Using Google Chrome

What is Google Chrome?

Google Chrome is a freeware **web browser** developed by Google.

What is Google Chrome used for?

Through google chrome, you can **access websites and surf the web**.

To start using Google Chrome, click the **google chrome icon** on your desktop, which looks like this:

Getting to a website using the address bar:

Opening Google Chrome will take you to Google's home-page (for help using Google see this tutorial).

From there, if you know the name of the website you'd like to access, type it into the **address bar** at the **very top of the screen**.

Once you type the website address in, hit the **enter key** on your keyboard.

When visiting a website, it's address will always be displayed in the address bar.

Bookmarking:

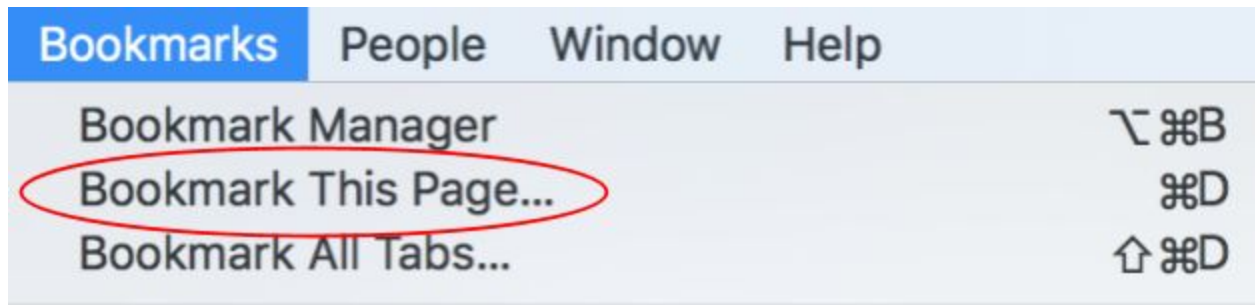If there is a website that you visit often it may be helpful to bookmark it. Bookmarking a website creates a **button** that works like a **shortcut** to that website.

Here is an example of bookmarking the Tech Goes Home website:

First **go to the website you want to bookmark**. Then, click "**Bookmarks**" button at the top of the screen.
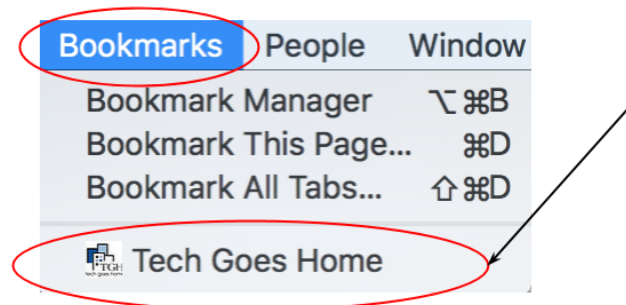
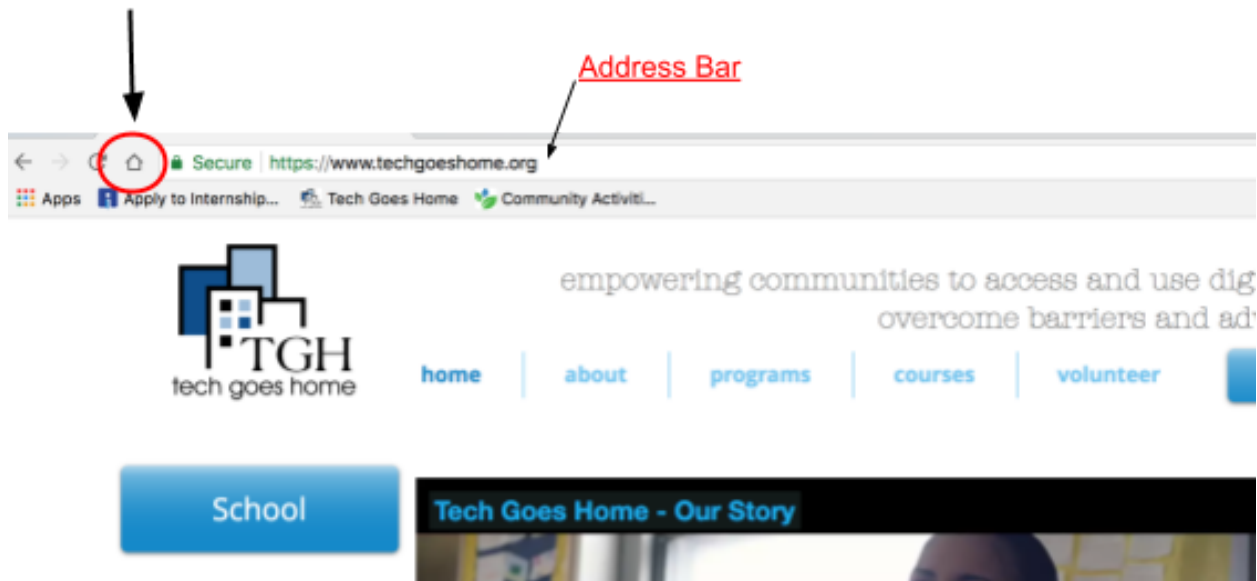Then, from the Bookmarks drop-down menu, click "**Bookmark This Page…**".

