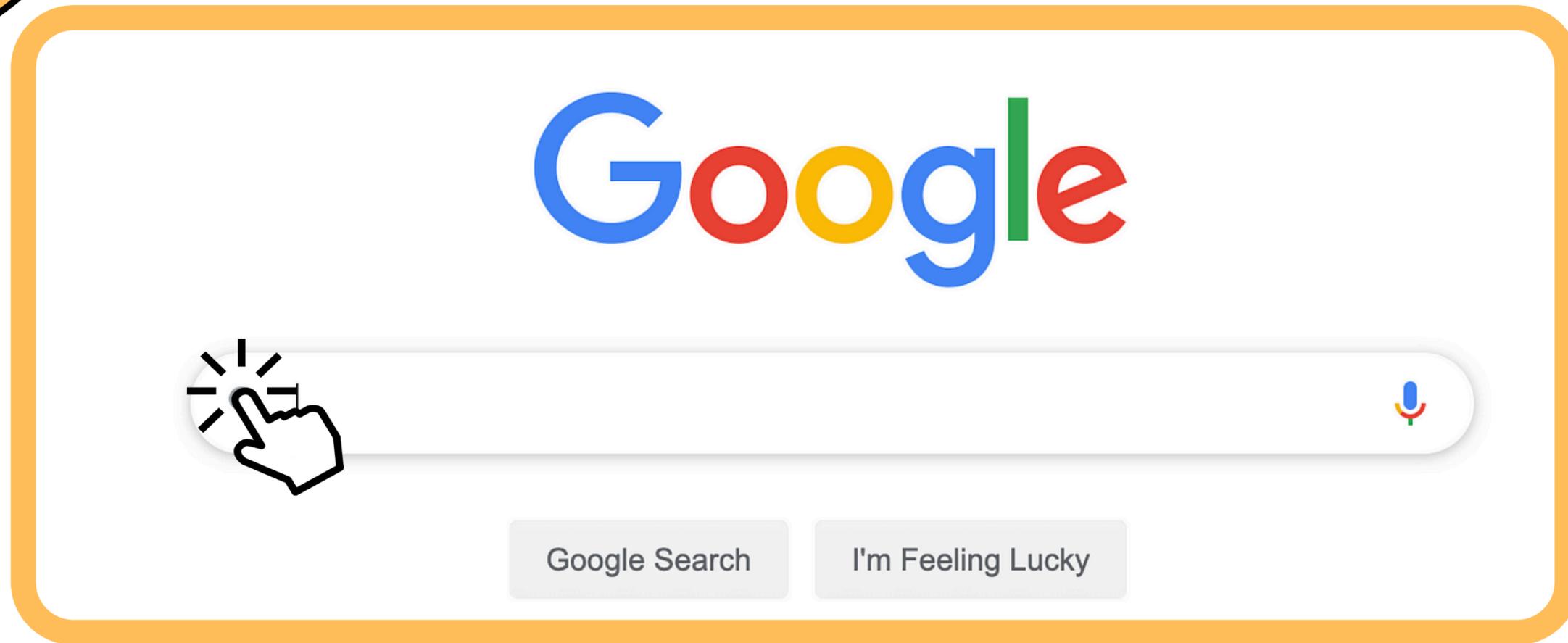
Once you have clicked on the search bar, a small flashing bar should pop up, this indicates that you have selected the bar and can start typing into the field.

Set ...



Next, start typing in whatever you would like to search the internet for.

Go!



Finally, click the magnifying glass button, or hit enter on your keyboard! A new page should pop up with results for your search.

Tips & Tricks



Start with the Basics

No matter what you look for, start with a simple search like **where's the closest airport?**. You can add more descriptive words if needed. If you're looking for a place or product in a specific location, add the location in your search. For example, **bakery Seattle**.



Search with your Voice

Having trouble typing? To search with your voice, tap or click the  microphone on the google.com search bar and talk into your computer or phone microphone. When you are done, click the magnifying glass or hit enter to search.



