

Internet Skills: Exercise 3

Search engines can help you find useful information. Usually, the information you find on the internet is text. **Text** means letters, words, and sentences.

Search engines can also help you find **images, audio, and video.**

Images = pictures

Audio = things you can listen to

Video = things you can watch

In this exercise you will learn how to find images on the internet. You will also learn about fair ways to use images that you find on the Internet.

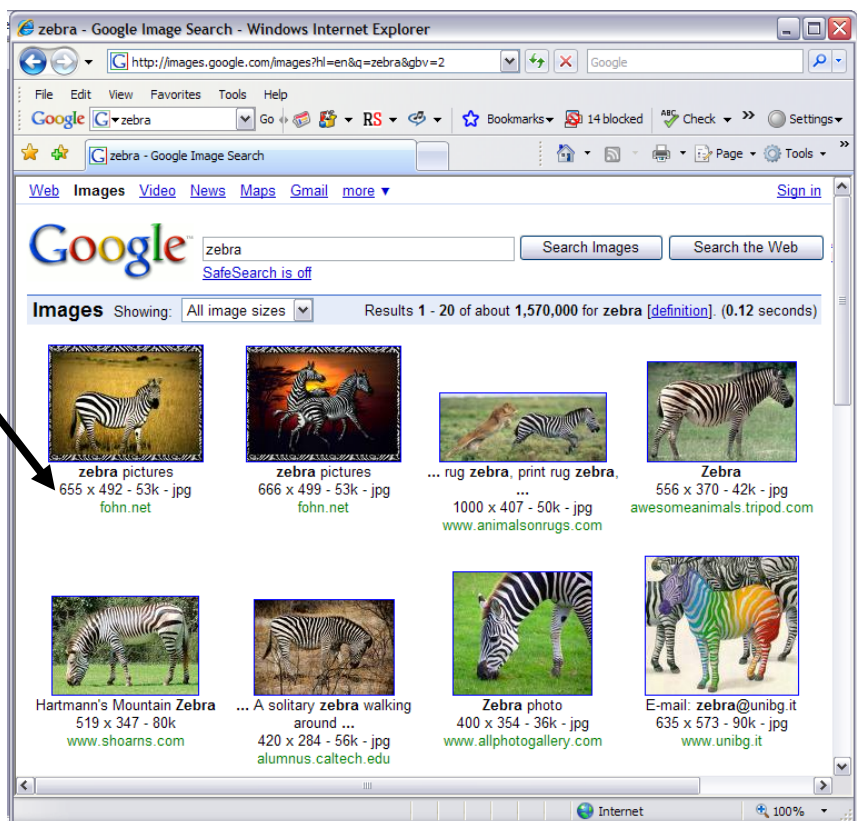
1. **Go** to www.google.com
2. **Click** on **IMAGES.**
3. **Click** in the search box. **Type zebra. Press ENTER.**
4. You will see many pictures of zebras.

Under each picture is the **title** of the picture, the **size**, and the webpage **where the picture is located.**

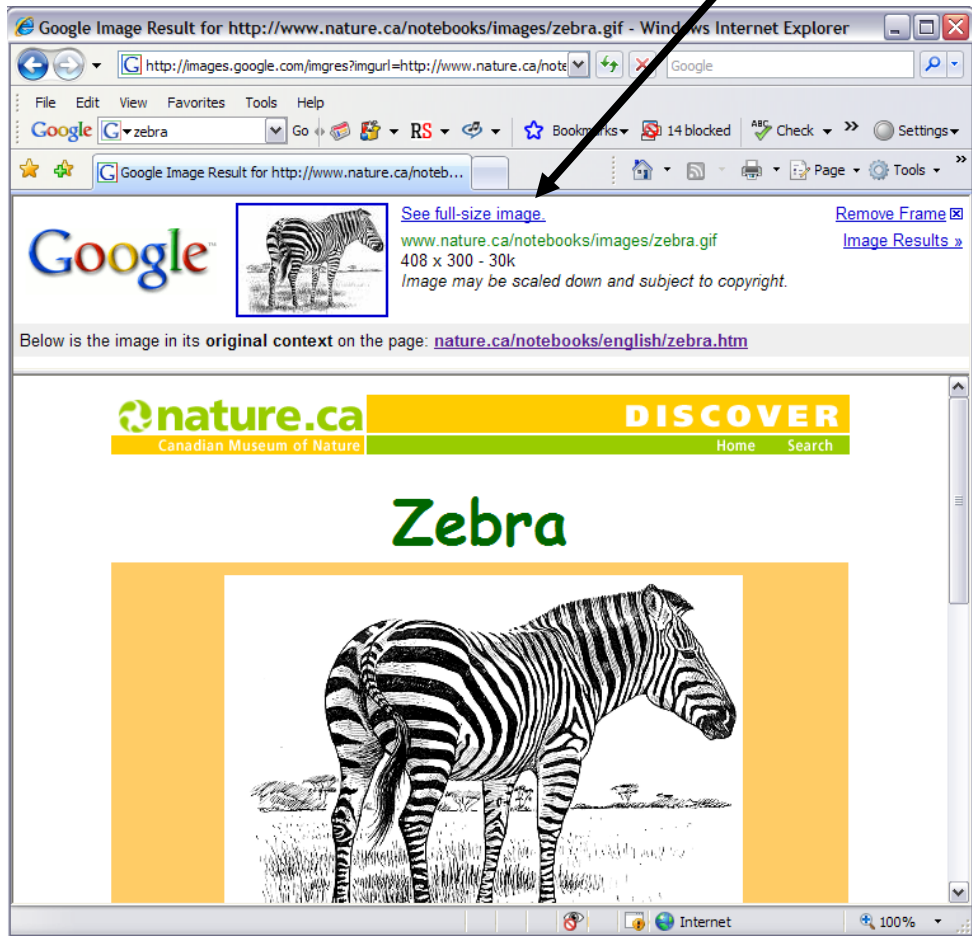
5. **Click** on one of the pictures.
6. This is the website that put this picture on the Internet.

