



Course name

*Internet Search
Notekeeping and Tagging from Anywhere Online*

Duration

3 lessons

In this course you will

Lesson 1: Google Gmail and Notebook

1. Get a Google User ID via Gmail
2. Create a note in Google Notebook

Lesson 2: Del.icio.us and other search methods

3. Internet using <http://del.icio.us>
4. Learn some alternative search methods

Lesson 3: Blogging, posting and editing posts

5. Start a blog at <http://www.blogger.com>
6. Posting, and editing posts

Lesson 1 - Internet Search

Google: Gmail and Notebook

Lesson 1 Objectives:

1. Get a Google User ID via Gmail
2. Create a note in Google Notebook

1.1 Get a Google User ID by starting a G-Mail account

Google is well known for its famous search engine. In fact the company name has become a verb in English: "to Google something" means to look it up in Google. But Google has many other useful services.

How many free Google services can you name off the top of your head?

Write as many as you can here: _____

Now Google 'Google' and find a complete list of services. Which ones that you didn't already know about look useful to you?

_____ Why? _____

_____ Why? _____

One difference in using Google services like Notebook and Google Docs is that, although you might have similar applications on your PC, when you use Google services you can save and share your work on the Internet, and they are then available on ANY PC.

In this **Lesson 1**, we are going to learn about these Google services:

- G-Mail
- Google notebook

In **Lesson 2** we will examine Del.icio.us (at <http://del.icio.us>), which is another service which allows you to create bookmarks on one PC but use them from *anywhere* on the Internet.

1.2 Gmail

Gmail is different in several ways from other email. *For example:*

- Other email adds mail to the inbox as mail is received, so the new messages are always on top, but the Gmail inbox is organized by subject or thread, and unread mail is **highlighted in bold, like this**.
- Gmail offers unlimited storage
- Your Gmail inbox can be included in your Google searches.
- Gmail tells you if your contacts are online and if so you can chat with them through the Gmail window in your browser

In order to use many Google services, you must have a Google account.

A Gmail account is the best kind to start with, because,

1. You don't have to give an email address to get a Gmail account (but you can if you want, which will help you need to recover your password - in case you forget it).
2. If you start a Google account without a Gmail ID then your ID is the email address you give. This will be confusing if you get a Gmail ID later, since you'll then have two Google account names. It's best to start out with a Gmail name and stick with that one.

To get a Gmail account, click on Gmail at the top of any Google page or browse to <http://www.gmail.com>

If you are signed in to Google already in that browser window, you will be taken to your mail.

Otherwise, you will see a dialog box like the one at right (make sure it says Sign in to **Gmail**, not to Google)

If you have an account you can sign in to Google (and in this case, you'll go directly to Gmail)

If you NEED an account, sign up here. Then follow the instructions on the screen

Be sure and remember your ID and password.

If you forget it there are ways you can get it back.

1.3 Gmail Registration

Get your own Google account by signing up for a Gmail account
Here are instructions:

Desired Login Name: be sure and check to see if the one you choose is available. A "strong" password is longer than 8 characters and contains characters besides letters Deselect 'remember me' Security Question: Choose a question from the list or write your own. Your answer goes in the next blank down. If you give a pre-existing, or Secondary email address you can use it to recover your ID and password.	Get started with Gmail First name: Last name: Desired Login Name: @gmail.com Examples: JSmith, John.Smith check availability Choose a password: Password strength: Minimum of 8 characters in length. Re-enter password: ☐ Remember me on this computer. Creating a Google Account will enable Web History. Web History is a feature that will provide you with a more personalized experience on Google that includes more relevant search results and recommendations. Learn More ☒ Enable Web History. Security Question: Choose a question ... Choose a question ... answer to your security What is your primary frequent flyer number What is your library card number What was your first phone number What was your first teacher's name Write my own question Answer: Secondary email: This address is used to authenticate your account should you ever encounter problems or forget your password. If you do not have another email address, you may leave this field blank. Learn More Location: United Arab Emirates (الإمارات العربية المتحدة) Word Verification: Type the characters you see in the picture below. 
Type the word that spam robots can't read (Here, it's 'idail') Click on the button to accept the terms of service and Create your account. And that's it, done!	idail  Letters are not case-sensitive Terms of Service: Please check the Google Account information you've entered above (feel free to change anything you like), and review the Terms of Service below. Printable Version Google Terms of Service Welcome to Google! 1. Your relationship with Google By clicking on 'I accept' below you are agreeing to the Terms of Service above and both the Program Policy and the Privacy Policy. I accept. Create my account.