Choose Words Carefully

Use terms that are likely to appear on the site you're looking for. For example, instead of **my head hurts**, say **headache**, because that's the term a medical site uses.

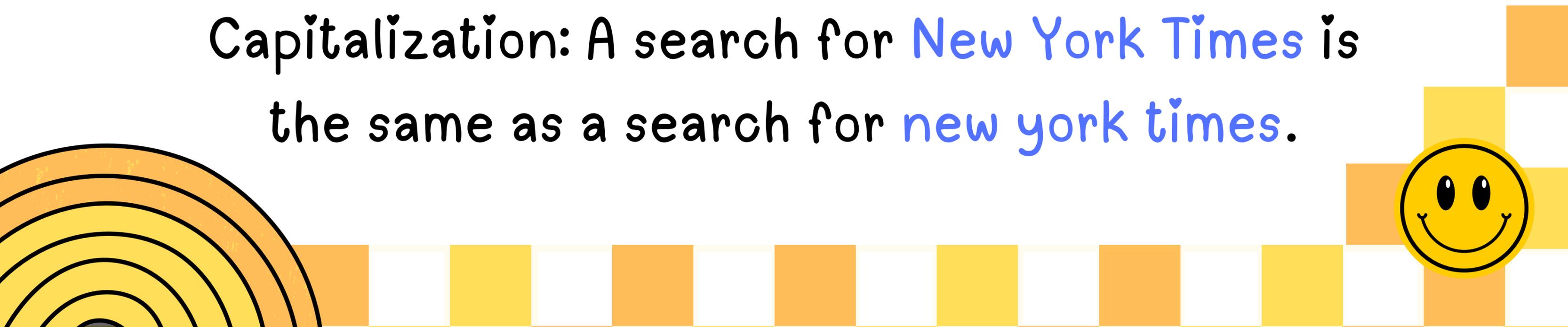


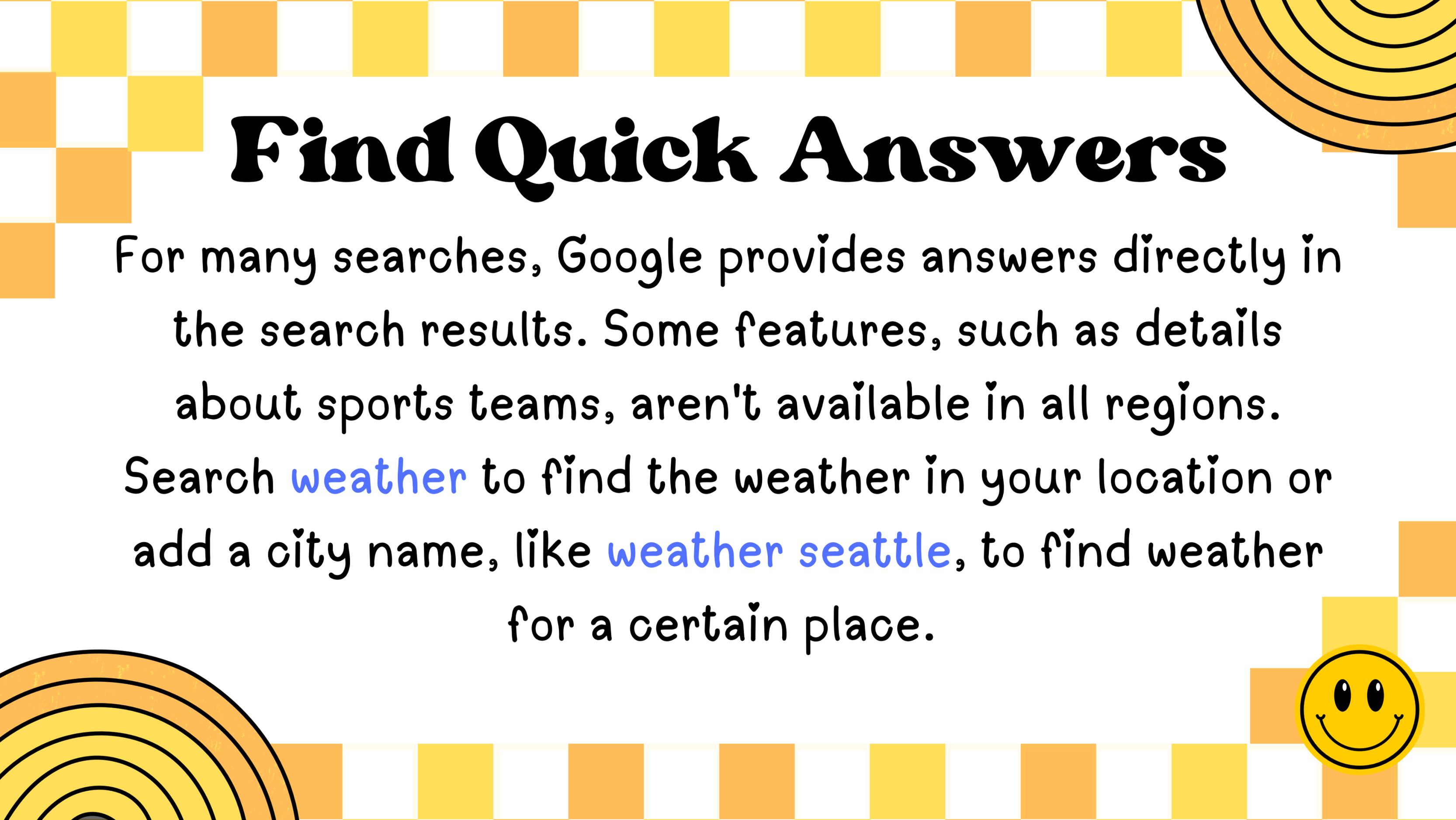


Don't Sweat the Small Stuff

Spelling: Google's spell checker uses the most common spelling of a given word, regardless of how you spell it.

Capitalization: A search for **New York Times** is the same as a search for **new york times**.

