

Welcome to Microsoft Internet Explorer 4.0

The Internet is a collection of computer networks that connects millions of computers around the world, including the one on your desktop. It is also a vast source of information that is constantly changing and expanding. Since its creation in the 1960s, the Internet has grown exponentially and is now used by millions of people, from those in commercial and educational institutions to individual consumers.

Once you are connected to the Internet, you can use Internet Explorer to view a huge variety of information. You can also incorporate this information into your documents or save it to a file on your computer.


- ▶ Begin exploring the Internet by clicking an item in the Internet Explorer main window.


The following features are available in Internet Explorer 4.0:

- For more convenient Web browsing, you can now download files from the Internet in a separate window while you continue browsing other Web pages.
- The new resizable toolbar provides you with Links, which give you fast and easy access to great Internet pages with content that is updated regularly.
- With the industry-standard Internet ratings support, parents can filter out Web sites that could be inappropriate for their children.
- Internet Explorer provides support for all of the latest HTML (Hypertext Markup Language) authoring features, including some features that are unique to Internet Explorer, such as borderless frames, floating frames, and HTML style sheets.
- Internet Explorer also provides support for ActiveX documents. This means that you can view documents such as Microsoft Office files right in Internet Explorer, without starting another program, such as Microsoft Word.
- SSL 2.0, SSL 3.0, and PCT security provide ultra-secure transactions over the Internet. For example, now you can make secure credit-card purchases from a catalog on a Web page.

To view a page on the Internet

- Click any hyperlink on your start page. A hyperlink can be a picture, a 3-D image, or colored text (usually underlined).


If you want to go to the next page, click the  button on the toolbar.

If you want to return to the previous page, click the  button on the toolbar.

Tip

- You can see whether an item on a page is a hyperlink by moving the mouse pointer over the item. If the pointer changes to a hand, the item is a hyperlink.

Tips for viewing and organizing pages

- You can speed up the time it takes to display a page by not displaying pictures, sounds, or video.
- You can cancel a page that is taking too long to display by clicking the  button on the toolbar.
- Internet Explorer keeps track of the last five pages you viewed. They are added to the **Go** menu so that you can easily return to them.
- If you plan to view a page often, you might want to add it to your collection of favorite pages, or create a shortcut to it on your desktop.
- You can save the current page to a file on your computer by clicking the **File** menu and then clicking **Save As**.

For step-by-step procedures, click Related Topics below.

{button ,AL("a_display_fast;a_save_page;a_view_history;a_collect_favorites;a_create_shortcut")} [Related Topics](#)

To go to a specific place or page

- In the **Address** bar, type the address of the page you want to open, or click the down arrow to select it from the list, and then press ENTER.

Tips

- To display the page in a new window, click the **File** menu, point to **New**, and then click **Window** before typing the address.
- You can also go to a specific page by clicking the **File** menu, clicking **Open**, and then typing the address in the text box.

To return to a page you've already seen


- On the **File** menu, click the page in the list that you want to go to.

Notes

- This list is emptied when you quit Internet Explorer.
- For a complete list of all the pages you've viewed in all sessions, click the **View** menu, click **Options**, click the Navigation tab, and then click **View History**. Then double-click the page you want to open.

{button ,AL("a_set_history;a_move_pages")} [Related Topics](#)

To return to the start page

- Click the  button on the toolbar.

Tip

- If you can't see the toolbar, click the **View** menu, and then click **Toolbar**.

{button ,AL("a_homepage_change;a_view_pages;a_goto_page ")} [Related Topics](#)

To change your start page

- 1 Go to the page you want to appear when you first start Internet Explorer.
- 2 On the **View** menu, click **Options**.
- 3 Click the **Navigation** tab, and then click **Use Current**.

Tips

- To restore your original start page, click **Use Default**.

{button ,AL("a_return_home;a_searchpage_change")} [Related Topics](#)

To change your search page

- 1 Go to the page you want to use as your [search page](#).
- 2 On the **View** menu, click **Options**.
- 3 On the **Navigation** tab, select **Search Page** from the **Page** list.
- 4 Click **Use Current**.

Tip


- To use your original search page, click **Use Default**.

{button ,AL("search_internet;a_homepage_change")} [Related Topics](#)

To add a page to your collection of favorite pages


- 1 Go to the page you want to add to your collection of favorite pages.
- 2 On the **Favorites** menu, click **Add To Favorites**.
- 3 Type a new name for the page if you want to.

Tips

- To store your page in a different folder, click the **Create In** button in the **Add To Favorites** dialog box.
- To open one of your favorite pages, click the  button on the toolbar, and then click the page you want to open.
- To keep track of your favorite pages, you can organize them into folders.

{button ,AL("a_view_pages;a_goto_page;a_move_pages")} [Related Topics](#)

To organize your favorite pages into folders

- 1 On the **Favorites** menu, click **Organize Favorites**.
- 2 To create a new folder in which to store shortcuts to your pages, click , type a name for the folder, and then press ENTER.
- 3 Drag the shortcuts in the list to the appropriate folders.

Tips

- You might want to organize your pages by topic. For example, you could create a folder named Art Pages for storing information about art exhibits and reviews and a folder named Flying for storing information about aviation.
- If the number of shortcuts or folders makes dragging impractical, you can use the **Move** button instead.