This is what the Sign Up procedure looked like in August, 2007. It could change in small details but will likely remain the same in concept.

2.1 Google Notebook

Google notebook lets you take notes when you work online. You can access Google Notebook through your Google account wherever you are on the Internet.

Google Notebook is available to you online wherever you are, but it most conveniently works as a *plugin* for your browser. This means it can be downloaded from Google and installed in your browser in order for you to click on its icon and use it wherever you happen to be using the Internet.

Note: Google Notebook has already been installed on many PI computers.

When the plugin has been installed, then the status bar of your browser looks like this:



What does it do?

View this link <http://www.google.com/notebook/>

and write *in your own words* (do NOT copy)

the 4 things that Google Notebook lets you do ...

1. _____
2. _____
3. _____
4. _____

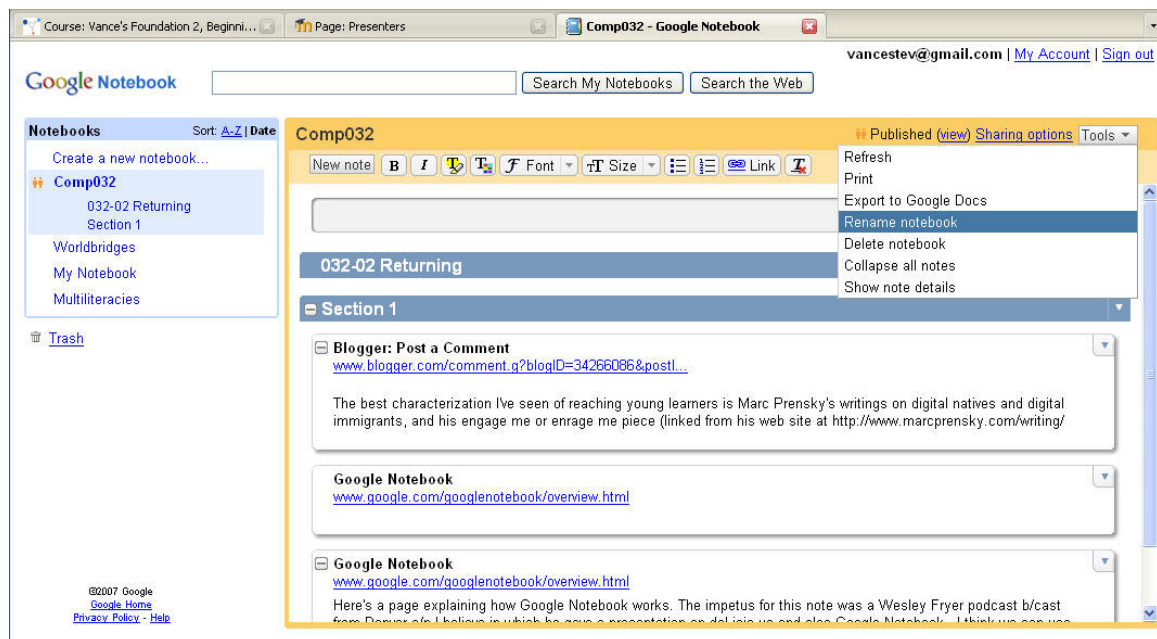
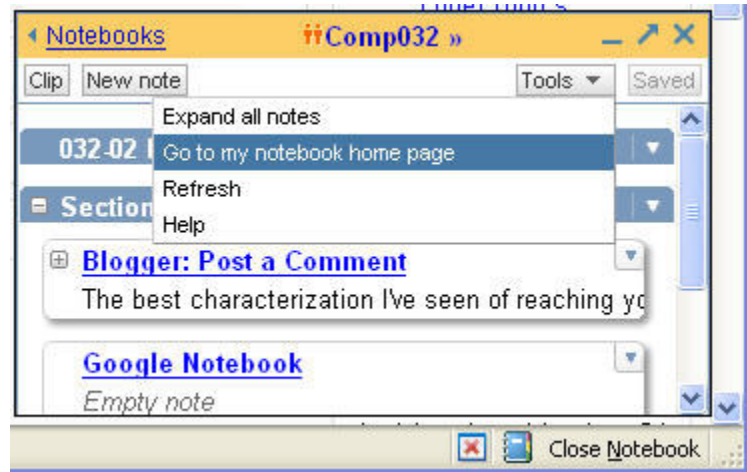
You can get more information from the tour:

<http://www.google.com/googlenotebook/tour1.html>

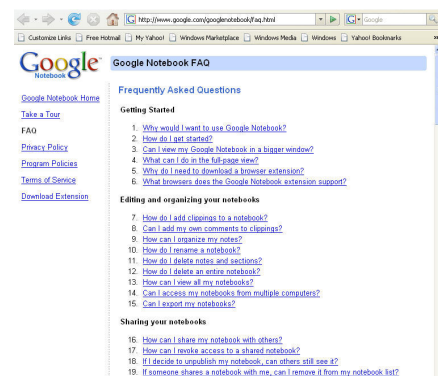
Google notebook has two states: mini-view and full-page view

There is a limited set of tools available in the mini view. If you click on the >> next to the Notebook name, or select **Go to my notebook home page** from the Tools menu, you will get the Full-page view, which looks like the screenshot below

...



