Lab 01: Manual

World Wide Web (WWW) or simply Web:

"World Wide Web" or simple "Web" is the name given to all the resources of internet.

- It is huge collection of **web pages** of information linked to each other around one globe.
- Each web page is a combination of text, picture, audio, video, animation and hyperlinks.
- Tim Berners-Lee is the father of WWW
- Web pages can designed with HTML, XML, and JavaScript

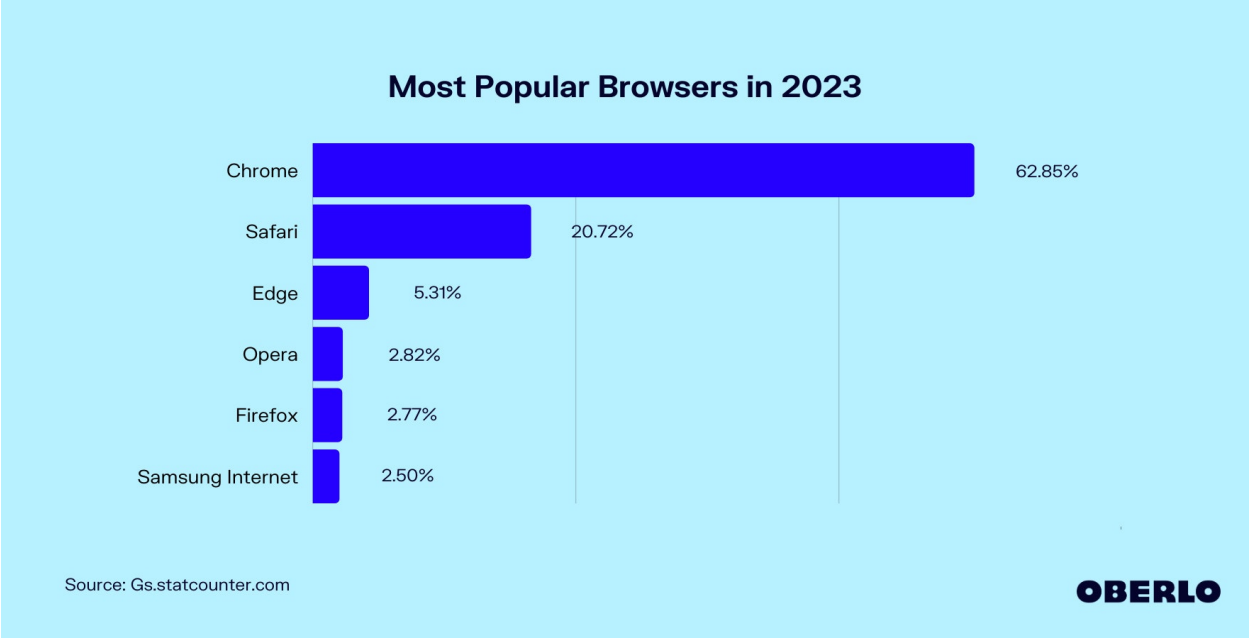
Website

- It is a collection of interlinked web pages
- Website is accessed through URL

Web Browser:

The special software or application program with which you can access web is called "Web Browser".

1. Google Chrome
2. Microsoft Edge
3. Opera
4. Firefox
5. Safari
6. Tor
7. Brave



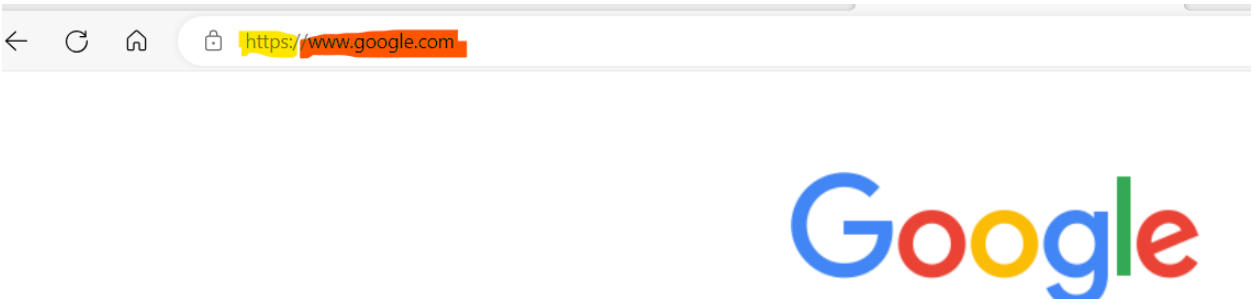
Universal resource locator (URL) :

- URL stands for Uniform Resource Locator
- It is a fundamental concept on the internet used to identify and locate resources such as web pages, files, and services.
- A URL is a text-based address that allows you to specify the location of a resource on the World Wide Web.
- It consists of several components that provide information on how to access the resource. Here's a breakdown of the main components of a URL:

let's break down the components of a URL using "https://www.google.com" as an example:

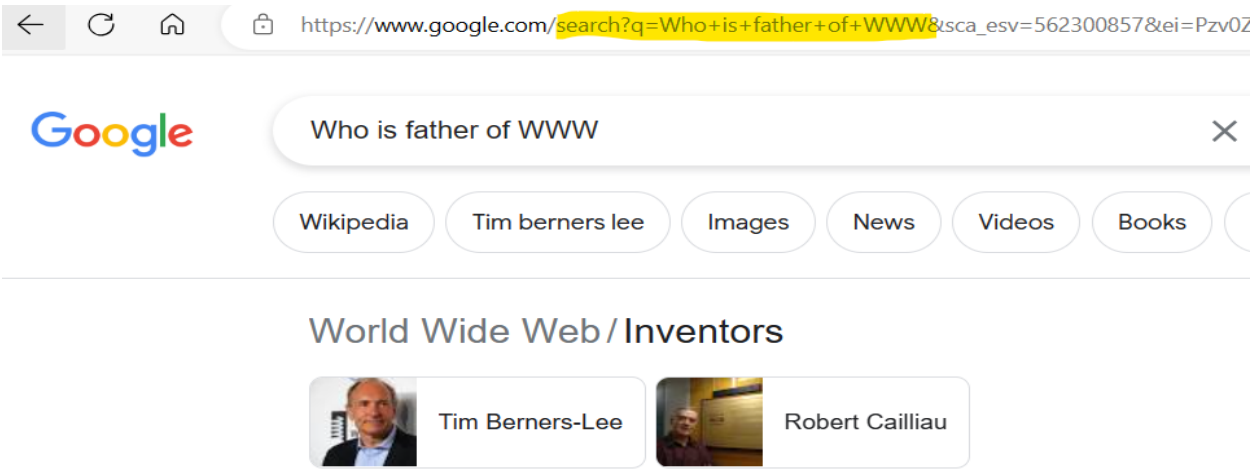
- **Protocol**: "https://" - This indicates the protocol to use, in this case, Hypertext Transfer Protocol Secure (HTTPS), which is a secure version of HTTP used for web browsing.

- **Domain/Host**: "www.google.com" - This part specifies the domain name of the website you want to access. In this case, it's "google.com." The "www" is a subdomain commonly used for web servers.



