Basic Search – Basic Search

Before you start, this activity sheet can be done on your own, but we encourage you to seek out a Tech Coach at The Kansas City Public Library for more in-depth help. For more information go to: https://www.kclibrary.org/services/techlearn

Now that you understand what a search engine is and how to navigate your web browser interface, let’s go through a scenario to see if you understand how to use a search engine. Please follow the steps below.

- Open your favorite web browser.
- In the web browser address bar, type https://www.google.com/
- In the search bar, type The Kansas City Public Library.
- Hit the Enter key to search or left-click the Google Search button below the search bar.
- Google will now search billions of web pages and bring you some relevant results. A new page will populate with options. (See image below for an example)

- On this new page of results, find the official Kansas City Public Library website.
- Left-click on the website link to go to The Kansas City Public Library website.
- Once you have loaded the library website, go back to the previous google search results page, to do this, left-click the back button on your browser.
- Back on the Google search results page for The Kansas City Public library find the images tab, left-click on the images tab.
- Inside the images tab you’ll find Kansas City Public library images. (See image below for an example)
• Now use the back button again to go back to the previous page of search results.
• You can find a lot of information about The Kansas City Public Library on the search results page such as the address, hours open, ratings and more. One helpful feature of this Google search is that you can get directions on how to get to the library.
• Click on the Google Maps tab or the Google Maps icon under the library info on the right-hand side of the search results. (See image below for an example)

![Google Maps Example](image_url)

• On the maps page, use the back button on your browser again to go back to the original search results.
• When you are on the original Kansas City Public Library search results page, it's time to explore other search options below the library website link. Use the scrollbar on the right-hand side of your browser window and scroll down. Notice how many other options there are. At the bottom of the Google search results page, you'll notice you are on page 1. You can click on page 2, 3 and so on to find more search results pertaining to The Kansas City Public Library. (See images below for an example)