{button ,AL("a_move_files;a_fcab_create_folder")} [Related Topics](#)

To create a desktop shortcut to the current page

- On the **File** menu, click **Create Shortcut**.

Tip

- If the Internet Explorer window is not maximized, you can create a shortcut by dragging a hyperlink from the Internet Explorer window to the location you want, such as your desktop or a folder.

{button ,AL("a_view_pages;a_goto_page")} [Related Topics](#)

To save the current page on your computer

- 1 On the **File** menu, click **Save As**.
- 2 Double-click the folder you want to save the page in.
- 3 In the **File Name** box, type a name for the page, and then click **Save**.

Note

- Internet Explorer saves only the text on a page, not the graphics.

{button ,AL("a_saveas_item")} [Related Topics](#)

To save a page or picture without opening it

- 1 Right-click the hyperlink for the item you want.
- 2 Click **Save Target As**.
- 3 In the **File Name** box, type a name for the item, and then click **Save**.

Notes

- Internet Explorer saves a copy of the page or picture rather than a shortcut to it.
- You can use this method to download a copy of an item without opening it.
- To save a copy of the hyperlink instead, just drag the hyperlink to the location you want, such as your desktop. A shortcut to the Web page will appear.

{button ,AL("a_save_page;a_create_shortcut")} [Related Topics](#)

To search for text on a page

- 1 On the **Edit** menu, click **Find (on this page)**.
- 2 Type the text you want to find.
- 3 Change any settings as needed.
- 4 Click **Find Next**.

{button ,AL("search_internet")} [Related Topics](#)

To copy information from a page into a document

1 Select the information you want to copy.

To copy the contents of an entire page, click the **Edit** menu, and then click **Select All**.

2 On the **Edit** menu, click **Copy**.

3 In the document where you want the information to appear, click the location where you want to place it.

4 On the **Edit** menu in that document, click **Paste**.

Tip


- You cannot copy information from one Web page into another.

{button ,AL("a_view_pages")} [Related Topics](#)

To change how a page is displayed

- 1 On the **View** menu, click **Options**.
- 2 On the **General** tab, change the settings as needed.


Note

- For Help on an item, click  at the top of the dialog box, and then click the item.

To display text larger or smaller

- 1 On the **View** menu, point to **Fonts**.
- 2 Click the font size you want.

Notes

- You can also change your font size by clicking the  button on the toolbar.
- Some pages use predetermined font sizes instead of the size you specify.

{button ,AL("a_changefonts_propfixed;a_change_appearance")} [Related Topics](#)

To display previously viewed pages faster

- 1 On the **View** menu, click **Options**.
- 2 On the **Advanced** tab, click **Settings**.
- 3 To create more space to store pages temporarily, move the slider to the right.
To prevent Internet Explorer from updating pages in the Temporary Internet Files folder, click **Never**.

Tip

- For Help on an item, click
- at the top of the dialog box, and then click the item.

{button ,AL("a_display_fast")} [Related Topics](#)

To display pages faster

- 1 On the **View** menu, click **Options**.
- 2 On the **General** tab, clear one or more of the **Show pictures**, **Play sounds**, or **Play videos** check boxes.

Tips

- If the **Show pictures** or **Play videos** box is cleared, you can still display an individual picture or animation by right-clicking the icon in the Web page that represents that picture or animation and then clicking **Show Picture**.
- If the pictures on the current page are still visible after you clear the **Show pictures** check box, you can hide them by clicking the **View** menu and then clicking **Refresh**.

{button ,AL("a_disk_cache")} [Related Topics](#)

To start a program when you open a particular type of file

- 1 On the **View** menu, click **Options**.
- 2 On the **Programs** tab, click **File Types**.
- 3 To open a new type of file that Internet Explorer doesn't yet recognize, click **New Type**.
To change the program that starts when you open a certain type of file, click the type, and then click **Edit**.
- 4 Type a description for the file type, and then specify its content type and file name extension.
- 5 To define a new action for this file type, click **New**.
To modify an action for an existing file type, click the command that you want to modify, and then click **Edit**.
- 6 Specify the action that you want to define, such as Open or Print, and the program that should complete this action.

Tip

- For Help on an item, click
- at the top of the dialog box, and then click the item.

To view the source file for the current page

- Click the **View** menu, and then click **Source**.

Tips

- If you create your own Web pages, this is a good way to see how other Web pages are constructed.
- You can edit the page by saving it to your computer and then making the changes you want. After you edit the page, you can open it in Internet Explorer to view your changes.

{button ,AL("a_save_page")} [Related Topics](#)

To use a graphical image as desktop wallpaper

- Right-click the image on the Web page, and then click **Set As Wallpaper**.

To configure your computer for Internet access by using a proxy server

- 1 Obtain the proxy system address from your network administrator.
- 2 On the **View** menu, click **Options**.
- 3 Click the **Connection** tab.
- 4 In the **Proxy server** area, select the **Connect through a proxy server** check box.
- 5 Click **Settings**, and then type the appropriate proxy system address or addresses supplied by your system administrator.

Notes

- Microsoft Internet Explorer works only with proxy servers that are compliant with the CERN proxy server standard.
- If your computer is not yet configured to connect to the local area network (LAN), run the Internet Connection wizard. To do this, click the **Start** button, point to **Programs**, point to **Internet Tools**, and then click **Get on the Internet**.
- For Help on an item, click
- at the top of the dialog box, and then click the item.