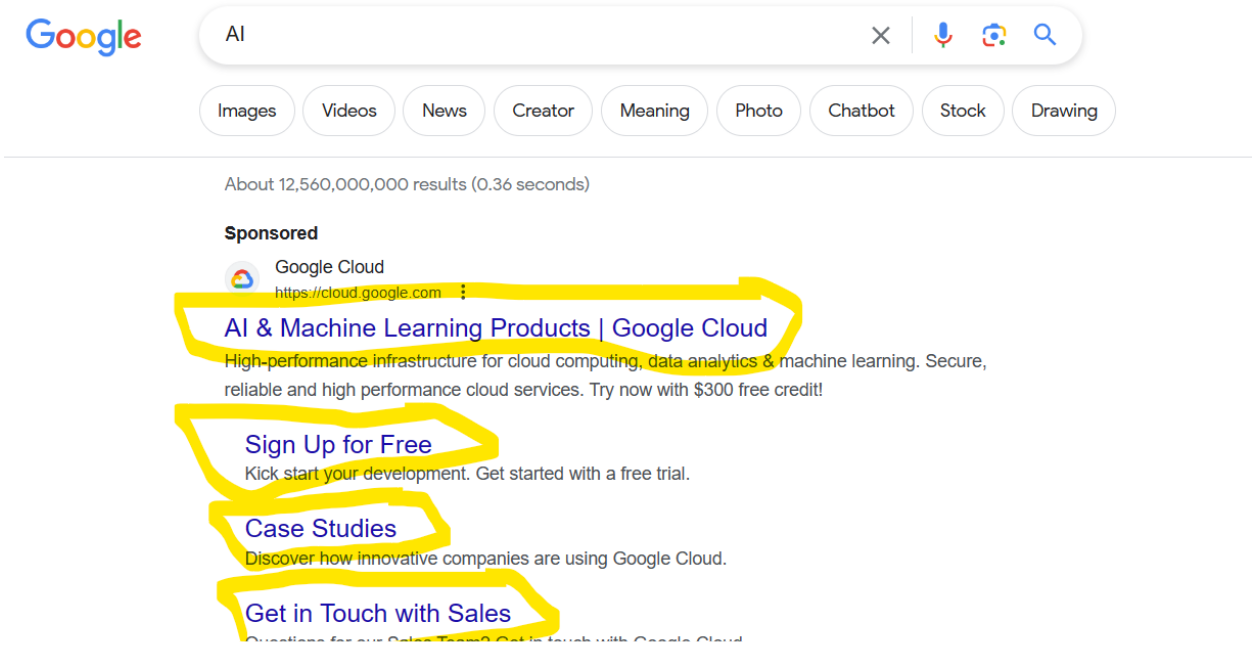
- **Port**: Port numbers are typically not included in HTTP(S) URLs, so it's assumed to be the default port (80 for HTTP and 443 for HTTPS).

- **Query Parameters**: Query parameters are optional and are used to pass information to the server. For Google's homepage, there are no query parameters specified. However, in a typical Google search URL, you would see query parameters like "?q=search+query" to specify the search query.



Hyperlink

- In a website, a hyperlink (or link) is an item like a word or button that points to another location. When you click on a link, the link will take you to the target of the link, which may be a webpage, document or other online content.
- Websites use hyperlinks as a way to navigate online content. Hyperlinks can point to web content that is part of that website, or it can point to web content that is part of external Websites.
- Both images and text can be used to create a hyperlink



Search Engine

- A search engine is a web-based tool or software application that allows users to search for information, content, or resources on the World Wide Web.
- Search engines work by indexing websites and their content, making it possible for users to enter queries (keywords or phrases) and receive a list of relevant results.
- These results typically include links to web pages, documents, images, videos, and other online content.

Some popular search engine websites

1.Google: Google is the most widely used search engine globally. It's known for its simplicity and accuracy in delivering search results. You can access it at https://www.google.com

2.Bing: Bing is Microsoft's search engine, known for its visually appealing homepage and integration with Microsoft products. You can access it at https://www.bing.com

3.Yahoo: Yahoo Search is another well-known search engine. It provides various services and news in addition to search. You can access it at https://www.yahoo.com

4.DuckDuckGo: DuckDuckGo is a privacy-focused search engine that doesn't track your searches or collect personal information. You can access it at https://www.duckduckgo.com

5.Yandex: Yandex is a popular search engine in Russia and other countries. It offers search, maps, email, and other services. You can access it at https://www.yandex.com

6. Baidu Baidu is the leading search engine in China and offers services similar to Google, including web search, maps, and more. You can access it at https://www.baidu.com

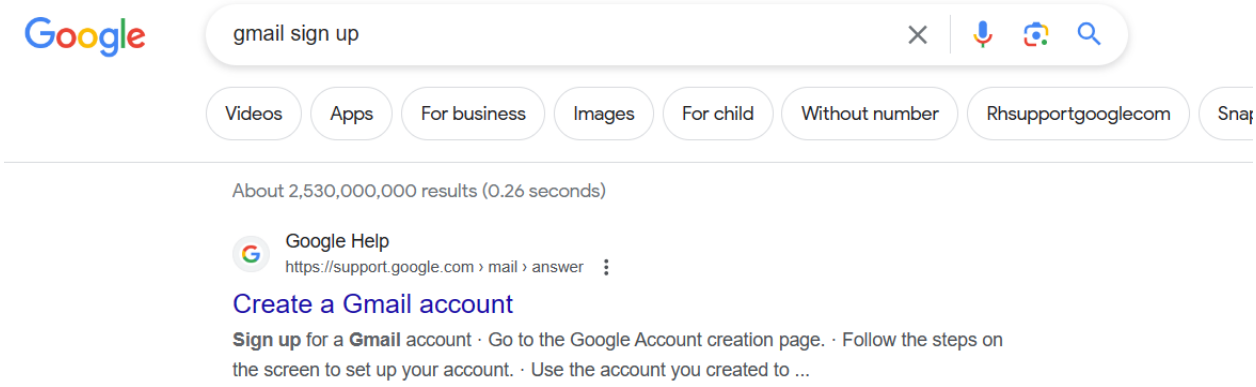
7. Startpage: Startpage is another privacy-focused search engine that uses Google's search results but without tracking users. You can access it at https://www.startpage.com

Introduction to emails (Gmail)

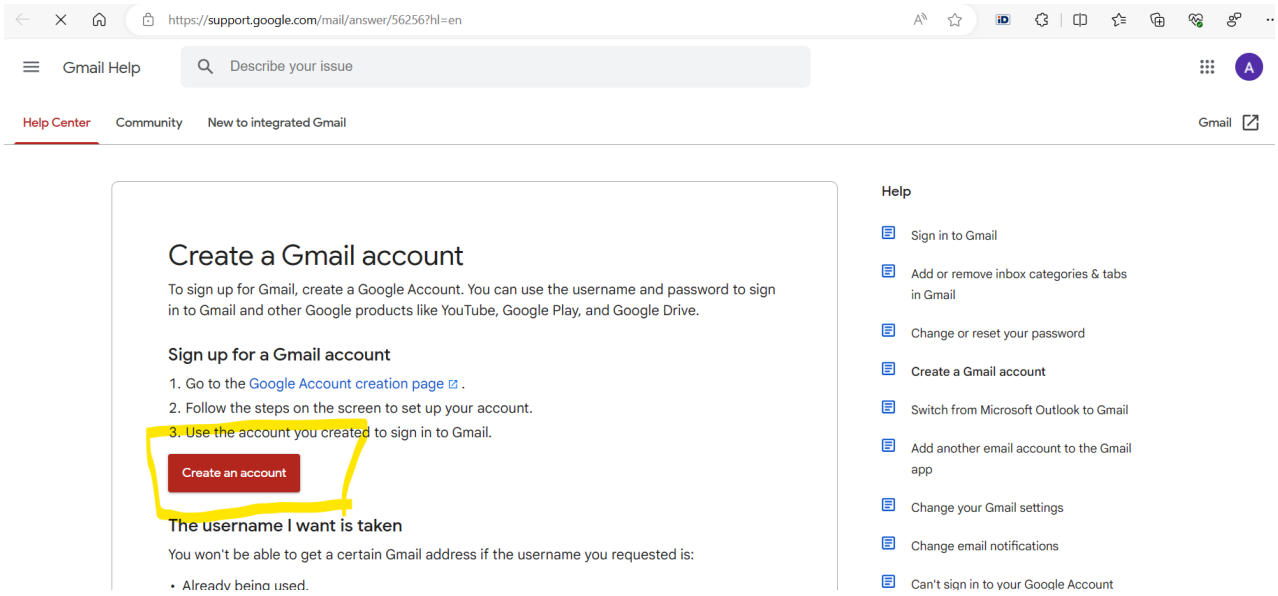
Email, short for “electronic mail” , It is a widely used communication tool, and Gmail is one of the most popular email services provided by Google. It allows individuals and businesses to send and receive electronic messages over the internet.

