

# Internet How-To Manual

## Directions:

Develop a how-to manual for using the Internet and completing common tasks.

1. Using a word processing or desktop publishing program, create a how-to manual which is at least one full page. The page should be folded (vertically or horizontally) so it has a front, two inside pages and a back.
2. The How-To Manual should include at least the following:
  - A. Title page/Cover with your name and a creative title for the manual
  - B. Tips and tricks for using the Internet such as the following:
    - Parts of a web address
    - Researching
    - Saving a web page
    - Printing a web page
    - Downloading a file
    - Downloading graphics
    - Copying and pasting from a browser
    - Settings which can be modified in a browser
    - Commons solutions for problems associated with using a browser
3. You may include graphics, shapes and images to illustrate the manual.