Overview: Security on the Internet

The Internet works by sending information from computer to computer until the information reaches its destination. When data is sent from point A to point B, every computer in between has an opportunity to look at what's being sent. This can pose a security problem.

For example, you are viewing a clothing catalog on the World Wide Web and you decide to buy a shirt. This requires that you type information into an order form, including your credit-card number. You know the clothing company in question is reputable, so you type your credit-card number and other information, and then send the completed form. Your information passes from computer to computer on its way to the clothing company. Unfortunately, one of the computers in between has been infiltrated by criminals who watch the data passing through that computer until they see something interesting, such as your credit-card number.

How often does something like this happen? It's hard to say, but the important thing is that it's technically possible. And, as the Internet grows, it could happen more and more.

How does Microsoft Internet Explorer help protect you and your data?

Many Internet sites are equipped to prevent unauthorized people from seeing the data sent to or from those sites. These are called "secure" sites. Because Internet Explorer supports the security protocols used by secure sites, you can send information to a secure site with safety and confidence. (When you are viewing a page from a secure site, Internet Explorer displays a "lock" icon on the status bar.)

Internet Explorer can also notify you when you are about to do something that might pose a security risk. For example, if you are about to send your credit-card number to an insecure site, Internet Explorer can warn you that the site is not secure. If the site claims to be secure but its security credentials are suspect, Internet Explorer can warn you that the site might have been tampered with or might be misrepresenting itself. To specify when Internet Explorer should warn you, click the **View** menu, click **Options**, and then click the **Security** tab.

{button ,AL("privacy;certs;active;certover")} [Related Topics](#)

Overview: Security certificates

There are two different types of certificates, personal and Web site.

A personal certificate is used when you send personal information to a client authentication server that requires a certificate. For example, a personal certificate would contain information such as your username and password.

A Web site certificate is used when a secure Web site sends Internet Explorer a certificate that provides certain information about security for that Web site. A certificate is issued to a particular organization for a specific period of time. When you try to open that organization's Web site, Internet Explorer verifies the Internet address stored in the certificate and that the current date precedes the expiration date. If not, Internet Explorer can display a warning. For example, a Web site certificate would contain information verifying that the site is secure and genuine. This ensures that no other Web site can assume the identity of the original secure site.

{button ,AL("certs")} [Related Topics](#)

To set security levels

- 1 On the **View** menu, click **Options**.
- 2 Click the **Security** tab.
- 3 Click **Safety Level**, and then select the level required for your computer.

Tip

- For Help on an item, click
- at the top of the dialog box, and then click the item.

{button ,AL("secover;certs;active")} [Related Topics](#)

To view security certificates

- 1 On the **View** menu, click **Options**.
- 2 Click the **Security** tab.
- 3 In the **Certificates** area, click the **Personal**, **Sites**, and **Publishers** buttons to set the options you want.

Tips

- When you select these options, Internet Explorer will use personal and Web site security certificates you have installed on this computer before you send and receive information between secured Web sites.
- For Help on an item, click
- at the top of the dialog box, and then click the item.

{button ,AL("privacy;secover;active;certover")} [Related Topics](#)

To view multimedia and other active content

- 1 On the **View** menu, click **Options**.
- 2 Click the **Security** tab.
- 3 In the **Active content** area, select the check boxes you want.

Tips

- When you select these options, Internet Explorer automatically displays items that show active content (for example, a vertical marquee or an animation).
- For Help on an item, click
- at the top of the dialog box, and then click the item.

{button ,AL("privacy;certs;secover") } [Related Topics](#)

An Internet site address typically starts with a protocol name followed by the organization that maintains the site; the suffix identifies the kind of organization. For example, "http://www.yale.edu/" identifies the Web server at Yale University. "http://www" indicates that it is a Web server that uses the http protocol, and ".edu" identifies Yale as an educational institution. Generally, commercial site addresses end with .com and government site addresses end with .gov.

If the address points to a specific page, additional information—such as a port name, the directory in which the page is located, and the name of the page file—is included. Web pages authored by using HTML (Hypertext Markup Language) often end with an .htm or .html extension.

The content type specifies the MIME (multipurpose Internet mail extension) type for the file.

The MIME type enables an Internet browser, such as Microsoft Internet Explorer, or an Internet mail viewer, such as Microsoft Internet Mail and News, to associate a MIME type with a file type, specifying which program should run when a file of a specific type is opened over the Internet.

Many sites on the Internet are now equipped to communicate in such a way that no one can see what you are sending and receiving. These are called "secure" sites. When you are viewing pages from a secure site, Internet Explorer displays a "lock" icon on the status bar. Internet Explorer can also notify you when you are about to do something that might pose a security risk.

A search page provides an organized way to find and go to other Internet sites. Many search pages provide searching capabilities, such as the ability to search by topic or by keyword. Others might provide a well-organized list of hyperlinks to selected Internet sites. You can quickly go to the search page by clicking the **Search** button on the toolbar.

This is the first page that opens when you start Internet Explorer.

A start page can be a page on the Internet or a page on your computer. You can change your start page at any time.

To use the Links bar to visit preselected Web pages

- Click the word **Links** on the toolbar, and then click one of the links on it.

Tips

- The **Links** bar opens specific Web pages on the Internet where information is updated regularly.
- To enlarge or reduce the **Links** bar, click the word **Links**.