Step to create Gmail Account:

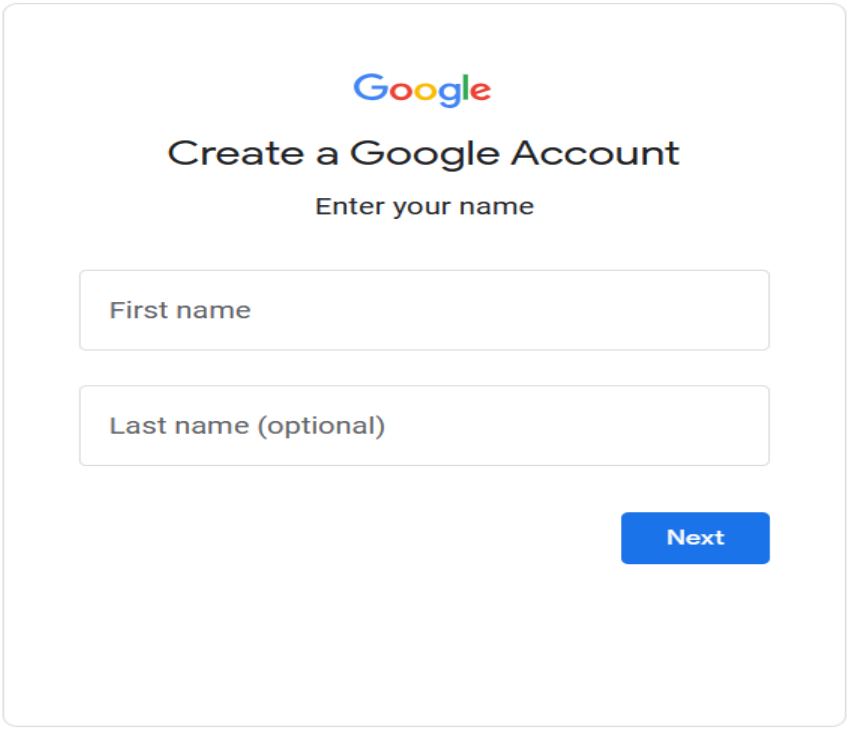
Step 01: Write Gmail Sign up in Google search Engine, then click on the link “Create a Gmail account”



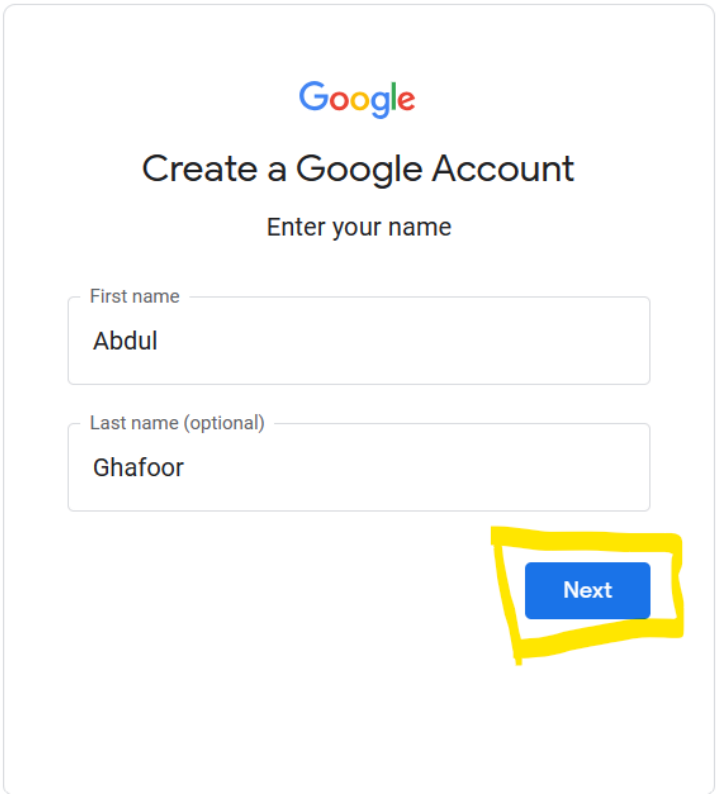
After click on the link “Create a Gmail account”



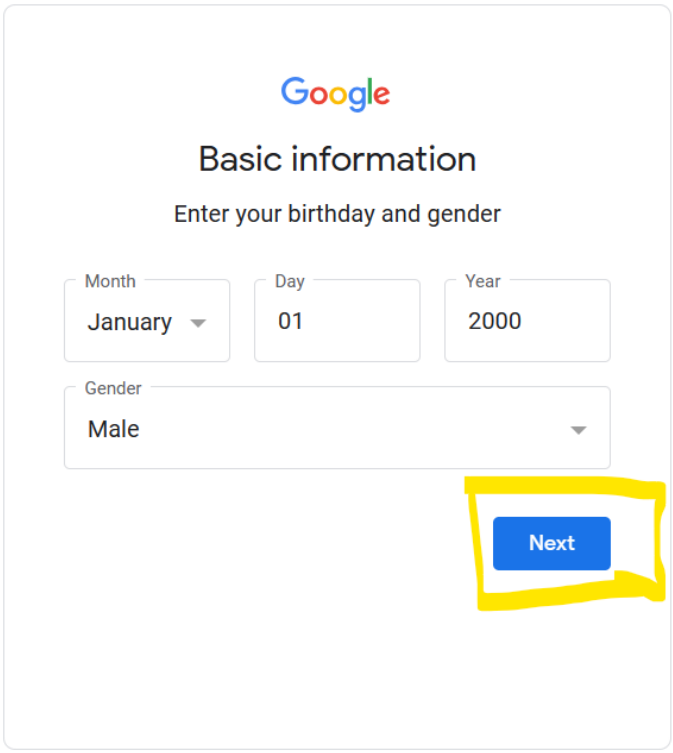
Step 02: Now Click the Button highlighted in Rectangle with title Create a account