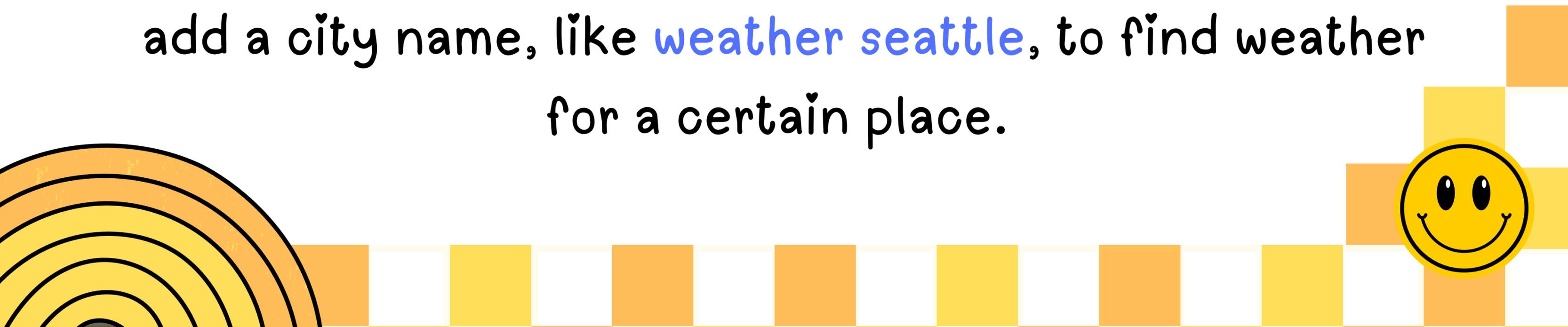




Find Quick Answers

For many searches, Google provides answers directly in the search results. Some features, such as details about sports teams, aren't available in all regions.

Search **weather** to find the weather in your location or add a city name, like **weather seattle**, to find weather for a certain place.



More Tips

Dictionary: Put **define** in front of any word to find its definition.

Calculations: Enter a math equation such as **3*9123**.