Remember, everything on the internet was put there by some person who has the information on his or her computer.

7. **Scroll down.** Can you find the picture in the webpage?

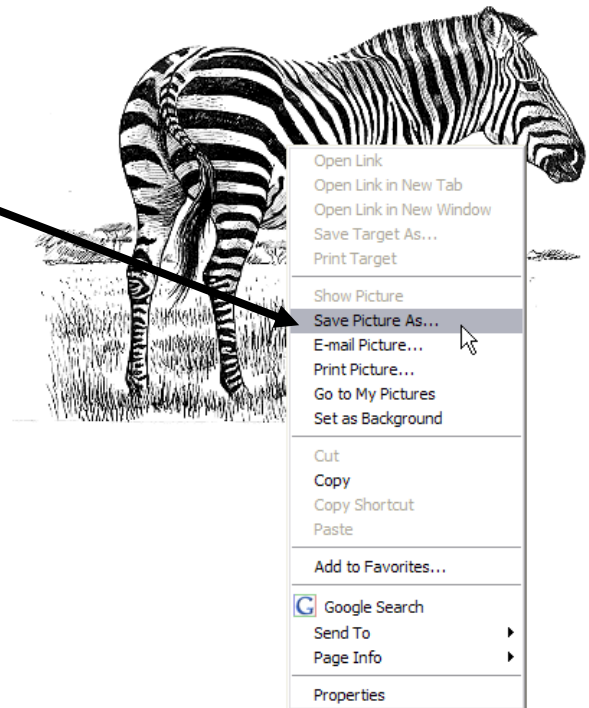


8. **Scroll up.** Next to a small copy of the picture, **Click on See Full-Size Image.**



9. Now you see only the image. **Right-click** on the picture.

10. **Select SAVE PICTURE AS.**



11. **Click** on **MY COMPUTER**

12. **Double- Click** on the place where you want to save your files.



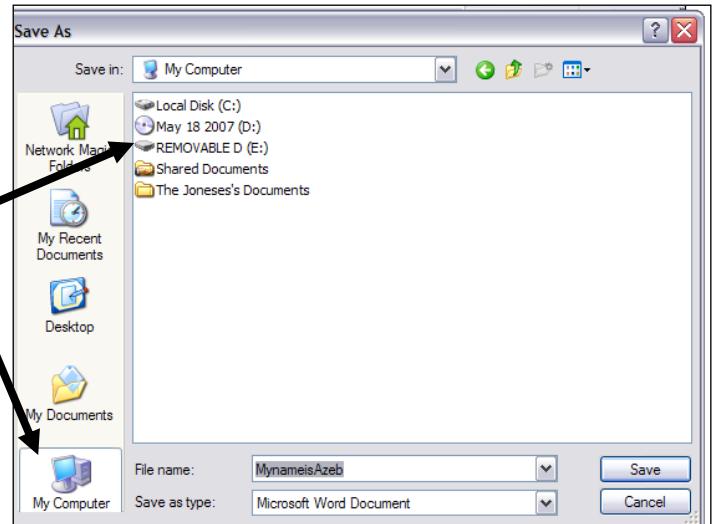
= **3 1/2 Floppy**



= **Removable Disk**

13. **Click** on **SAVE**.

14. Now the picture is saved on your disk.
You can also copy the picture to use it in other programs. **Right-click** on the picture.



15. **Select COPY**. Now the picture is in the memory of the computer.

16. Don't close the Internet browser but **Open Microsoft Word**
(**Click** on **START, PROGRAMS, MICROSOFT OFFICE, MICROSOFT WORD**).