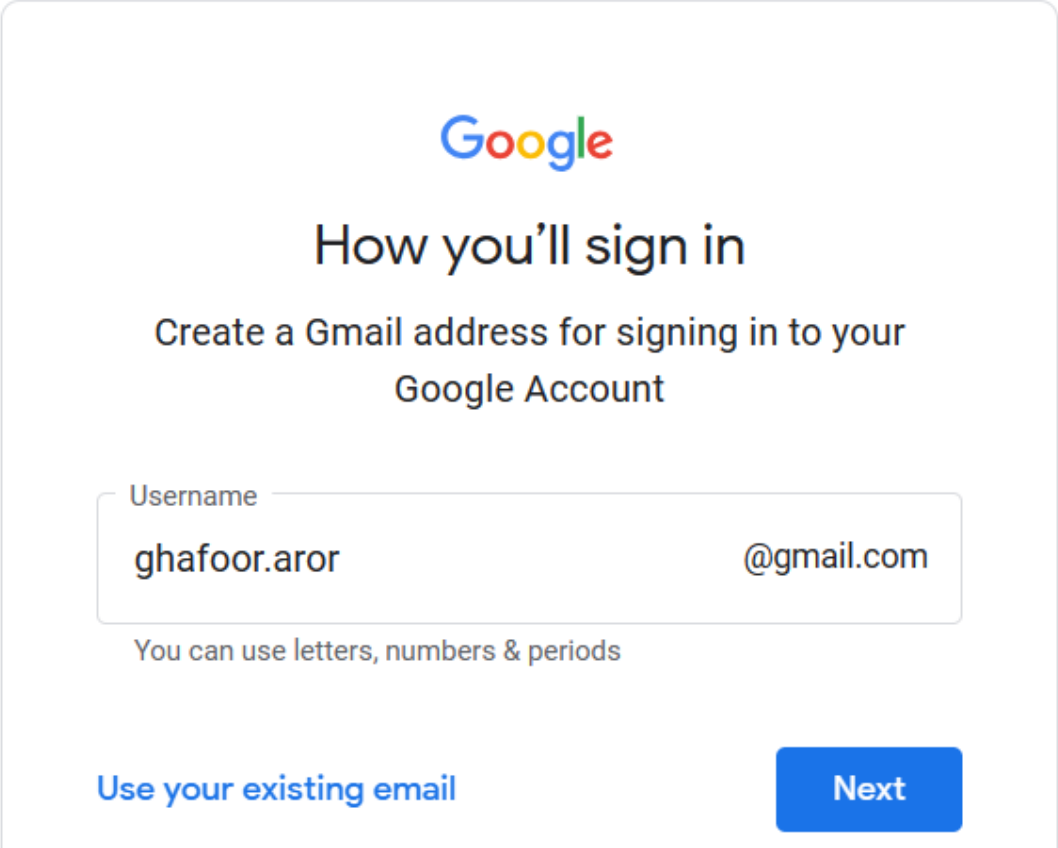
Step 3: Insert the first name and last name in above form and click the Next button.



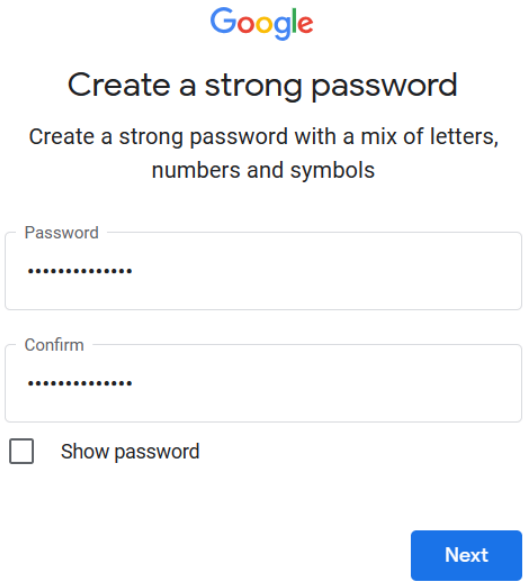
Step 04: Enter the basic information like date of birth and Gender and the on Next.



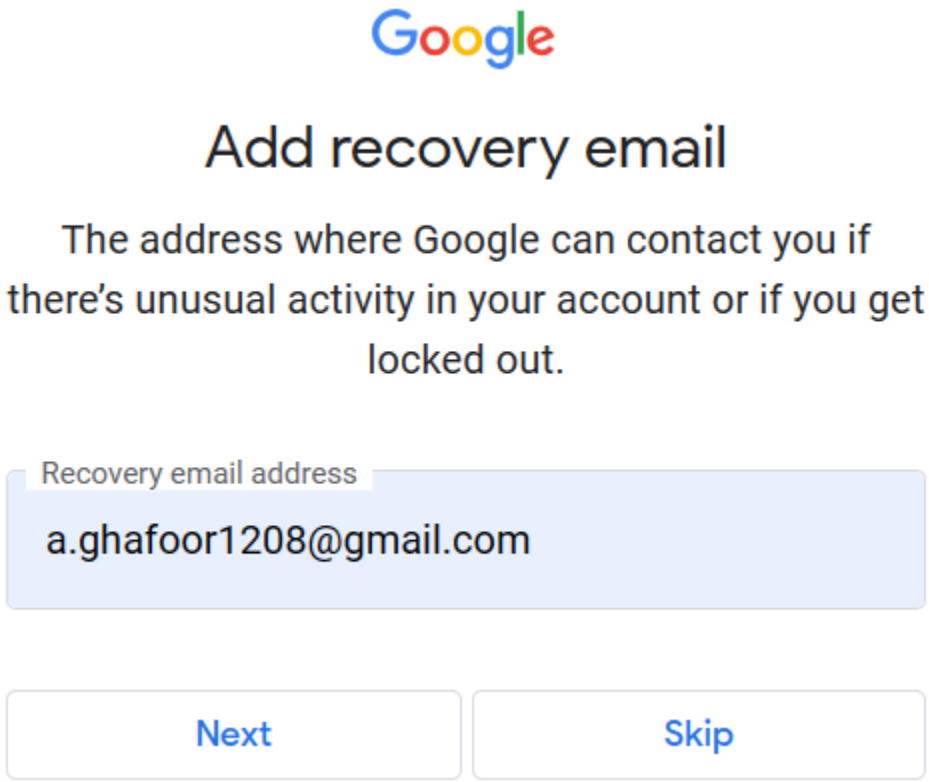
Step 05: Create a Gmail address for signing in to your Google Account, insert suitable username which does not exist, and then click on the Next button.



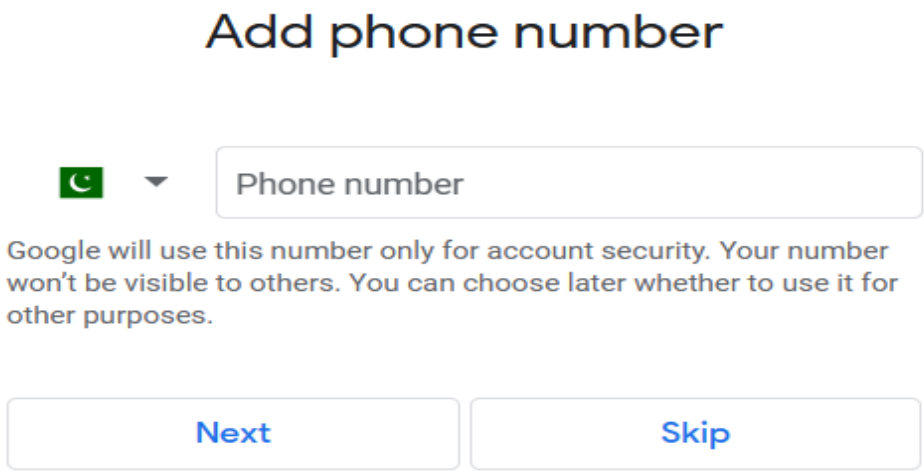
Step 06: Create a strong password with a mix of letters, numbers and symbols, and click on the Next.