Unit conversions: Enter any conversion, such as **3 dollars in euros**.

Sports: To find a schedule, game scores, and more, search for the name of your team.

Quick facts: Search for the name of a celebrity, location, movie, or song to find related info.



Google Results

After searching something, a results page should pop up, showing your original search and the sites and info that match best.



The screenshot shows a Google search for "nekoosa public library hours". The search bar at the top contains the text "nekoosa public library hours" and includes icons for search, voice search, and image search. Below the search bar are navigation tabs for "All", "Images", "Maps", "Shopping", "News", "Videos", "Forums", "More", and "Tools". The search results are for "Nekoosa, WI" and show a prominent result for "9 AM-6 PM" with a dropdown arrow, labeled "Charles & Jo Ann Lester Library, Wednesday hours". Below this is a link to "nekoosalibrary.com" with the URL "https://www.nekoosalibrary.com". The main result title is "Charles & JoAnn Lester Library - Nekoosa: Home", followed by a list of links: "Find books, movies & more", "New Adult & Young Adult Titles", "New Juvenile Titles", "New Audio-Visual Titles", "Hours", "Contact Us", "Request a Room", and "Library Catalog". There are two additional result cards: "Calendar" with a right arrow and "Library Closed" with a right arrow. At the bottom, there is a link for "More results from nekoosalibrary.com »".

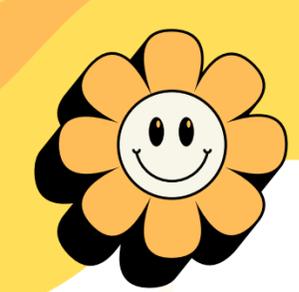


Top Tabs

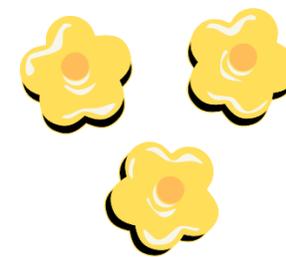
If you are looking for images, shopping links, videos, and more, explore the top tabs to get more specific results.



The screenshot shows a Google search for "nekoosa public library hours". The search bar is at the top with the text "nekoosa public library hours" and a search icon. Below the search bar, the "All" tab is highlighted with a blue rounded rectangle, and other tabs like "Images", "Maps", "Shopping", "News", "Videos", "Forums", and "More" are visible. The search results are for "Nekoosa, WI". The first result is a snippet showing "9 AM–6 PM" for "Charles & Jo Ann Lester Library, Wednesday hours". Below this is a link to "nekoosalibrary.com" with the URL "https://www.nekoosalibrary.com". The main result is titled "Charles & JoAnn Lester Library - Nekoosa: Home" and includes a list of links: "Find books, movies & more", "New Adult & Young Adult Titles", "New Juvenile Titles", "New Audio-Visual Titles", "Hours", "Contact Us", "Request a Room", and "Library Catalog". There are also sections for "Calendar" and "Library Closed" with right-pointing arrows. At the bottom, there is a link for "More results from nekoosalibrary.com »".



Watch Out!



There are 2 major things to watch out for when searching on google. Sponsored Results, and AI answers.

- Results that have a Sponsored label on them pay google so that their information shows up first for relevant searches. These sites often have biased information and should be carefully fact checked.
- Google's AI result is an AI that pulls from multiple websites and uses algorithms to create an answer for your search. It often generates false info, so avoid using it.



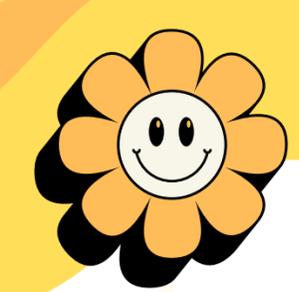
Tech Help Page!

Thank you for checking out our google search tutorial. This presentation can be found on our website along with all of our other Nekoosa Help Desk resources.



**THANK
YOU**





Sources

<https://support.google.com/websearch/>

[answer/134479?hl=en](https://support.google.com/websearch/answer/134479?hl=en)

[google.com](https://www.google.com)