Now, when you click **Bookmarks** at the top of the screen, the name page that you bookmarked will be towards the bottom of the same drop down menu. Clicking that name will bring you to the page that you bookmarked.

For example, if I bookmarked Tech Goes Home, I would click "Bookmarks" and then "Tech Goes Home" to go to the site.
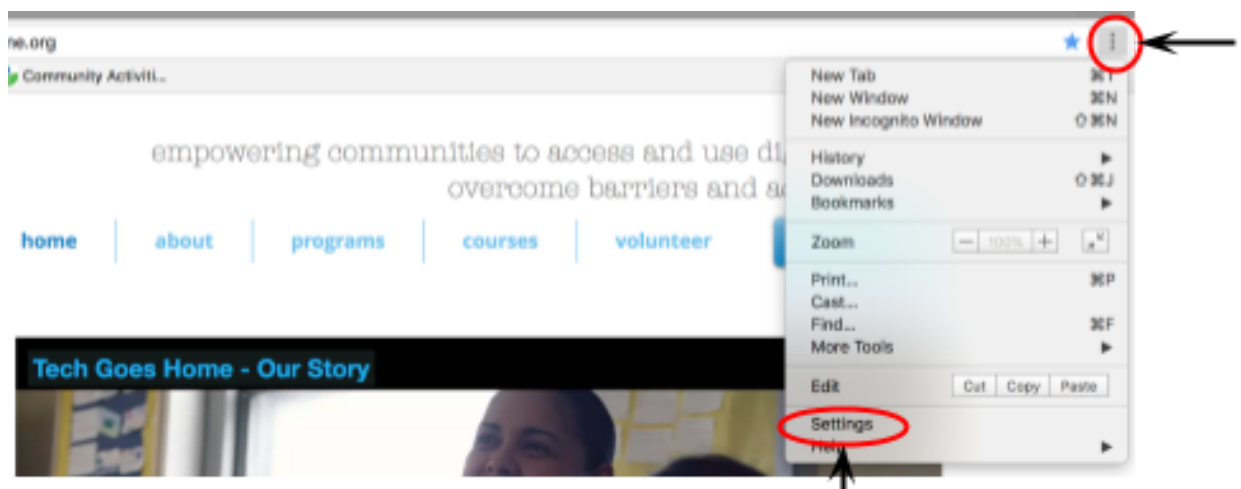
The Home Button:

The home button on Google Chrome works almost like a bookmark. It is a button in the shape of a house **to the left of the address bar** that **brings you back to your homepage** when you click it.

Setting your home button:
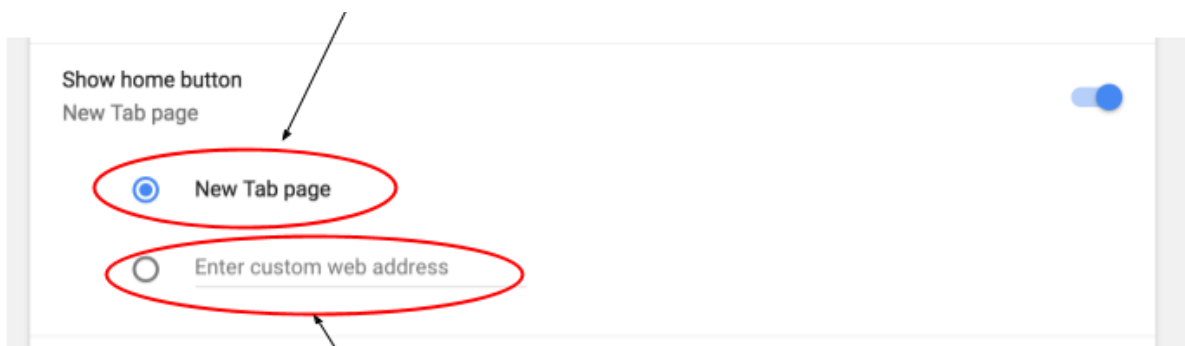
To change the site that the home button directs you to, click the **dots** to the **right of the address bar** and then click **settings** from the drop down menu.

You will be redirected to a **settings** page. Scroll down to the **Appearance** section. The second option is **Show Home Button.** Clicking gray sliding button to the right will allow the home button icon to be displayed on your browser.

You will then have the option to **set** what your homepage is. The **first option** given will automatically set it to the "New Tab Page" or the same page that comes up when first opening Google Chrome.

To set a **custom homepage,** type the address of your desired homepage in the second option and click the circle next to it so it turns blue.