17. **Right-click** in the Word document. **Select PASTE**. You will see the picture in the Word document.

18. **Click** on the picture. **Put the cursor** over the small black square on the corner of the picture.

19. When the cursor looks like this,
Click and Drag to change the size of the picture.

20. **Minimize** the Word document.

21. Go to **www.google.com**



22. **Click** on **IMAGES**

23. **Click** in the search box. **Type Lion**. **Press ENTER**.

24. **Click** on a picture. **Click** on **See Full-Size Image**.

25. **Right-click** on the image. **Select COPY**.



26. **Click** on the Word document at the bottom of the screen.

27. **Click** in the white space on the document.

28. **Right-click. Select PASTE.**

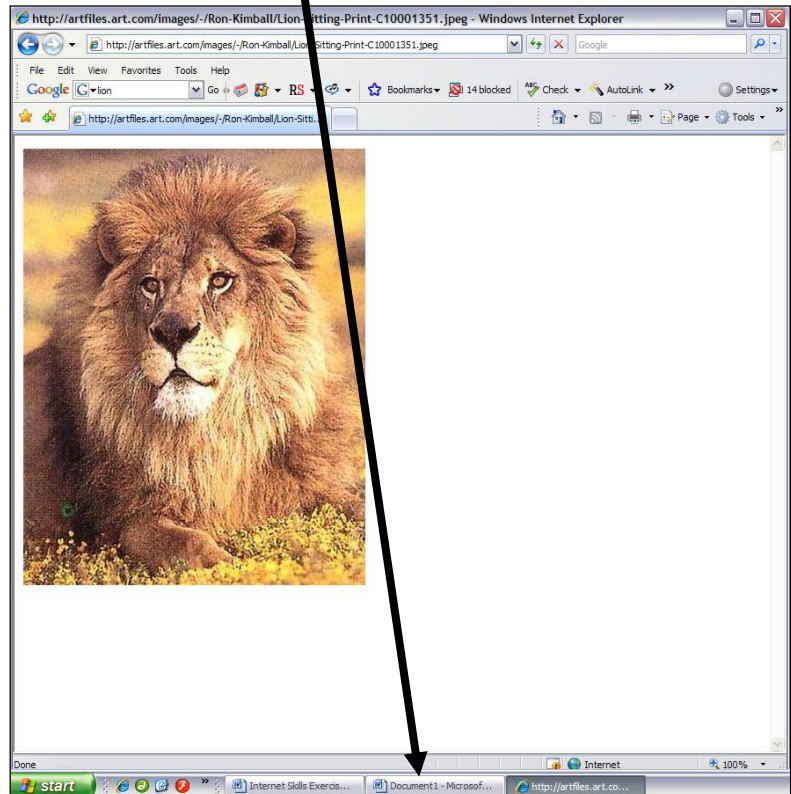
29. Change the size of the image.

30. Now add two more images of animals to your document.

31. **Save** your document on your disk.

32. **Print** your document, and add it to your pile of worksheets.

□



33. Pictures on the Internet are put there by someone who has the picture on his or her computer.

Copyright Law has rules about who owns a picture and who can make money from that picture. Usually, the person who took the picture or drew the picture owns it.

If you find images, audio, or video on the Internet that you like and want to look at again, you don't need to worry about copyright law. But if you are going to use the picture for something that many people will see, like a presentation, book, or your own website, you should try to get permission from the person who owns the photo. You should also write the photographer's name and the website address in your document.

Some pictures on the Internet are in the **Public Domain**. Pictures in the Public Domain are okay to use without permission. You still need to give credit to the photographer by writing their name and the website address in your document. Usually, images on government websites are in the public domain.



The important thing about copyright law is that a picture is *yours* only if *you* create it.

Circle true or false to answer each question below:

- | | | |
|--|------|-------|
| 1. The main idea of copyright law is that you shouldn't copy any pictures from the Internet. | True | False |
| 2. The main idea of copyright law is that the person who creates a picture owns it. | True | False |
| 3. Copyright law applies to situations when many people will see the image or when someone will make money from the image. | True | False |
| 4. Most pictures on the Internet are in the Public Domain. | True | False |
| 5. You should write the name of the photographer and the website address when you use another person's image. | True | False |

34. Now you will make a document with pictures from your country of birth. Because this document will only be used as a class assignment, you do not need to get copyright permission for the images you will use.

35. **Go** to www.yahoo.com

36. **Click** on **IMAGES**.

37. **Search** for pictures from your birth place. **Copy** and **Paste** images into a Word document.

38. **Type** descriptions next to each image in your document. Your document should have at least 5 images.

39. **Save** your document. **Print** your document, and add it to your pile. You are finished with this exercise, if there is time left you can browse a subject that interests you until class time is over.