To change the appearance of the toolbar

- You can move the **Address** or **Links** section of the toolbar by dragging it up, down, left, or right.
- To make more room on your screen, you can hide toolbar button labels. To do this, drag the thick bar at the bottom edge of the toolbar upward until the button labels are hidden.

To send a shortcut to a Web page in e-mail


- 1 On the **File** menu, point to **Send Link To**.
- 2 Click the destination you want.

Note

- To include this shortcut in an e-mail message, you must have an e-mail program installed.

{button ,AL("a_create_shortcut")} [Related Topics](#)

To search the Internet

- Click the  button on the toolbar.

The search programs that are available vary depending on your Internet service provider.

Tip

- You can change your search page at any time.

{button ,AL("a_searchpage_change")} [Related Topics](#)

The Temporary Internet Files folder is the place on your hard disk where pages and files (such as graphics) are stored as you view them.

Keyboard shortcuts

Viewing documents

To do this	Press this
Go to next page	SHIFT+BACKSPACE
Go to previous page	BACKSPACE
Display a shortcut menu for a hyperlink	SHIFT+F10
Move forward between frames	CTRL+TAB
Move back between frames	SHIFT+CTRL+TAB
Scroll toward the beginning of a document	UP ARROW
Scroll toward the end of a document	DOWN ARROW
Scroll toward the beginning of a document in larger increments	PAGE UP
Scroll toward the end of a document in larger increments	PAGE DOWN
Move to the beginning of a document	HOME
Move to the end of a document	END

Working with Internet Explorer

To do this	Press this
Refresh the current page	F5
Stop downloading a page	ESC
Go to a new location	CTRL+O
Open a new window	CTRL+N
Save the current page	CTRL+S
Print the current page or active frame	CTRL+P
Activate a selected hyperlink	ENTER

A proxy server acts as a security barrier between your internal network (intranet) and the Internet, keeping other people on the Internet from gaining access to confidential information on your internal network.

To display text in a different font

- 1 On the **View** menu, click **Options**.
- 2 On the **General** tab, click **Font Settings**.
- 3 In the **Proportional** and **Fixed-width** font lists, click the fonts you want.

Tips

- Some pages use predetermined colors and fonts instead of the ones you specify.
- For Help on an item, click
- at the top of the dialog box, and then click the item.

{button ,AL("a_changefonts;a_change_appearance")} [Related Topics](#)

To change the number of pages in the History list

- 1 On the **View** menu, click **Options**.
- 2 Click the **Navigation** tab.
- 3 In the **History** area, change the number of days that Internet Explorer keeps track of your pages.

Tip

- For Help on an item, click
- at the top of the dialog box, and then click the item.

To use the IntelliMouse pointing device

In Internet Explorer you can use IntelliMouse to perform these functions:

- **Hyperlink jumps.** You can jump to any hyperlink by pointing to it, and then "datazooming" forward. To return to the previous topic, datazoom back. To datazoom, you press and hold down SHIFT while rotating the wheel button.
- **Scrolling.** You can scroll through a Web page by rotating the wheel button forward or back.
- **Panning.** You can continuously scroll through the current Web page by holding down the wheel button while moving the mouse.

Tip

- For more information about IntelliPoint software and IntelliMouse, see your IntelliMouse documentation.

Using Accessibility features in Internet Explorer

In addition to Microsoft Windows, Windows NT, and Windows 95 accessibility products and services, the following features make Internet Explorer more accessible for people with disabilities.

Keyboard access All features in Internet Explorer are accessible to you by using the keyboard or the mouse. Internet Explorer supports Dvorak keyboard layouts, which make the most frequently typed characters more accessible.

For more information about keyboard access, look for [Keyboard Shortcuts](#) in the Help Contents.

Navigating the document With Internet Explorer 4.0, you can explore the Web from the keyboard by pressing TAB and SHIFT+TAB to navigate forward and backward between screen elements such as:

- Hyperlinks that are text or images
- Hotspots on image maps
- The Address bar
- Frames

Highlighting box As you move to or click a hyperlink or image, a one-pixel border appears around it so you can see what is selected.

Adjustable font sizes You can customize the size of fonts displayed on your computer's screen.

High-contrast Internet Explorer not only responds to your high-contrast settings if you use them, but also allows for further customization.

Overview: Information Delivery and offline browsing

Internet Explorer 4.0 introduces a new way to view Web content. With most browsers, you have to connect to the Web and then browse the content you want to view. That content is not updated on your computer until you visit the Web site.

Using Information Delivery, you can automatically update your favorite Web-site content (for example, at night or when your computer is idle) and download it to your hard disk for viewing online or offline at your leisure. Then, when you view the subscribed Web site, you'll already have the most current content.

You can schedule updates to the content from all of your subscribed Web sites throughout the day, daily, or weekly. Or, you can schedule updates individually for different subscribed sites.

To set up a Web site subscription, you need to:

- Subscribe to a Web site.
- Define a schedule for how often you want to download content.

Once you have accomplished these tasks, you can then view the downloaded Web content on your computer, even if you are not connected to the Internet. This offers you several benefits:

- You don't have to wait for your favorite Web sites to download, because they're already on your computer.
- You don't have to connect to the Web to view your favorite sites, which can be difficult if you're on the road.
- You can save money on connection times, and, if you choose to have content downloaded late at night, take advantage of more reliable connections.