There are many more tools available in Full-page view. For example you can make sections, rename anything, move items around, and also, SHARE notebooks. There are two types of sharing, collaboration with invited partners and creating a public URL. Google has excellent HELP pages so you can learn much more about this useful free tool.



2.2 Google Notebook Checklist

Here is a chart showing some useful things you can do with Google Notebook. See if you can figure out how to do these things.

1. Open a browser window and visit a Web site such as Wikipedia
2. Put in a search term for something you wish to explore
3. Check off when you have completed the tasks and leave comments

Task		when done	Can you do this?	How did you do it?
1			Open the notebook	
2			Sign in	
3			Create a 'clip'	
4			Annotate the clip (write a description)	
5			Browse to a new site (Google the term you have found in Wikipedia and create a new note)	
6			Create a section	
7			Rename the section	
8			Create a new Notebook	
9			Rename all Notebooks	
10			Create a section in the new notebook (give it a name)	
11			Move one of your postings to the above section	
12			Change to your Notebook Homepage view	
13			Edit (change) a note title	
14			Edit (change) a note text or annotation	
15			Delete one note	
16			Invite someone to share this notebook with you	
17			Have that person write in your notebook (or you write in theirs)	
18			Make your notebook public and put it's url here →	

Checkpoint

Now you do it ...

1. Launch Notebook and log on with your Google ID and password
2. Create a notebook for Foundation 2
3. Create at least two sections in that notebook
4. Visit a favorite website and place a clip in at least one of the sections
5. Annotate the clip (*annotate means to add some description or more information in your own words*).

Use **bold and italic** to show clearly where your annotation is in the clip (highlight your annotation text, and press **ctrl-b**, and then **ctrl-I**).

6. Enter full-page view and share this notebook publicly
7. Enter a nickname (shared items are indicated "More by nickname") and generate the URL (at any time you can visit this expanded view and see your shared items in a new window and get the URL from there).
8. Visit <http://tinyurl.com> and create a TinyURL for your shared notebook and **send that to your teacher in an email.**

Course: Vance's Foundation 2, Beginn... Page: Presenters Comp032 - Google Notebook

Notebooks Sort: A-Z | Date

- Create a new notebook...
- Comp032
 - 032-02 Returning Section 1
 - Worldbridges
 - My Notebook
 - Multiliteracies
- Trash

Comp032: sharing options

This notebook is currently shared.
Tip: this icon will appear next to a shared notebook.

Invite Collaborators:
Collaborators may view and edit this notebook. If you add someone who does not have a Google account, we'll help them set one up.

Separate email addresses with commas.

Publish this notebook (make a public web page)
☐ No ☒ Yes...

Address of the web page:
<http://www.google.com/notebook/public/00282768216331850800/BDRXCQwoQppiUhdQi>

Important
 When publishing a notebook that contains content from websites, please remember to respect the hard work (and legal rights) of the people that created the content. Publishing a notebook is the same as creating your own web page — don't include content in your notebook that you couldn't legally publish on your own webpage. For more information on our program policies, [click here](#).

Invite people to view it:
 Separate email addresses with commas.

Author's name (appears on all of your published notebooks)
 Vance

©2007 Google
[Google Home](#)
[Privacy Policy](#) - [Help](#)

Lesson 2 - Internet Search

Del.icio.us and other search methods

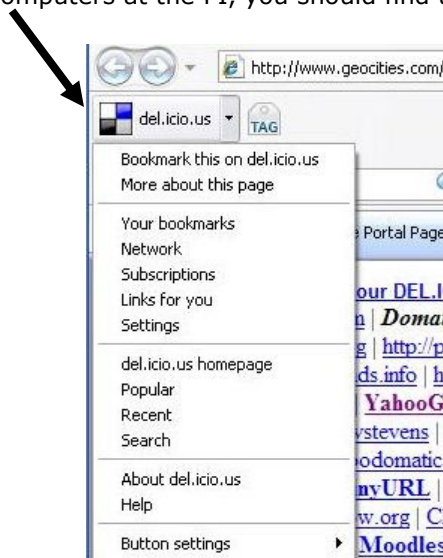
Lesson 2 Objectives:

3. Learn to use <http://del.icio.us>
4. Create a note in Google Notebook

3.1 Del.icio.us

<http://del.icio.us> lets you save your bookmarks to your account wherever you happen to be on the Internet. To use it you first have to open an account .