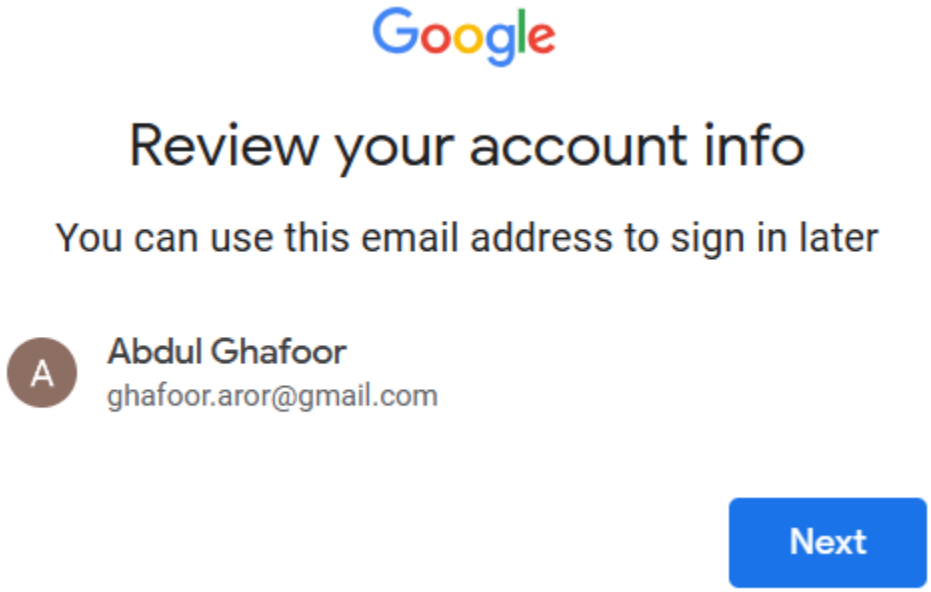
Step 07: Add recovery email : The address where Google can contact you if there's unusual activity in your account or if you get locked out and Click the Next button. If do not want to add the recovery email click the Skip button.



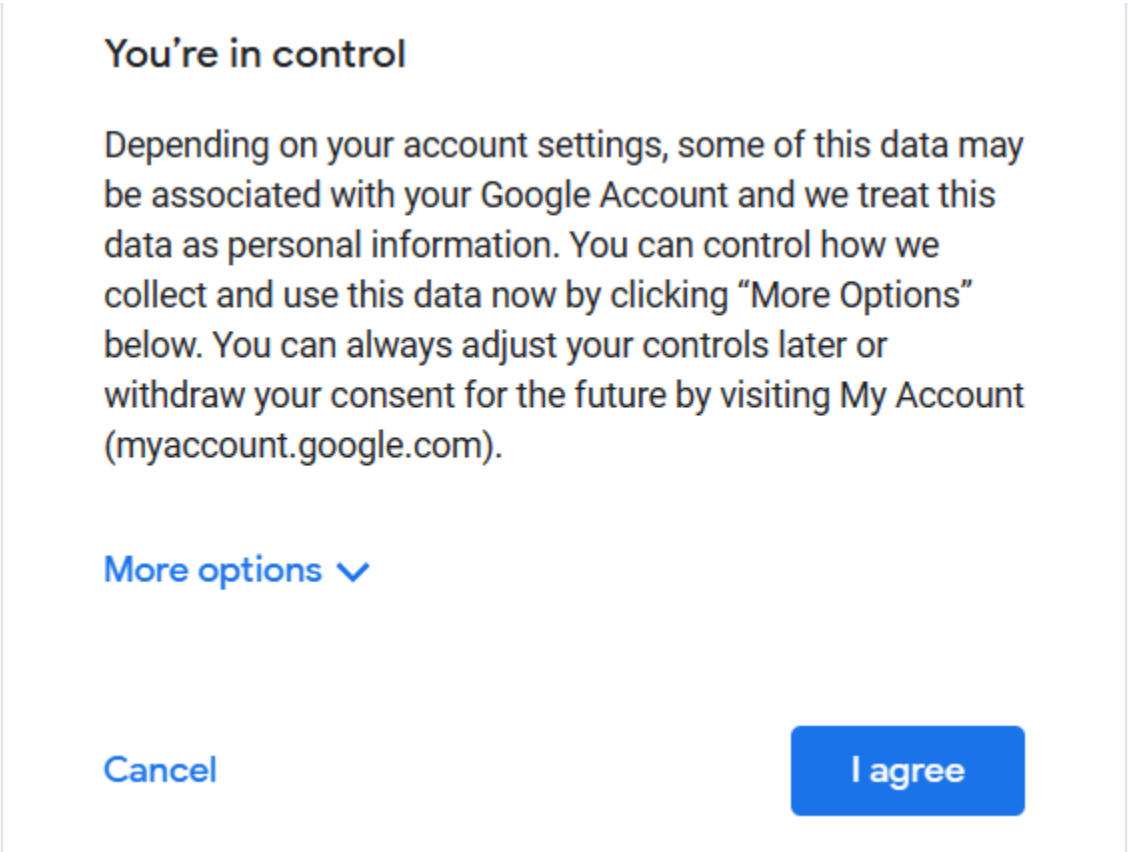
Step 08: add your phone number. Google will use this number only for account security. Your number won't be visible to others. You can choose later whether to use it for other purposes. I am skipping this step, you can add the phone number.



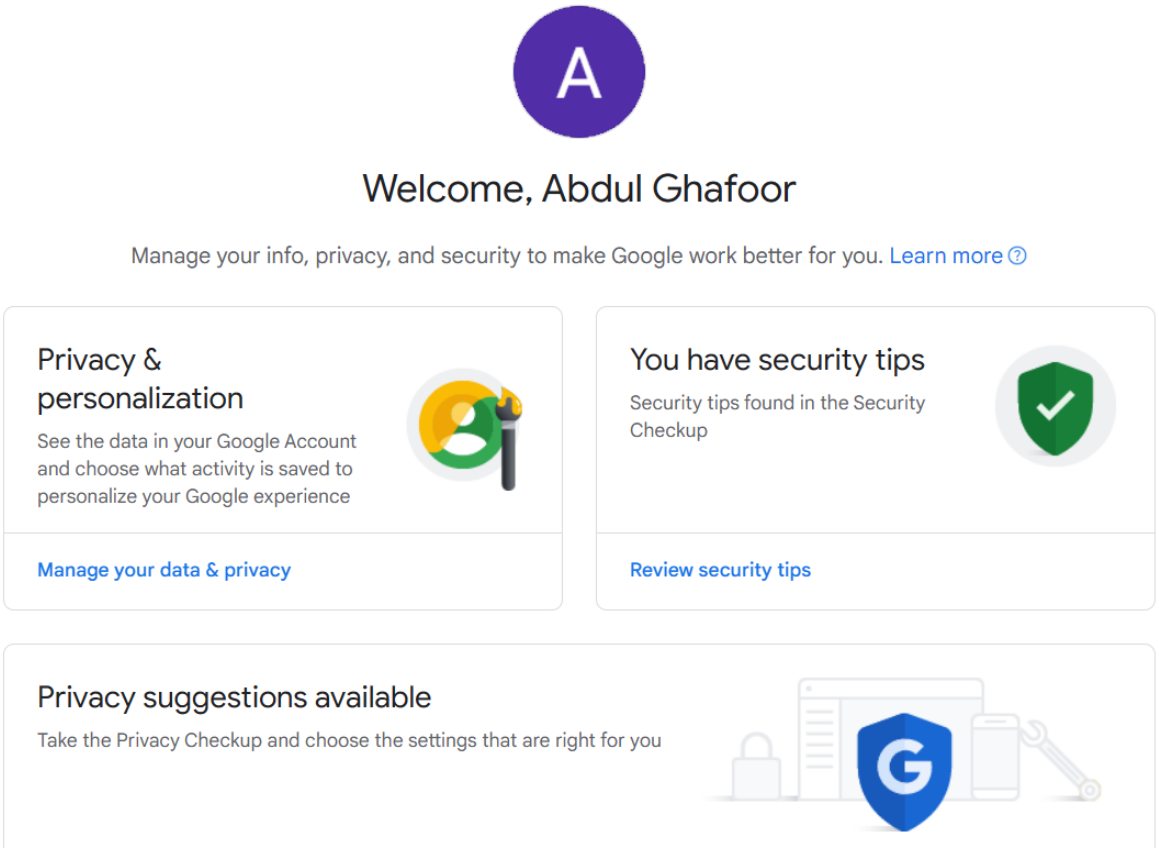
Step 09: Review your account info, You can use this email address to sign in later and click the Next.