Tip

- For more information, click [Related Topics](#) below.

{button ,AL("subscription_site;subscription_update;subscription_view;offline_task")} [Related Topics](#)

To add or change a subscription to an existing favorite Web site

- 1 In any Explorer window, click the **Favorites** menu, and then click **Organize Favorites**.
- 2 Right-click the subscription, and then click **Properties**.
- 3 Click the **Subscription** tab, and then click **Subscribe**.
- 4 Specify your schedule, delivery, and notification options.

{button ,AL("infodeliv_over;subscription_update;subscription_view;")} [Related Topics](#)

To subscribe to a Web site

- 1 In any Explorer window, click the **Favorites** menu, and then click **Add to Favorites**.
- 2 Check the **Subscribe for downloading** box.
- 3 Click **Settings**, and then follow the instructions on your screen to specify how you want the subscription updated and how you want to be notified.

When the site is updated, the new information is downloaded to your computer.

Notes


- Subscribing to a site enables you to automatically view updated information from the site on a scheduled basis, without having to visit the site and refresh the content manually.
- Subscribing to a site does not require paying fees to the site.

{button ,AL("infodeliv_over;subscription_update;subscription_view;")} [Related Topics](#)

To update subscriptions and Smart Favorites

- 1 In any Explorer window, click the **Favorites** menu, point to **Subscriptions**, and then click **Options**.
- 2 On the **Daily Schedule** tab, click the options you want.

Tips

- You can also specify a weekly schedule for updating subscriptions. On the **Weekly Schedule** tab, click the options you want.
- For Help on an item, click  at the top of the dialog box, and then click the item.

{button ,AL("infodeliv_over;subscription_site;subscription_view;")} [Related Topics](#)

To view a current subscription

- 1 In any Explorer window, click the **Favorites** menu, point to **Subscriptions**, and then click **View All**.
- 2 Click the subscription you want to view.

{button ,AL("infodeliv_over;subscription_site;")} [Related Topics](#)

To browse the Web without being connected to the Internet

- In any Explorer window, click the **File** menu, and then click **Work Offline**.

Tip

- In addition to subscribed Web sites, you can also view offline any Web pages stored in your History folder. For more information, click Related Topics below.

{button ,AL("a_subscription_existing site;subscription_site;a_view_history")} [Related Topics](#)

To view Web pages written in a different language

- 1 On the **View** menu, click **Options**.
- 2 Click the **General** tab, and then click the **Language** button.
- 3 Click **Add**.
- 4 Select the language you want to add.

Note


- Adding or changing languages does not translate text or change the language used to display menus or controls on your computer.

To automatically configure Internet Explorer on a corporate system

- 1 On the **View** menu, click **Options**.
- 2 Click the **Connection** tab, and then click the **Automatic Configuration** button.
- 3 In the **URL** box, type the address or file to use to automatically configure Internet Explorer.
If you want to apply the configuration settings now, click **Refresh**.

Note

- Automatic configuration enables a system administrator to specify settings for users running Internet Explorer on a corporate system. The automatic configuration file is created and provided by your system administrator.

Help is available for each setting in this box. Click  at the top of the dialog box, and then click the setting or button you want information about.

Specifies whether graphical images should be included when pages are displayed.

Pages that contain several graphical images sometimes display very slowly. If you want to display pages more quickly, make sure this check box is cleared.

When this check box is cleared, you can still display an individual image by right-clicking the icon that represents the graphic and then clicking **Show Picture**.

Specifies whether music and other sounds can play when pages are displayed.

Pages that contain audio clips sometimes display very slowly. If you want to display pages more quickly, make sure this check box is cleared.

If RealAudio is installed, or if a movie is playing, sound may play even if you cleared this check box.

Specifies whether video clips and other animations can play when pages are displayed.

Pages that contain video clips or other animations sometimes display very slowly. If you want to display pages more quickly, make sure this check box is cleared.

When this check box is cleared, you can still play an individual animation by right-clicking the icon that represents the animation and then clicking **Show Picture**.

Click this to use the colors you select to display text and the background of a page.

If this check box is cleared, Internet Explorer uses the current color settings specified in Display properties in Windows.

Specifies the color you want to use to display text and background of a page.

To select a color, click the box, and then click the color you want.

Specifies the color you want to use for visited and nonvisited hyperlinks.

Try using a combination of colors and underlining to make hyperlinks easy to find.

Specifies whether all hyperlinks on a page should have underlines.

Specifies whether to display the standard toolbar.

Specifies whether to display a section of the toolbar that contains links to preselected Web pages.

Specifies whether to display a toolbar that shows the current Web site address (or example, <http://www.microsoft.com/>).

Specifies whether to display background graphics for all toolbars.

Specifies whether to display the names of the buttons in each toolbar.

Specifies the font to use when displaying proportionally spaced text on a page.
Most pages contain text that uses this font.

Specifies the name of the fixed-width font you want to use.

Some pages contain text that must be displayed in a nonproportional (fixed-width) font.

[Click this to change your font and language default settings.](#)

Specifies the default language. In the list, click the language you want to use.

Lists the installed character sets on your computer. After you select a character set, you can change the font.

Specifies the name of the font you want to use when displaying proportionally spaced text on a page. Most pages contain text that uses this font. To change the font, select one from the list.

Specifies the name of the fixed-width font you want to use.