Once you are registered you need to install two useful buttons to your browser toolbar. At many computers at the PI, you should find these buttons already installed. They look something like this:



When you visit a website you want to bookmark you can use the first button to access your account and the second to tag sites.

If you are using a browser where these buttons are not installed, you can use the facility anyway. For example, if you want to see your bookmarks, you can type a URL ending in your user ID (like this one, only replace your user ID with the one given here).

<http://del.icio.us/vancestevens>

If you want to tag a site but have no buttons for Del.icio.us in the toolbar, you can log on to your account and find a small POST link where you can copy in the URL you are trying to tag.



But if there is already a TAG button in the toolbar, you simply log on to your account at Del.icio.us, surf as you would normally, and when you find a site you want to bookmark, just TAG it.

What is a tag? It's a one-word description, or as many one-word descriptions as you can think of, to categorize the site meaningfully for you.

**To see how this works, let's visit the PI website and TAG it.
Browse to <http://www.pi.ac.ae>**

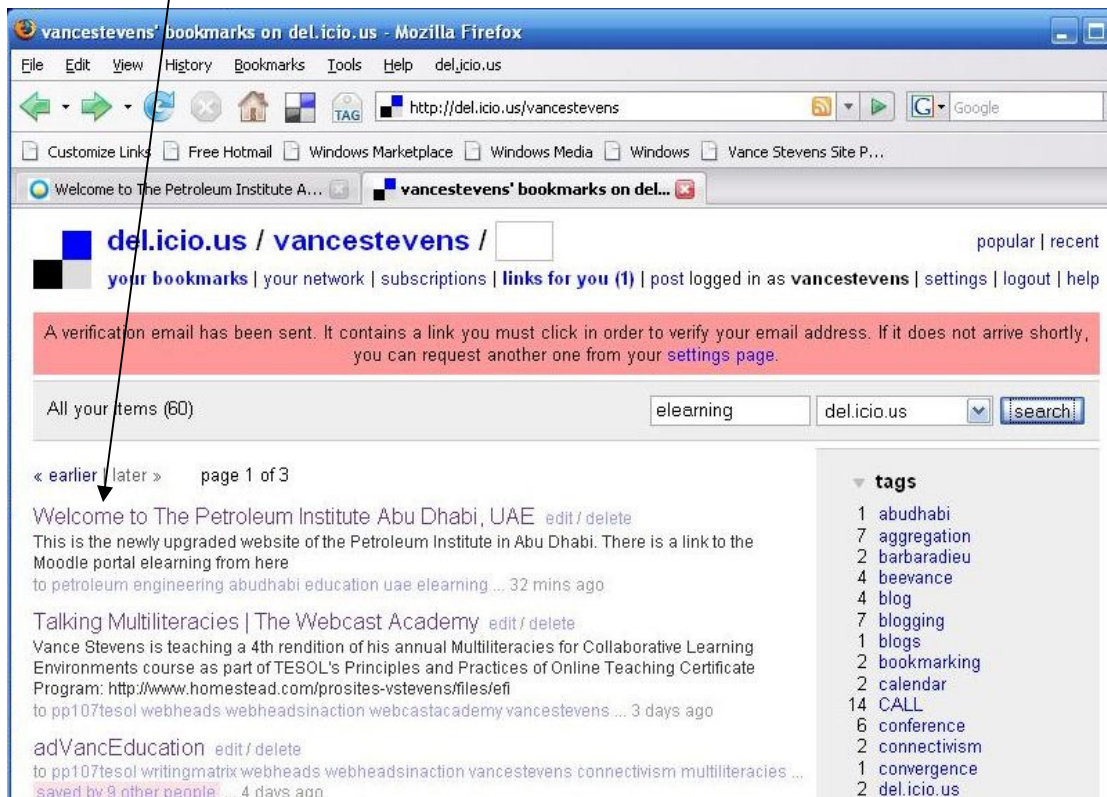
- Here, you can write a short description of the site, a few words to help you remember what you found there, or copy some text from the site itself.
- For tags, you can use ones like those in the example or make up your own.



