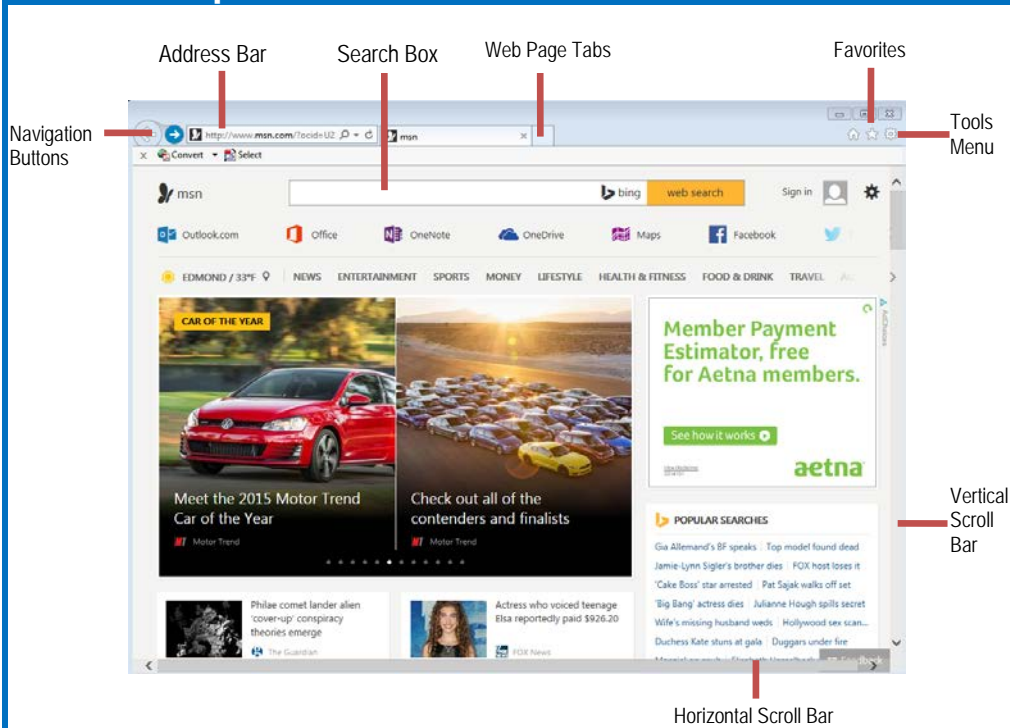


Internet Explorer 11 Window



Keystroke Shortcuts





General

Find	<Ctrl> + <F>
Open new window	<Ctrl> + <N>
Print a Web page	<Ctrl> + <P>
Select all items	<Ctrl> + <A>
Zoom in	<Ctrl> + <+>
Zoom out	<Ctrl> + <->
Full Screen Mode	<F11>
Help	<F1>

Navigation—Go To

Cycle through items on a web page	<Tab>
Up One Screen	<Page Up>
Down One Screen	<Page Down>
Home page	<Alt> + <Home>
Refresh page	<F5>
Stop download	<Esc>
Go forward	<Ctrl> + <->
Go backward	<Ctrl> + <←>

The Fundamentals

- **Pinned Sites:** To access websites you visit frequently, you can pin them to the taskbar, which is at the bottom of your computer screen. All you have to do, is open the website and click and drag to the task bar.
- A **web address** is also called a Uniform Resource Locator (URL) and it is made up of several parts: **http://** This stands for Hypertext Transfer Protocol, the set of rules for exchanging files on the World Wide Web.
Domain name: The unique name that identifies an Internet site. Domain names have two or more parts separated by dots. For example, www.customguide.com.
- **To Open a Web Page:** Click the **Address Bar** and type the address of the Web page. Or, press <Ctrl> + <L> and enter the address.
- **To Open a Hyperlink:** Click the hyperlink on the Web page.
- **To Open a Hyperlink in a New Tab:** Press and hold <Ctrl> and click the hyperlink on the Web page.
- **To Refresh a Web Page:** Click the  **Refresh** button on the Address Bar, or press <F5>.
- **To Stop Downloading a Page:** Click the  **Stop** button on the Address Bar, or press <Esc>.
- **To Go Back to a Page:** Click the **Back** button or press <Alt> + <←>. Or, click the **Recent Pages** button and select the page.
- **To Go Forward a Page:** Click the **Forward** button or press <Alt> + <→>. Or click the **Recent Pages** button and select the page.
- **To Print a Web Page:** Click the  **Tools** button at the top right and select **Print** or press <Ctrl> + <P>.
- **To Print Preview:** Click the  **Tools** button at the top right and select **Print** then **Print Preview** from the list.
- **To Search the Web:** Click in the Instant Search box or press <Ctrl> + <E>. Type your search word or term and press <Enter>. Press <Alt> + <Enter> to view results in a new tab.
- **To Change the Search Box Provider:** Click the list arrow on the right side of the Search box and select a new search provider.
- **To Add a Search Provider:** Click the list arrow on the right side of the Search box, select **Find More Providers** and follow instructions.
- **To Use AutoComplete in the Address Bar:** Start typing the URL of the page you want to open. A list of previously typed addresses appears below the Address Bar. Use the down arrows or the mouse to select an address from the list and press <Enter>.

Tabs

Open a New Tab	<Ctrl> + <T>
Close Tab or Window	<Ctrl> + <W>
Open link in new tab (background)	<Ctrl> + <click>
Open link in new tab (foreground)	<Ctrl> + <Shift> + <click>
Open Duplicate Tab	<Ctrl> + <K>
Switch to next tab	<Ctrl> + <Tab>
Switch to previous tab	<Ctrl> + <Shift> + <Tab>

Navigation—Address Bar

Select Address Bar	<Alt> + <D>
View list of entered addresses	<F4>
Select Instant Search Box	<Ctrl> + <E>
Add page to Favorites	<Ctrl> + <D>
Open dialog box	<Ctrl> + <L>
Add "www." and ".com" to beginning and end of text in Address Bar	<Ctrl> + <Enter>