Some pages contain text that must be displayed in a nonproportional (fixed-width) font. To change the font, select one from the list.

Specifies that you can select your default MIME (Multipurpose Internet Mail Extensions) type character set for the selected default font. In the list, click the character set you want to use.

Specifies whether you connect to the Internet by using the Dial-Up Networking connection you specify.

When this check box is selected, a message appears if you try to view something on the Internet but have not yet established a connection. You can then connect to the Internet immediately from the message box.

If you have direct access to the Internet through a local area network (LAN), you can clear this check box.

Note This option is unavailable unless you have Dial-Up Networking installed. To install it, click Add / Remove Programs in Control Panel, click the **Windows Setup** tab, double-click **Communications.**, and click **Dial-Up Networking.**

Lists the Dial-Up Networking connections that you have set up. Click the connection you want to use to connect to the Internet.

If no connections are set up, the Make New Connection wizard appears.

Click this to change phone number, modem, and other advanced settings (such as TCP/IP protocol information) for the selected Dial-Up Networking connection.

Click this to create a new Dial-Up Networking connection by using the Make New Connection wizard.

Specifies whether to disconnect from the Internet if you have not actively used your computer for the specified time. You can type a number or click the arrows to choose the number of minutes.

Use this option to save money on Internet connection fees (if your service provider charges an hourly rate).

If this check box is clear, you must disconnect from the Internet manually by clicking the **Disconnect** button in the Connected To window.

Specifies whether you want Internet Explorer to perform a security check of your password information before you dial.

Specifies whether you want to connect to the Internet through a proxy server on your local area network (LAN).

A proxy server acts as a security barrier between your internal network (intranet) and the Internet, keeping other people on the Internet from gaining access to confidential information on your internal network.

Click this to specify your proxy server settings.

Provides a space for you to type the address and port number of the proxy server you want to use to gain access to the Internet over HTTP, Secure, FTP, Gopher, and Socks protocols.

Use this option only if you are connecting to the Internet through a proxy server on your local area network (LAN). For more information, contact your network administrator.

Specifies whether you want to use the same proxy server to gain access to the Internet over all protocols.
If you use only one proxy server, make sure this check box is selected.


Provides a space for you to type the protocols that should not be used over your proxy server.


If you want to connect to a computer on your intranet, make sure you type its address in this box. For example, for a computer named Joe1, type that name into the box.

You can use wild cards to match domain and host names or addresses—for example, www.*.com; 128.*.240.*; *.mygroup.*; *x*, etc.

Specifies whether you do want to use the proxy server for all local (intranet) addresses.

Displays the page you are currently viewing as the start page, search page, or a page on the **Links** section of the toolbar.

The start page is the page you see each time you start Internet Explorer. You can return to the start page at any time by clicking the  button on the toolbar.

The search page is the page you see when you click the  button on the toolbar.

You can also specify that a hyperlink on the **Links** section of the toolbar points to one of your favorite Web pages.

Displays the name of the selected page.

Displays the Internet address for the page. You can change the address for a page by typing it in the box.

Sets the current page as the start page, search page, or page on the **Links** section of the toolbar.

Returns to your original setting for the default start page, search page, or page on the **Links** section of the toolbar.

Specifies the number of days that Internet Explorer should keep track of your viewed pages in the History list. Internet Explorer creates shortcuts to pages you view in this and previous sessions. If you are low on disk space, you might want to decrease this number.

Displays your History folder, which holds the shortcuts to the most recently viewed pages.

Empties the History folder. This folder stores shortcuts to the pages you viewed during this and previous sessions.

Specifies the Internet e-mail program you want to use with Internet Explorer.

Specifies the Internet newsreader program you want to use with Internet Explorer.

Click this to associate a program with a file type in order to open or run a file.

Specifies whether you want Internet Explorer to remain your default Internet browser, even if you install additional Web browsing software.

When this check box is selected, each time Internet Explorer starts it checks to make sure it is still registered as the default Internet browser. If another program is registered as the default browser, Internet Explorer asks whether you want to restore Internet Explorer as your default browser.

Click this to start Content Advisor. This feature is useful if you have children and want to control what kinds of material they can view on the Internet.

[Click this to modify the Content Advisor ratings for Internet sites.](#)

Click this to view the personal security certificates you have installed on this computer. These certificates are used only with client authentication servers that require personal certificates.

Click this to use security certificates sent from secure Web sites before you send information. Secure Web sites send Internet Explorer a certificate that provides certain information about security for that site. Certificates are issued to a particular organization for a specific period of time. Internet Explorer verifies the Internet address stored in the certificate and that the current date precedes the expiration date. If there is a problem, Internet Explorer can display a warning. Viewing information almost never presents a security risk, but sending information, such as your credit-card number, often does. Therefore, you might want to disable the warnings for viewing Web pages but retain them for sending information.

Click this to display the certificate publishers in Internet Explorer.

Specifies whether Internet Explorer should automatically download any active content to your computer. This content includes animations, multimedia files, and more.

Specifies whether Internet Explorer should automatically use items that show active content (for example, a vertical marquee or an animation).

Specifies whether Internet Explorer automatically runs ActiveX scripts from Web sites.

Specifies whether Internet Explorer automatically runs Java™ programs.

Click this to control how potential security problems (caused by active content on Web pages) will be dealt with.

Lists the security certificates installed on your computer.