When done, save your bookmark. Now let's see what it looks like at your account, and learn about what information you can get about who else is tagging sites you bookmark, and what tags they are using.

3.2 Del.icio.us

Log on to your del.icio.us account. Find the bookmark you just created. Here, as most recent one, it appears at the top of a list of all bookmarks created by user 'vancestevens':



There are some interesting things you can do with the information given here. For example, I can see:

- What other bookmarks I have collected for any tag I have used.
- What other bookmarks I and OTHERS have collected using any tag I care to search on.
- And often most interesting, WHO else has bookmarked sites I am interested in, and what tags do THEY find interesting?

Check out this video!

There's a great video explaining del.icio.us in simple terms made by Lee LeFevre at Commoncraft: <http://www.commoncraft.com/bookmarking-plain-english>

If your English is not so good, hit the pause button at the end of each sentence and think about what was just said before hearing the next one.

3.3 Del.icio.us

Suppose I want to see what other bookmarks I have collected for a given tag. By clicking on one of my tags, I can see what other sites I have bookmarked with the same tag. For example, clicking on my tag: 'education' I see

The screenshot shows the Del.icio.us interface for the 'education' tag. At the top, it says 'del.icio.us / vancestevens / education'. Below this, there are links for 'your bookmarks', 'your network', 'subscriptions', 'links for you (1)', and 'post'. A notification bar states: 'A verification email has been sent. It contains a link you must click in order to verify your email address. If it does not arrive shortly, you can request another one from your settings page.' Below the notification, it says 'Your items tagged education (create tag description) → view all, popular'. There are search filters for 'del.icio.us' and a 'search' button. On the left, it says 'showing all 15 items'. The main content area lists three items: 'Welcome to The Petroleum Institute Abu Dhabi, UAE', 'Musings - Just Learning', and 'Writing in a Multiliterate Flat World - Lecture 3 (Vance Stevens)'. On the right, there are two columns of tags: 'related tags' and 'tags'. The 'related tags' column lists: 1 + abudhabi, 4 + aggregation, 1 + blog, 5 + blogging, 2 + calendar, 8 + CALL, 3 + conference, 1 + connectivism, 1 + edtech, 1 + efl, 1 + elearning, 1 + engineering, 2 + esl, 4 + eslhome. The 'tags' column lists: 1 abudhabi, 7 aggregation, 2 barbaradieu, 4 beevance, 4 blog, 7 blogging, 1 blogs, 2 bookmarking, 2 calendar, 14 CALL, 6 conference, 2 connectivism, 1 convergence, 2 del.icio.us.

It turns out that the PI site is the only one I have tagged so far using the tag 'elearning' but by searching on that tag, I can see what sites OTHERS have found and tagged the same way:

The screenshot shows the Del.icio.us search results for the tag 'elearning'. At the top, it says 'del.icio.us / search'. Below this, there are links for 'your bookmarks', 'your network', 'subscriptions', 'links for you (1)', and 'post'. A search bar contains 'elearning' and a 'search' button. The main content area is titled 'Search results for elearning'. It shows 'Your bookmarks' with one item: 'Welcome to The Petroleum Institute Abu Dhabi, UAE'. Below this, it says 'Everyone's bookmarks → related tags: elearning education e-learning learning web2.0 blog technology software opensource tools'. It shows 'showing 1 - 25 of 42185'. There are two items listed: 'Nuvo Free On-demand eLearning' and 'Moodle - A Free, Open Source Course Management System for Online Learning'. On the right, there are two sponsored results: 'Free Course Management System' and 'Advanced Project Mgmt E-Learning Module'. Arrows from the text below point to the 'Welcome to The Petroleum Institute Abu Dhabi, UAE' item and the 'Nuvo Free On-demand eLearning' item.

Also, I can see that **Nuvo free** is a popular site for elearning, having been tagged that way so far by over 1200 other users

Sometimes it is particularly interesting to see who else has tagged a site, and explore some of the tags that person has associated with the topic.

