

Internet Explorer

DOWNLOAD PROGRAMS

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1. There are several kinds of programs that you can download from the Internet:

A. Executables. If a downloaded file is an “executable” file (ending in “.exe” or “.com”), you must “execute” the program. That is, when you Left-click on it, you’ll be given the option of Saving it or Running it. Always save the program and run it from your hard drive. That way, if there is a problem, you’ll have the original file to install again.

NEVER download or run a file from a website that you’re not confident in using.

B. Compressed (Zipped) Files. By compressing a file, one can change a 1.5 Gb file into a 450 Kb file, making it much quicker to download. Zipped files always end in “.zip”. They can be uncompressed very simply. See “Compressed Files,” at <http://darryd.com/Windows> .

C. Videos. Videos usually end in “WMV” or “MPG” in either uppercase or lowercase letters. They are movies. Typically, Windows Media Player is used to view these shows.

D. Slideshows. Slideshows can be in “.pps” or “.ppt” — both of which are PowerPoint shows — or in “.pdf” which is a Adobe portable document format (PDF).

2. Go to site which has the program you want. Before you begin to download, add the website to “Favorite Places” to ensure you can get back if your connection is interrupted. Visit my website at <http://darryd.com/IE7> and open the “Favorite Places” lesson.

3. Find the program. The program or file will normally be in blue letters with underlined text.

4. Single, left-click on the program underlined in blue letters.

5. At this point, Windows Explorer will open a window called "Save As." Select a destination folder on the "Save In:" line. Note into which folder you are saving that file.

6. On the File Name: line, change the name to what you want.

Give it a "title" plus a date, i.e., "Spelling Teacher 070102" so that months from now you'll recognize it. 070102 indicates that I downloaded the file on January 2, 2007.

7. Press the Enter key or left-click on OK button.

7. Download begins. Once completed, the file is on your hard drive.

EXECUTABLE FILE

If a downloaded file is an "executable" file (ending in ".exe" or ".com"), you must "execute" the program:

1. Open Windows Explorer. You can access Windows Explorer by:

★ in *Windows 98* or *Me*, select Start > Programs > Windows Explorer

★ in *Windows XP*, select Start > All Programs > Accessories > Windows Explorer)

2. In Windows 98, 98SE, or Me, the folders show on the left-side. In Windows XP, you'll have to click on the "Folder" button at the top of the window (Figure 1).

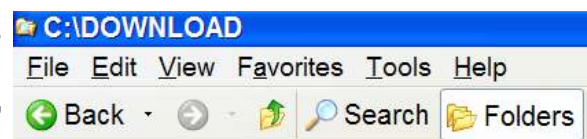


Figure 1

3. On the left-side of the vertical dividing line, left-click on the icon of the folder which has the file in it.

4. On the right-side of the vertical line, double-click on the program's icon.

5. Follow onscreen instructions.

OPEN COMPRESSED FILES

If you download a compressed file, it has the file extension “.zip”. For example, “Test File.zip”. To uncompress:

1. RIGHT-click on the compressed file.
2. Left-click on “Extract All” in the pop-up menu (Figure 2).
3. Note into which folder the files will be opened. Normally, Windows will create a folder with the same name as the file that was compressed. If the file was called “Darry D Cursors.zip”, look for a folder called “Darry D Cursors”.

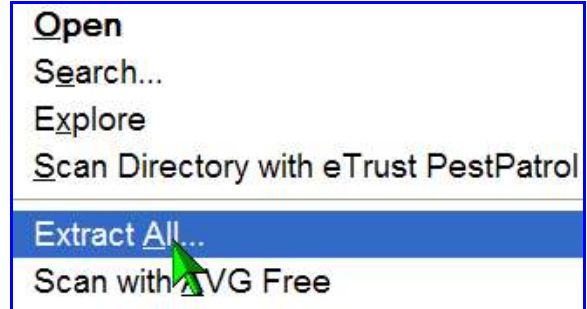


Figure 2