[Click this to view detailed information about a security certificate.](#)

Click this to delete the selected certificate. You might want to do this if the security certificate is out of date or the Web site is no longer valid.

Specifies that you want Internet Explorer to accept and use a new secure certificate from the Web site you are currently viewing.

Specifies that you want Internet Explorer to accept, but not use, a new secure certificate from the Web site you are currently viewing.

Specifies that you do not want Internet Explorer to accept and use a new secure certificate from the Web site you are currently viewing.

Specifies that secured information is not saved to your hard disk. This is useful if you are using Internet Explorer from a shared server and you do not want other people to see your secure information.

Specifies that you want to send and receive secured information through SSL2 (Secured Sockets Layer Level 2), the standard protocol for secure transmissions. All secure Web sites support this protocol.

Specifies that you want to send and receive secured information through SSL3 (Secured Sockets Layer Level 3), a proprietary protocol that is intended to be more secure than SSL2. Note if you select this check box that some Web sites might not support this protocol.

Specifies that you want to send and receive secured information through PCT (Private Communications Technology), a proprietary protocol developed by Microsoft that is significantly more secure than SSL2. Note if you select this check box that some Web sites might not support this protocol.

Specifies that you want to be notified about any potential security problems from a Web site. Active content that might pose a security problem is not downloaded, and you are not able to view it.

Specifies that you want to be warned about any potential security problems from a Web site. You can then choose whether or not to download or view active content.

Specifies that you do not want to be warned about potential security problems from a Web site. All active content is automatically downloaded to your computer. This option is not recommended.

Specifies whether you want to be warned before sending data to an Internet site that is not secure.
When you select this check box, you can then specify when Internet Explorer should warn you.

Specifies that you want to be notified only when you are about to send more than one line of text to an Internet site that is not secure.

Typically, this level of security is sufficient for everyday use.

Specifies that you want to be notified every time you are about to send data to an Internet site that is not secure (even if you are sending only a small amount of data).

Typically, this level of security is necessary only if you are sending highly confidential information, such as a credit-card number.

Specifies whether Internet Explorer should warn you if you are switching between Internet sites that are and are not secure.

Specifies whether Internet Explorer should warn you if the uniform resource locator (URL) in a security certificate of an Internet site is not valid.

Specifies whether Internet Explorer should warn you if you are receiving a "cookie" from an Web site. For example, if you subscribe to an online magazine, the Internet site might download information to your computer so that you could be identified the next time you go to that site.

Click this to display the Temporary Internet Files folder on your hard disk, which stores pages and other files, such as graphics, as you view them.

Click this to define the amount of disk space you want to make available for your temporary Internet files, to move the location of the files, and to empty the folder containing the files.

Click this to define the cryptography protocols.

Specifies whether to show a thin border around the selected graphic or URL (uniform resource locator) on a page.

Specifies whether to show the full Internet address or URL (uniform resource locator) for a page on the status bar.

For example, the full address for the Microsoft home page on the World Wide Web is <http://www.microsoft.com/>.

Specifies whether Internet Explorer should create all Java™ programs automatically via its internal Java compiler. For example, when you are visiting a Web site that has Java programs, Internet Explorer automatically creates and runs them for you.

Specifies whether a special type of scrolling is used to display content at a predefined speed.

Specifies whether Internet Explorer can view HTML (Hypertext Markup Language) style on Web sites.

Specifies whether Internet Explorer should create a log of all Java™ program activity.

Specifies that when you return to a page you viewed previously, Internet Explorer should check to see whether it changed since you last viewed it. If the page has changed, Internet Explorer displays the new page and stores it in the Temporary Internet Files folder. Internet Explorer checks for changes once per session. Selecting this option can slow down browsing between viewed pages.

Specifies that when you return to a page you viewed previously, Internet Explorer should not check to see whether the page has changed since you last viewed it. Selecting this check box can speed up browsing between viewed pages.

If you want to view possible updates to a specific page when this check box is selected, click the **View** menu, and then click **Refresh**.

Specifies that when you return to a page you viewed previously, Internet Explorer should never check to see whether the page has changed since you last viewed it. Selecting this check box speeds up browsing between viewed pages.

Specifies the percentage of disk space to use for the Temporary Internet Files folder.

When you view a new page on the Web, Internet Explorer temporarily stores it (and some of its contents, such as graphics files) on your hard disk. This increases the speed at which previously viewed pages are displayed.

The more disk space you allot to the folder, the more pages Internet Explorer can store on your disk. If you are low on disk space, you might want to set this option to a lower percentage.

Click this to specify a different folder for storing your temporary Internet files.

Note The new location does not become active until after you restart your computer.

Click this to delete the contents of the Temporary Internet Files folder or folders.

This option is useful if disk space is low and you don't want to browse through the pages you viewed previously. The speed at which previously viewed pages are displayed will increase.

Provides a space for you to type the complete Internet address of the document or folder you want to open.

Click this to browse through folders to find the file you want.

Provides a space for you to type the text you want to search for on the current page. You can type a single word or a phrase.

Specifies whether to begin searching at the top of the current page for the text you typed in the **Find** box. When this check box is not selected, Internet Explorer begins searching from the current location on the page.

Specifies whether to find only those occurrences of text on the current page whose characters match the uppercase and lowercase characters you type in the **Find** box.

Finds the next occurrence of the text on the current page.