For example, in this entry, it is indicated that 16 other users have tagged this site **education** as well:

Musings - Just Learning edit / delete
to worldbridges connectivism blogging edtech education blog web2.0
technology, ... saved by 16 other people ... on aug 18

We can click on the blog title and see the original posting or article

and we can click on other users' names to get more information about who else has been using this tag with this site:

The screenshot shows a Del.icio.us interface. At the top, there's a search bar with the URL 'http://www.mtl-peters.net/blog/'. Below this, the main entry is titled 'Musings about Teaching High School, Social Computing and Ed. Tech.' with the URL 'http://www.mtl-peters.net/blog/'. It states 'this url has been saved by 17 people.' Below the title, there's a snippet of the article: 'Musings - Just Learning edit / delete by vancestevens to worldbridges connectivism blogging edtech education blog web2.0 technology, ... on aug 18'. To the right, under 'common tags', there's a list: 'blog', 'bookmarking', 'connectivism', 'education', 'education, social', 'socialnetworking', 'technology, web2.0'. Below that, 'posting history' shows a list of users who have posted this tag, including 'eebee', 'vancestevens', 'scheney', 'mrichme', and 'dianhamm'. At the bottom, there's a footer with links: 'del.icio.us | about | blog | terms of service | privacy policy | copyright policy | support | RSS feed for this page'.

Checkpoint

At your account, review your entry for the PI website. How many others have tagged this site the same way you did?

Expand (Click on) one of the 'saved by _____ other people' notices.

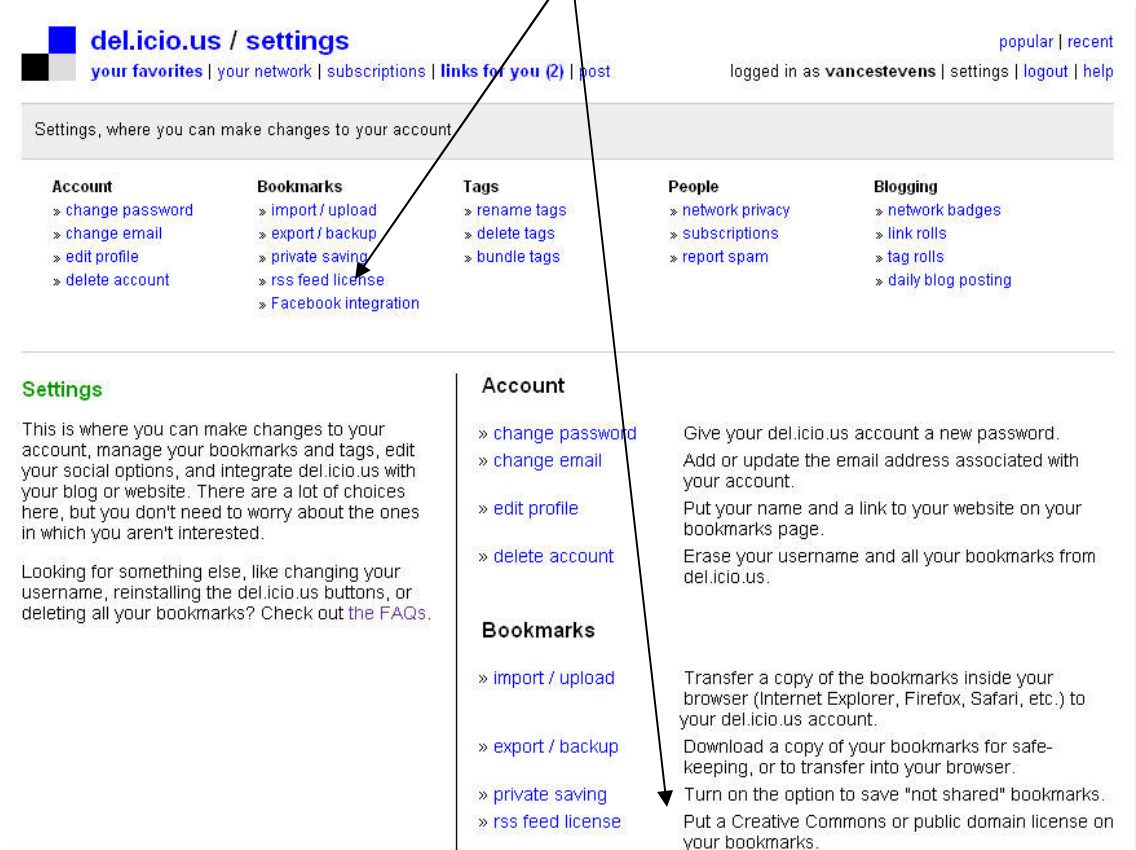
Write in how many others have bookmarked the site what that tag above.

What other tags have others used for the PI site that you have NOT used?

If you want your bookmarks to be available to others, you might have to make them public. Start with Settings ...



You need to adjust your RSS feed license.



This radio button puts your bookmarks in the public domain

Bookmarks: rss feed license

del.icio.us does not own your bookmarks -- you do! As the creator, you have the right to license this list any way you see fit. You can leave it copyrighted (reserve all rights), release it to the public domain, or use a [Creative Commons](#) license.

