



## **How to guide**

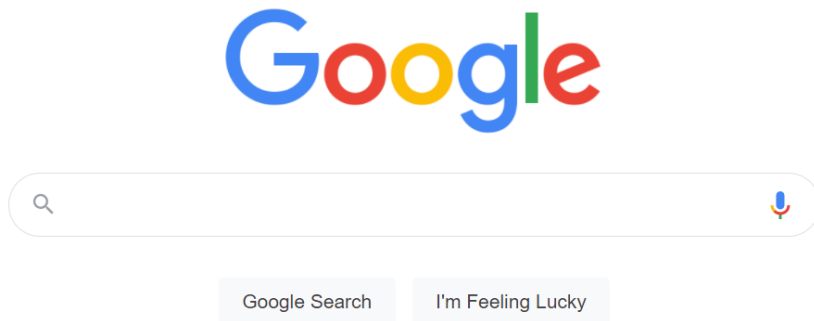
### **Searching correctly and safely on an internet browser**

**Find a search engine you want to use.**

**You can do this by looking at the home screen on your laptop or phone.**

**e.g. Chrome, google and safari.**

**An important way to surf the internet efficiently and correctly is by using key words of results you want to find. When a browser is opened click into the search bar and once you have written what you are searching for press the enter button or click on search.**



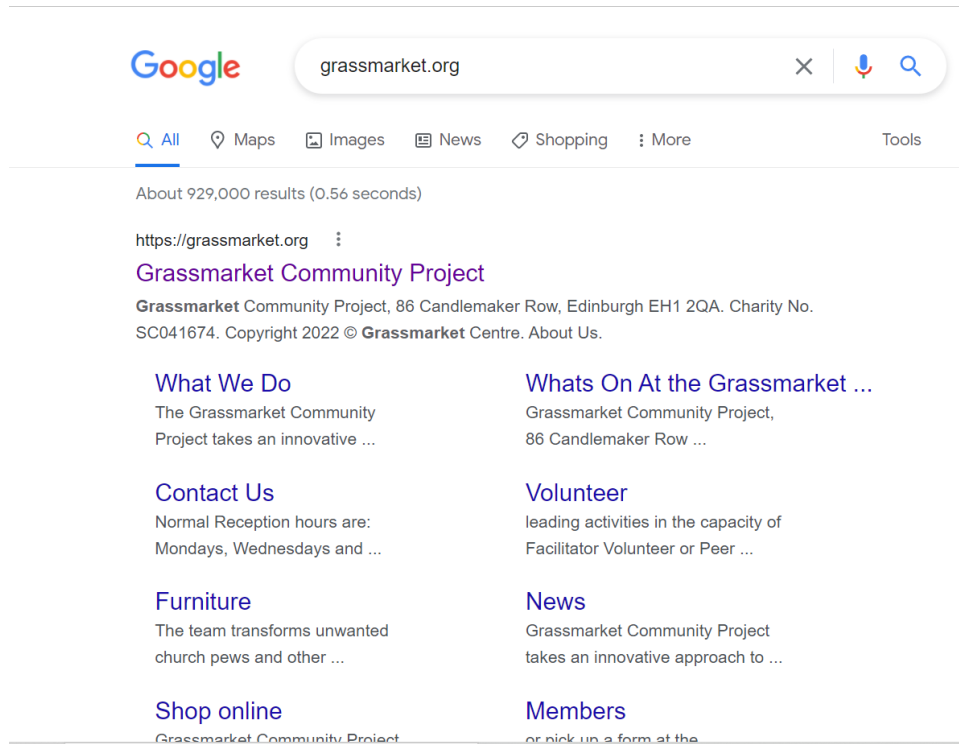
**When searching simplify words and sentences so that you will find the results you are looking for a lot faster.**

**Avoid clicking any links that you are not familiar with.**

**These could likely lead to online scams.**

**Once you have searched for your results you should see this page where you can access websites and advance from here.**

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The screenshot shows a Google search interface. The search bar contains 'grassmarket.org'. Below the search bar, there are navigation links for 'All', 'Maps', 'Images', 'News', 'Shopping', and 'More', along with a 'Tools' link. The search results show 'About 929,000 results (0.56 seconds)'. The first result is for 'https://grassmarket.org', with a title 'Grassmarket Community Project'. Below the title, there is a brief description: 'Grassmarket Community Project, 86 Candlemaker Row, Edinburgh EH1 2QA. Charity No. SC041674. Copyright 2022 © Grassmarket Centre. About Us.' There are several sub-links listed in a grid: 'What We Do', 'Whats On At the Grassmarket ...', 'Contact Us', 'Volunteer', 'Furniture', 'News', 'Shop online', and 'Members'. Each sub-link has a short description below it.

Google

grassmarket.org

All Maps Images News Shopping More Tools

About 929,000 results (0.56 seconds)

https://grassmarket.org

**Grassmarket Community Project**

Grassmarket Community Project, 86 Candlemaker Row, Edinburgh EH1 2QA. Charity No. SC041674. Copyright 2022 © Grassmarket Centre. About Us.

**What We Do**  
The Grassmarket Community Project takes an innovative ...

**Whats On At the Grassmarket ...**  
Grassmarket Community Project, 86 Candlemaker Row ...

**Contact Us**  
Normal Reception hours are: Mondays, Wednesdays and ...

**Volunteer**  
leading activities in the capacity of Facilitator Volunteer or Peer ...

**Furniture**  
The team transforms unwanted church pews and other ...

**News**  
Grassmarket Community Project takes an innovative approach to ...

**Shop online**  
Grassmarket Community Project

**Members**  
or pick up a form at the

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**Struggling with IT or Computer skills? Contact Mike on 0131 225 3626 or 07545 527 541 and book on to our twice weekly Computer skills classes. They're free and take you from very basic to advanced. [www.grassmarket.org](http://www.grassmarket.org)**