Sets the left margin of the page. The margin you set here is never printed on.

Sets the top margin of the page. The margin you set here is never printed on.

Sets the right margin of the page. The margin you set here is never printed on.

Sets the bottom margin of the page. The margin you set here is never printed on.

Provides a space for you to type header text that will appear left-aligned at the top of the page.

To print specific information as part of the header, include the following characters as part of the text.

<u>Type this</u>	<u>To print this</u>
&w	Window title
&u	Page address (URL)
&d	Date in short format (as specified by Regional Settings in Control Panel)
&D	Date in long format (as specified by Regional Settings in Control Panel)
&t	Time in the format specified by Regional Settings in Control Panel
&T	Time in 24-hour format
&p	Current page number
&P	Total number of pages
&&	A single ampersand (&)

Provides a space for you to type header text that will appear right-aligned at the top of the page.

To print specific information as part of the header, include the following characters in the text.

<u>Type this</u>	<u>To print this</u>
&w	Window title
&u	Page address (URL)
&d	Date in short format (as specified by Regional Settings in Control Panel)
&D	Date in long format (as specified by Regional Settings in Control Panel)
&t	Time in the format specified by Regional Settings in Control Panel
&T	Time in 24-hour format
&p	Current page number
&P	Total number of pages
&&	A single ampersand (&)

Provides a space for you to type footer text that will appear left-aligned at the bottom of the page.

To print specific information as part of the footer, include the following characters in the text.

<u>Type this</u>	<u>To print this</u>
&w	Window title
&u	Page address (URL)
&d	Date in short format (as specified by Regional Settings in Control Panel)
&D	Date in long format (as specified by Regional Settings

	in Control Panel)
&t	Time in the format specified by Regional Settings in Control Panel
&T	Time in 24-hour format
&p	Current page number
&P	Total number of pages
&&	A single ampersand (&)

Provides a space for you to type footer text that will appear right-aligned at the bottom of the page.

To print specific information as part of the footer, include the following characters in the text.

<u>Type this</u>	<u>To print this</u>
&w	Window title
&u	Page address (URL)
&d	Date in short format (as specified by Regional Settings in Control Panel)
&D	Date in long format (as specified by Regional Settings in Control Panel)
&t	Time in the format specified by Regional Settings in Control Panel
&T	Time in 24-hour format
&p	Current page number
&P	Total number of pages
&&	A single ampersand (&)

Displays the name of the current page you are viewing. You can change the name. Internet Explorer creates a shortcut to this page in your Favorites folder.

To add the shortcut to another folder or a new folder, click **Create In**.

Click this to save the current page in another or new folder.

Click this to display the **Create New Folder** dialog box where you can specify the name of a new folder for favorite items.

Displays a list of folders inside your Favorites folder.

Click this to move the selected item(s) to a new location.

Click this to rename the selected item. Then type the new name.

Deletes the selected item(s).

Opens the selected item.

Closes the dialog box.

Click this to set up Internet Explorer using configuration information contained in a file.

Provides a space for you to type an URL or file that will be used to configure Internet Explorer. This file is created by your system administrator to run Internet Explorer on your corporate system. The file might include settings for Internet Explorer options, such as which start page to use, or configuration settings for the proxy server. Each time you start Internet Explorer, it will use those settings. The URL or location of this file is provided to you by your system administrator.

Specifies that the web page will be printed exactly as it appears on your screen.

Specifies that only the selected frame will be printed. To select a frame, click anywhere inside of it.

Specifies that every frame will be printed as a separate document.

Specifies whether documents with links that are found in your print selection will also be printed.

Opens the Printers folder for your active printer. The Printers folder lists current print jobs and their status so that you can see how many linked documents are being printed.

Specifies whether you want to subscribe to this site. If you subscribe, Internet Explorer will automatically notify you of changes to the site, and can automatically download web pages from the site according to a schedule that you define.

Specifies whether Internet Explorer searches for whole word occurrences of the text typed in the Find What box, or occurrences that may also be part of a larger word.

For example, if you want to find the word “this” and specify whole word matches only, then Internet Explorer would ignore larger words such as “thistle” while searching.

Specifies whether Internet Explorer distinguishes between uppercase and lowercase characters when searching for occurrences of the text typed in the Find What box.

Specifies that Internet Explorer searches toward the end of the document for occurrences of the text typed in the Find What box.

Specifies that Internet Explorer searches toward the beginning of the document for occurrences of the text typed in the Find What box.

Finds and selects the next occurrence of the text typed in the Find What box.

Provides a space for you to type the text you want to search for.

Click this to specify which language(s) to use for displaying web pages.

Displays the languages Internet Explorer will use to display the content in web pages.

Moves the selected language up one in the **Language** list. The language at the top of the list will be used first, and the language at the bottom of the list will be used last.

Moves the selected language down one in the **Language** list. The language at the top of the list will be used first, and the language at the bottom of the list will be used last.

Removes the selected language from the **Language** list, so Internet Explorer will not use it to display content. You can add a language to the list by clicking **Add**.

Click this to add languages to the **Language** list.

Click this to immediately use the configuration settings specified at the URL.

Click this to specify address information to be used in Microsoft Wallet transactions.

Click this to specify payment methods and information to be used in Microsoft Wallet transactions.

Lists advanced Internet Explorer options, including searching, browsing, print settings, cryptography, Java VM, Warnings, and Imaging.