Specify the license under which your feeds are available:

- ☐ None (You reserve all rights)
- ☒ Public Domain
- ☐ Creative Commons Attribution (?)
- ☐ Creative Commons Attribution-NoDerivs (?)
- ☐ Creative Commons Attribution-NonCommercial-NoDerivs (?)
- ☐ Creative Commons Attribution-NonCommercial (?)
- ☐ Creative Commons Attribution-NonCommercial-ShareAlike (?)
- ☐ Creative Commons Attribution-ShareAlike (?)

4.1 Some alternative search ideas

There are many ways besides using a standard search engine to search topics on the Internet. **Try these searches (NOTE the "" marks)**

Fill in the number of hits:

Search term	Search engine	Hits
Petroleum engineering	http://www.google.com	14,600,000
"Petroleum engineering"	http://www.google.com	1,520,000
"Petroleum engineering"	http://scholar.google.com/	
"Petroleum engineering"	http://blogsearch.google.com/	
Petroleum engineering	http://technorati.com/posts/tag/petroleum%20engineering	
Petroleum engineering	http://technorati.com/blogs/tag/petroleum+engineering	_____ blogs
Petroleum engineering	http://del.icio.us	

Now, see what you can find out about:

Search term	Search engine	Hits
social networking	http://www.google.com	
"social networking"	http://www.google.com	
"social networking"	http://scholar.google.com/	
"social networking"	http://blogsearch.google.com/	
social networking	http://technorati.com/posts/tag/petroleum%20engineering	
social networking	http://technorati.com/blogs/tag/petroleum+engineering	
social networking	http://del.icio.us	

Lesson 3 - Internet Search

Track what you are doing on the Internet via blogging

Lesson 3 Objectives:

5. Start your blog at <http://www.blogger.com>
6. Post to your blog, and edit your posts

How to Create a Blog at <http://www.blogger.com>

For the online version of this material see

http://www.homestead.com/prosites-vstevens/files/efi/blogger_tutorial.htm

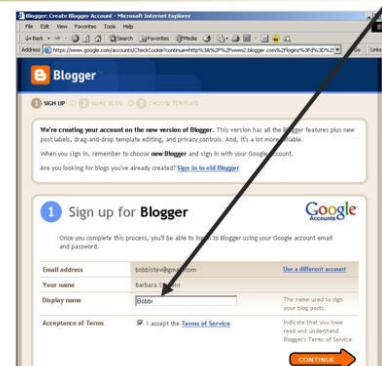
5. Create an account in Blogger

Sign in at
<http://www.blogger.com>



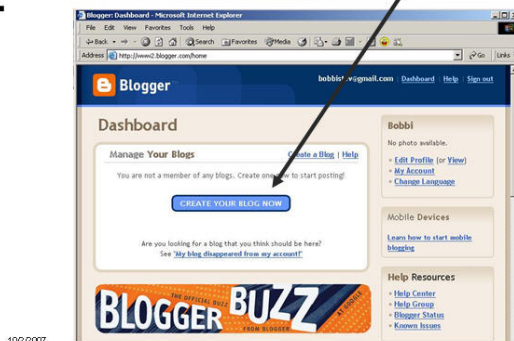
10/2/2007

Step 1 of 3 – Decide how you will
'sign' your posts and comments

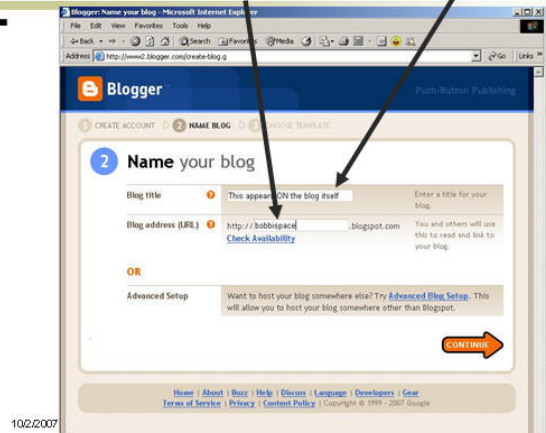


10/2/2007

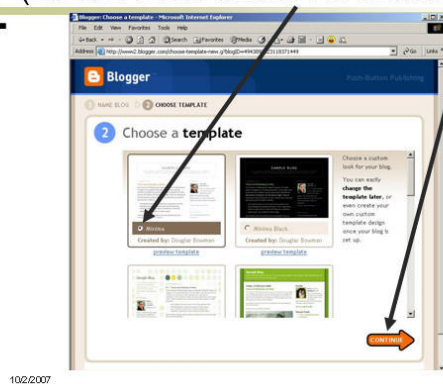
[OK, now create your blog!