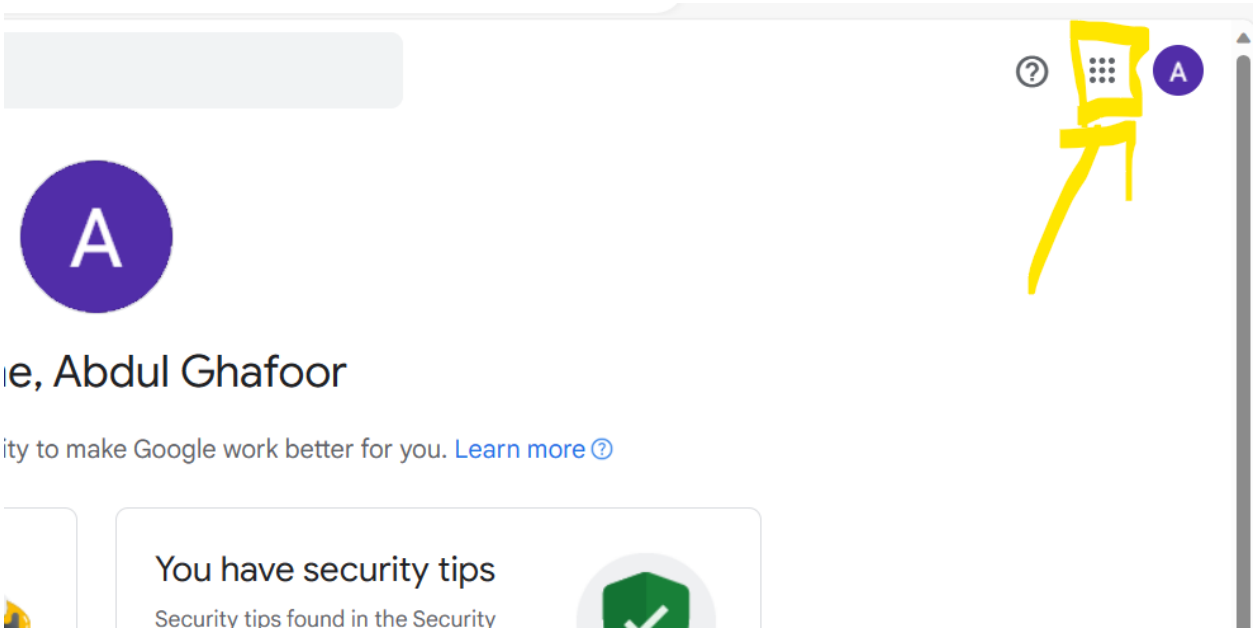
Step 10: Read Privacy and Terms and click on the **I agree**.