Using Tabs:

Often it is useful to have multiple websites up at once and be able to access them all easily. This can be done using **tabs**.
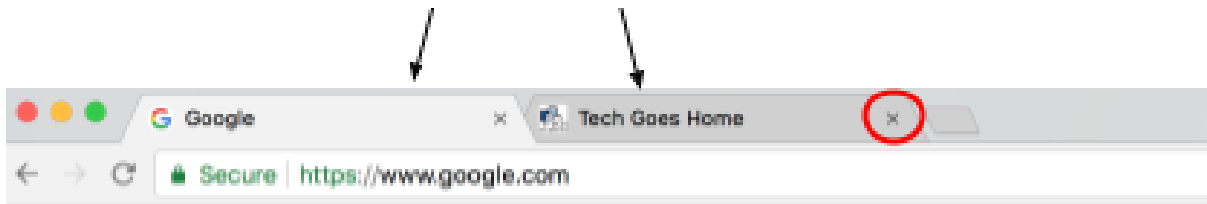
   Tabs are displayed at the very top of the browser window, above the address bar.

To add a new tab, click the dark gray box next to the last tab you opened.

You will then be able to see the names of all of the websites you have open along the top of the window. Click any name to get to its respected website. **To close a tab** click the 'x' at the right side of the tab.

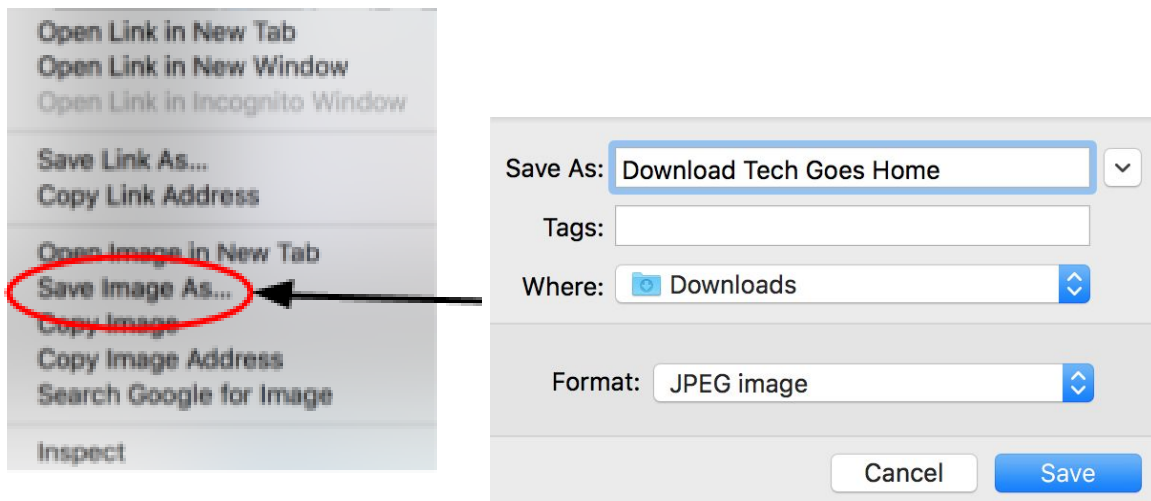## Downloading Files:

To download a file, PDF or photo, from google chrome, go to the item you want to download and either right click on the item **or** click it while holding the **control key.**

A drop down menu will then appear. Select the "Save Image As…" option.
A window will appear that lets you name your item and choose where in your computer
to save it.

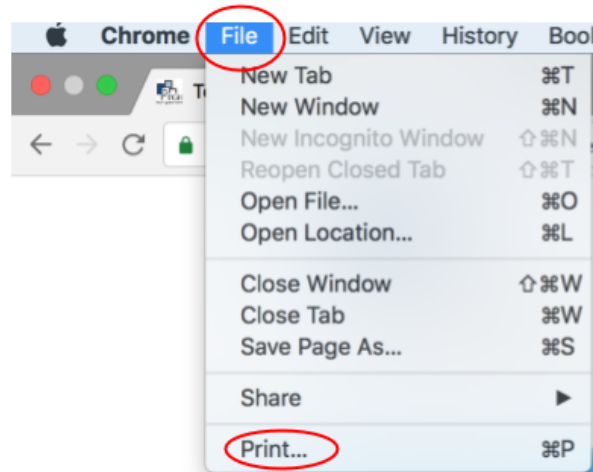After you click **save**, a button will appear in the lower left corner of your window with the
name of your saved item. Clicking that name will open your downloaded item.

Printing:
Google Chrome allows you to print any web page, image or file.

First go to the desired page, image or file and click "**File**" in the top left of your screen and select "**Print…**" from the bottom of the drop down menu.

You will then be brought to a page where you can **set up print settings**.

You can either **save as a PDF** or **send to a printer** by pressing "Change" . When you are done press the blue button that says either "Print" or "Save".