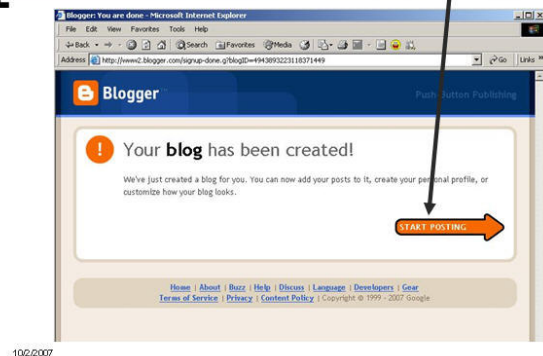
[Write the title of your blog and its Web address



[Decide how your blog will LOOK (click a radio button & continue)

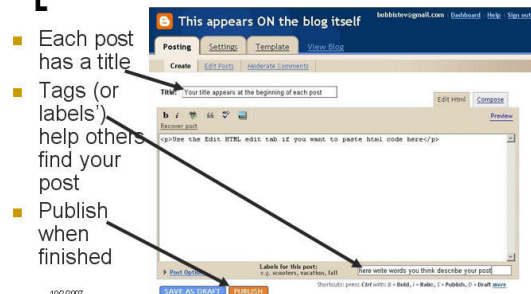


[Well done! Now you can start posting



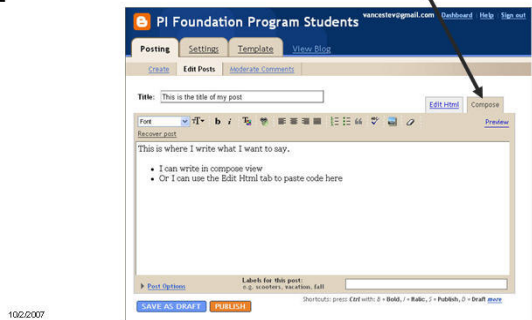
6. Posting and editing in Blogger

[Posting and publishing to Web



INTERNET SEARCH: NOTEKEEPING AND TAGGING

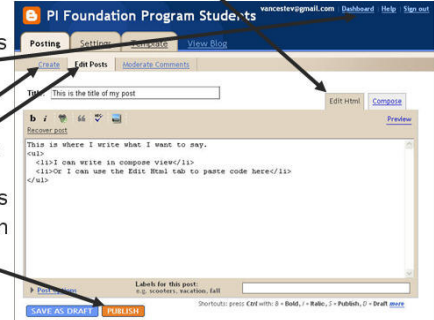
You can use the compose tab for a 'wysiwyg' view



10/2/2007

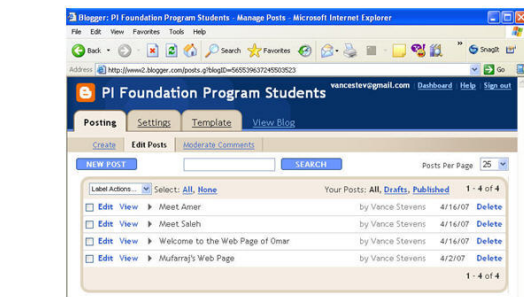
Or the Edit HTML tab to work in HTML code

- Dashboard is here
- Start a new post
- Edit Posts to manage all your postings
- Publish when done



10/2/2007

MANAGE lets you edit, delete, or view posts in ONE blog



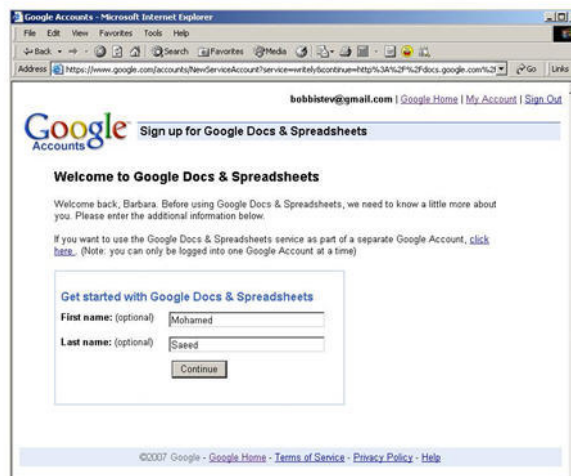
10/2/2007

DASHBOARD lets you view all blogs created in your Account



10/2/2007

More: With your Google ID sign up for Docs & Spreadsheets



10/2/2007