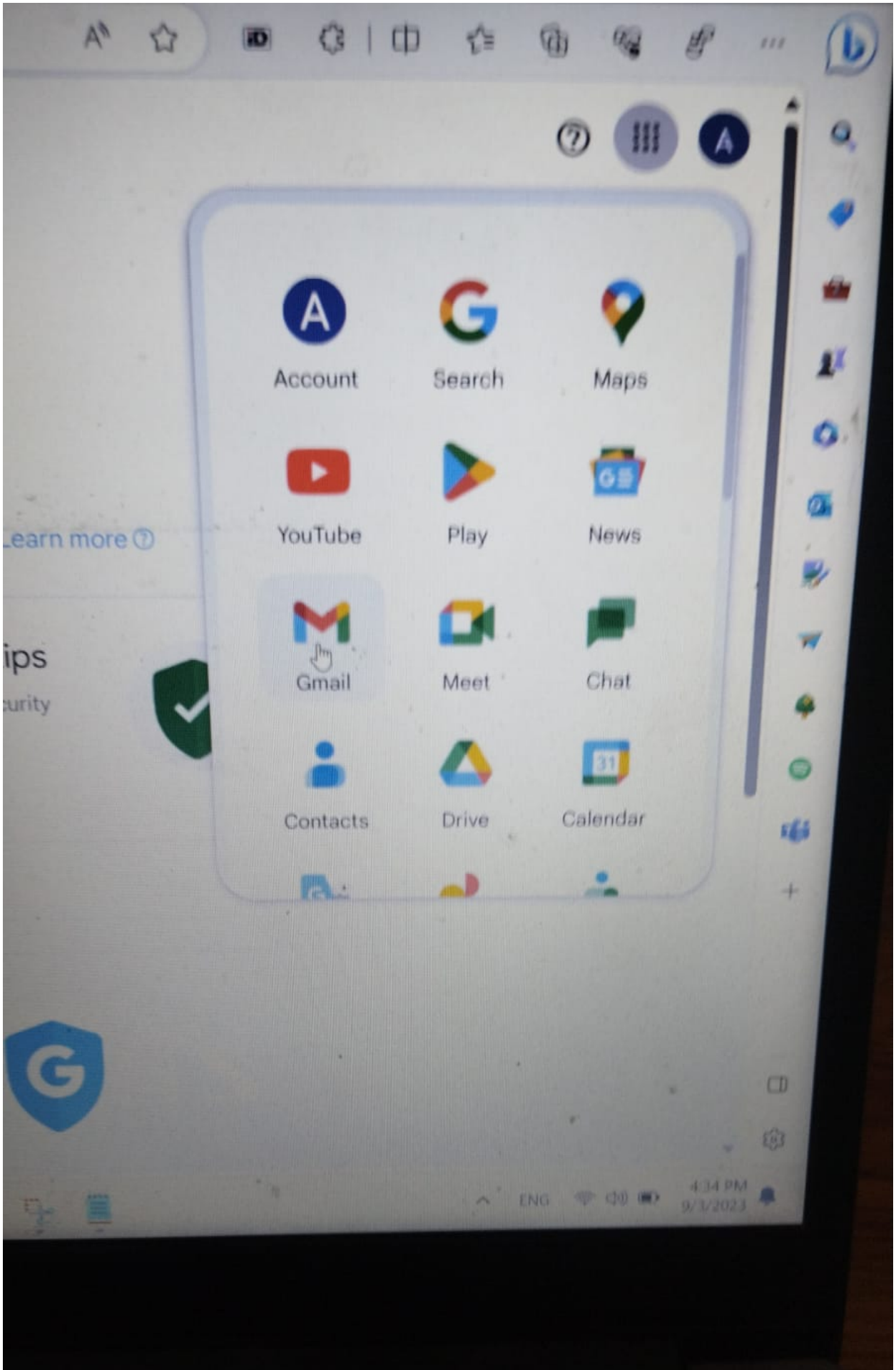
Step 11: Done, Account created



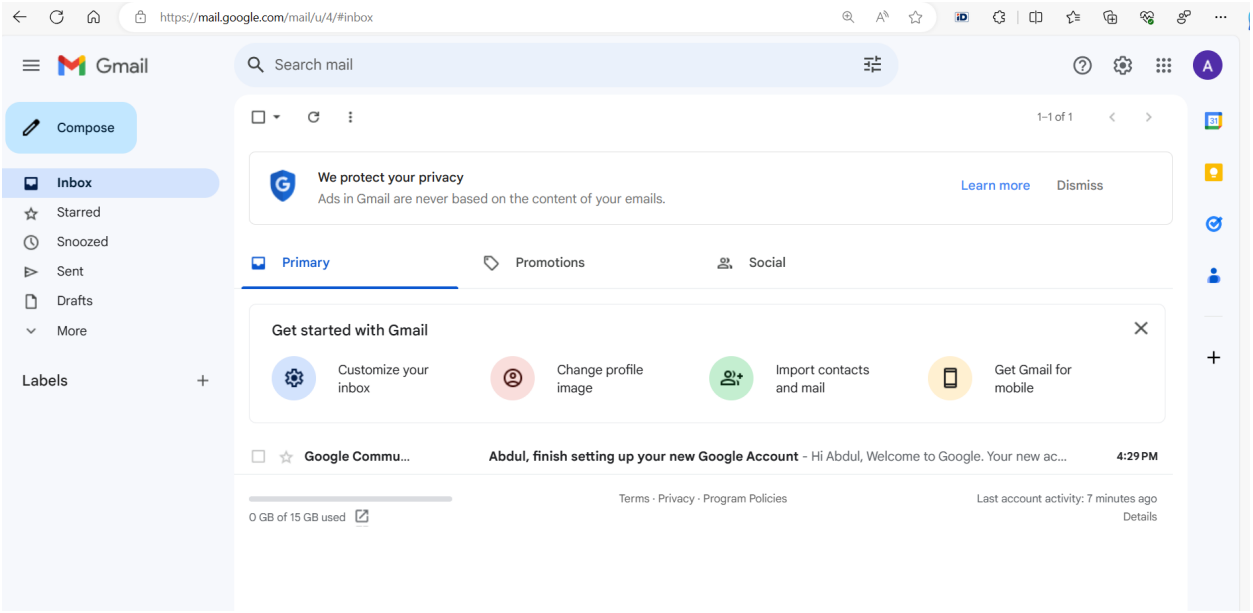
Step 12: Click the 9 dot in right hand corner of webpage



13: Click on the gmail


Account
Search
Maps
YouTube
Play
News
Gmail
Meet
Chat
Contacts
Drive
Calendar
Learn more
ENG
4:34 PM
9/1/2023

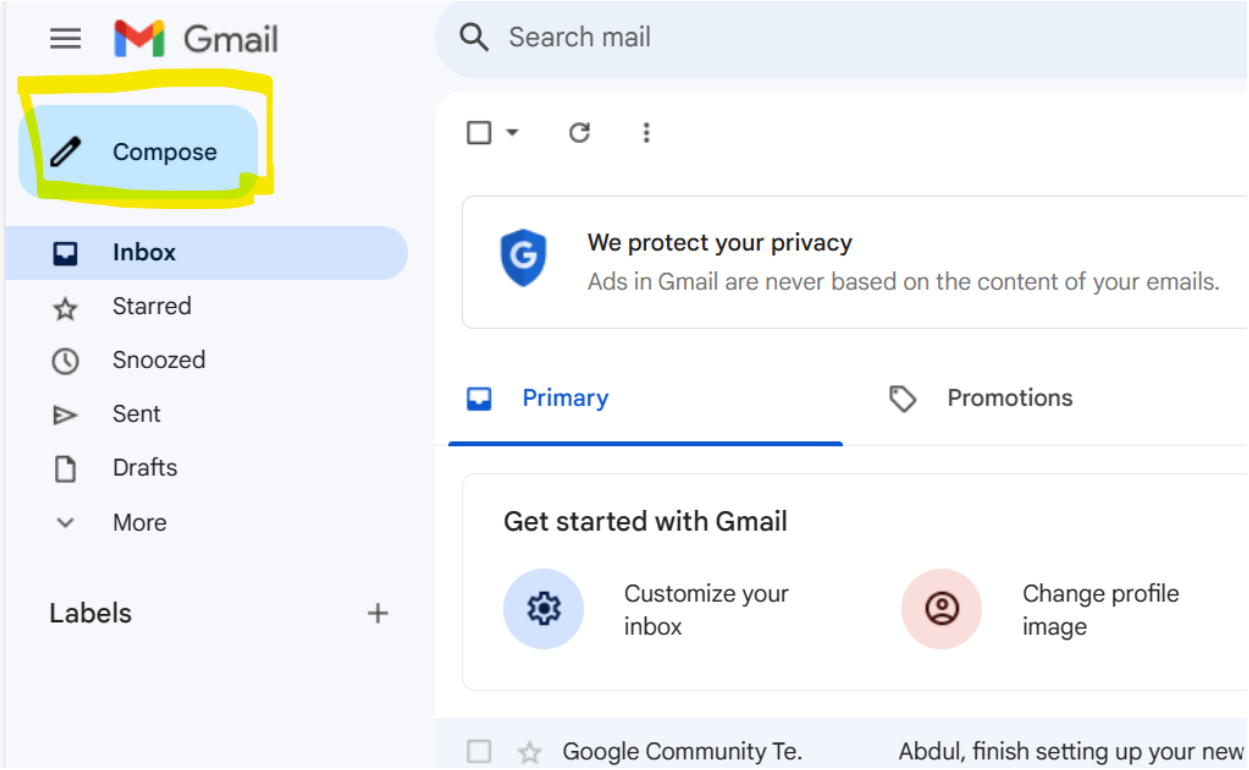
14: welcome to Gmail Account

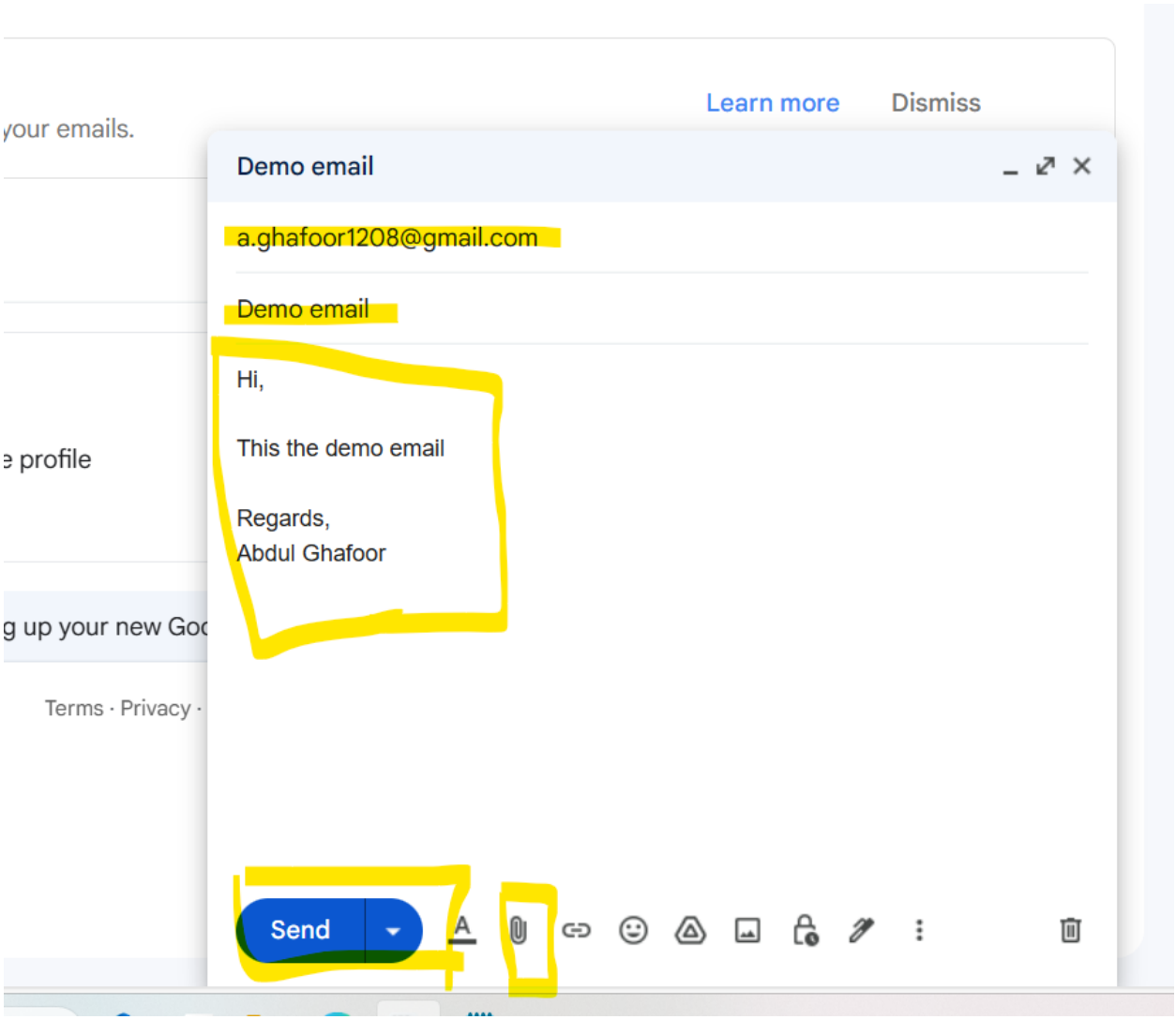


Compose Email in Gmail

- Click "Compose": Once you're in your Gmail inbox, locate and click the "Compose" button. It's typically in the upper-left corner, and it looks like a pencil icon or a red "+ Compose" button, depending on your Gmail version.
- Enter Recipient's Email Address: In the "To" field, enter the email address of the recipient. You can also add multiple recipients by separating their email addresses with commas.
- Subject: Add a subject for your email in the "Subject" field. This is a brief summary of the email's content and helps the recipient understand the purpose of the email.
- Compose Your Message: In the large text box below the subject, you can type your email message. You can format your text, add links, and insert images using the formatting toolbar at the bottom of the compose window.
- Add Attachments (Optional): If you want to attach files or documents to your email, you can click the paperclip icon or the "Attach files" link, depending on your Gmail version. Then, select the files you want to attach from your computer.
- Add Cc and Bcc (Optional): If you want to send a copy to additional recipients (Cc) or hide recipients' email addresses (Bcc), click the respective links to add them.

- Review and Send: Before sending the email, double-check the recipient(s), subject, message content, and attachments. You can also use the "Spelling and grammar" tool (ABC icon) to check for errors.
- Send the Email: Once you're satisfied with your email, click the "Send" button (it's usually located at the bottom or top left). Your email will be sent to the recipient(s).





Reply and Forward

- **Reply**: Used to respond to the sender of an email you received, continuing the conversation.
- **Reply All**: Used to respond to the sender and all other recipients when an email was sent to multiple people.
- **Forward**: Used to send an email you received to another person who was not originally part of the email conversation, sharing the content.

Navigation bar and Toolbar

The Gmail navigation bar, also known as the Gmail toolbar or menu, is located on the left-hand side of the Gmail interface and provides quick access to various features and folders within your Gmail account. Here's an overview of the elements you can typically find in the Gmail navigation bar:

Compose: At the top of the navigation bar, you'll often find a "Compose" button. Clicking this button allows you to start a new email.

Inbox: This section displays your primary inbox, where you can see all your received emails.

Starred: Emails that you've marked with a star for quick reference can be found here.

Snoozed: If you've snoozed emails to deal with them later, you can access them in this section.

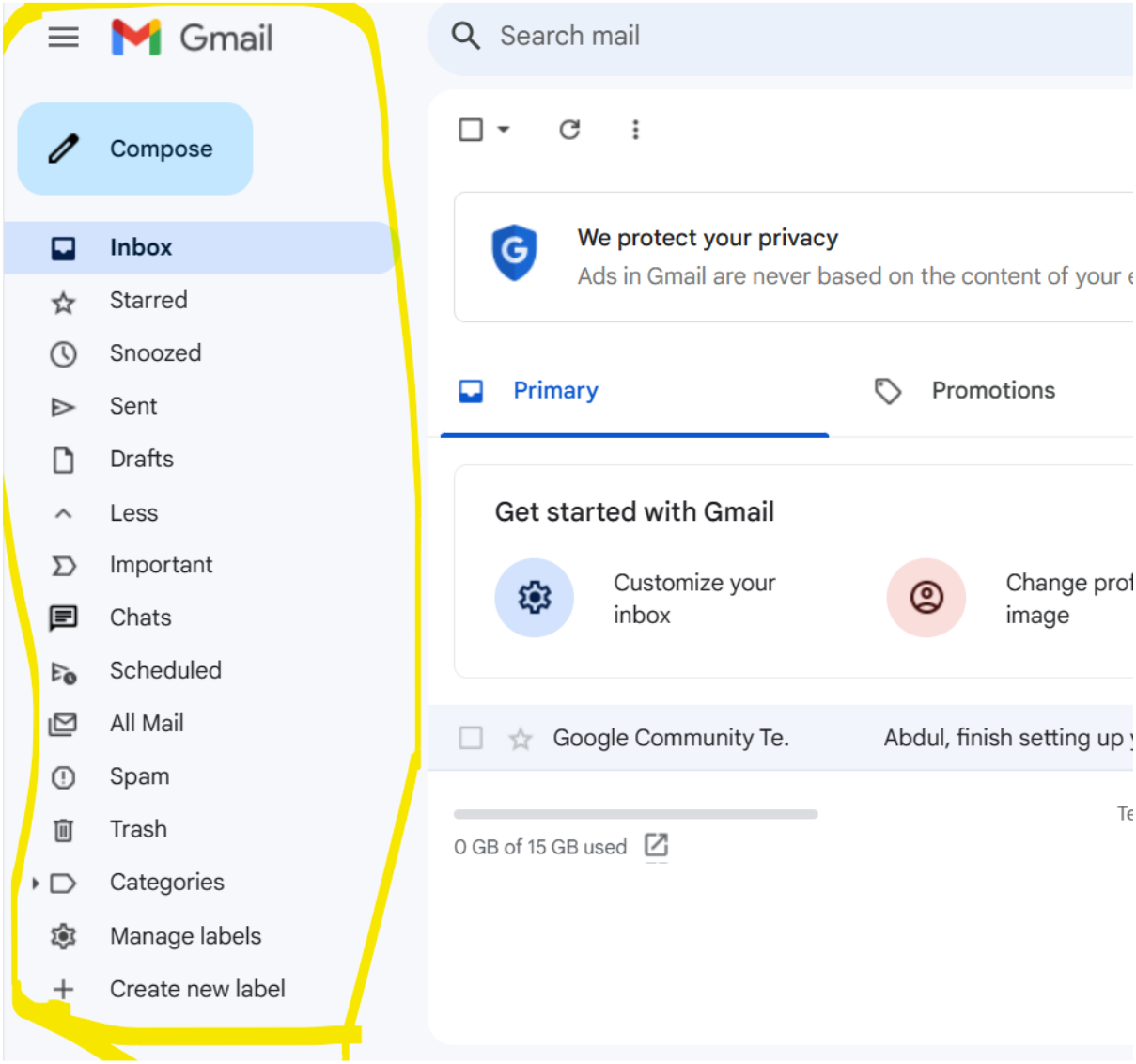
Sent: All the emails you've sent are stored here.

Drafts: Unfinished or unsent emails are saved as drafts in this section.

All Mail: This section contains all of your emails, including those in the inbox, sent items, and other labels/folders.

Spam: Emails identified as spam or junk are placed here.

Trash: Deleted emails are moved to the trash folder. They are permanently deleted after 30 days, or you can manually empty the trash.


Gmail
Search mail
Compose
Inbox
Starred
Snoozed
Sent
Drafts
Less
Important
Chats
Scheduled
All Mail
Spam
Trash
Categories
Manage labels
Create new label
We protect your privacy
Ads in Gmail are never based on the content of your
Primary
Promotions
Get started with Gmail
Customize your inbox
Change prof image
Google Community Te.
Abdul, finish setting up
0 GB of 15 GB used