

IE9

INTERNET EXPLORE 9 USER GUIDE





TABLE OF CONTENTS

1	INTRODUCTION	1
2	BROWSING FUNDAMENTALS	1
2.1	BROWSER CONTROLS.....	1
3	FEATURES	3
3.1	ONE BOX	3
3.1.1	Combined Search and Address Bar	3
3.1.2	Privacy Controls	5
3.2	HIDDEN TOOLBARS.....	6
3.2.1	Enable Hidden Toolbars	6
3.3	NOTIFICATION BAR	7
3.4	DOWNLOAD MANAGER.....	7
3.5	HANG RECOVERY	7
3.6	PINNED SITES.....	7
3.7	WINDOWS 7 INTEGRATED FEATURES	8
3.7.1	Jump Lists	8
3.7.2	Aero Snap	8
3.7.3	Thumbnail Preview Controls.....	9



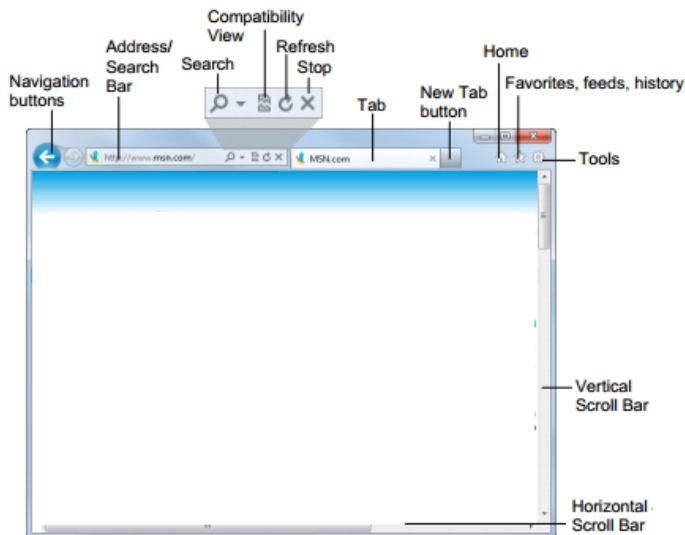
1 INTRODUCTION

Microsoft Internet Explorer (IE) is the default browser for all ACES Windows computers. Compared to its predecessor (IE8), IE9 has an advanced look with many new features that speed up the web browsing experience. To get started, double-click the IE icon .

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2 BROWSING FUNDAMENTALS

The interface for IE9 provides a more simplified design than earlier versions. The image below shows basic browsing functions.



2.1 BROWSER CONTROLS

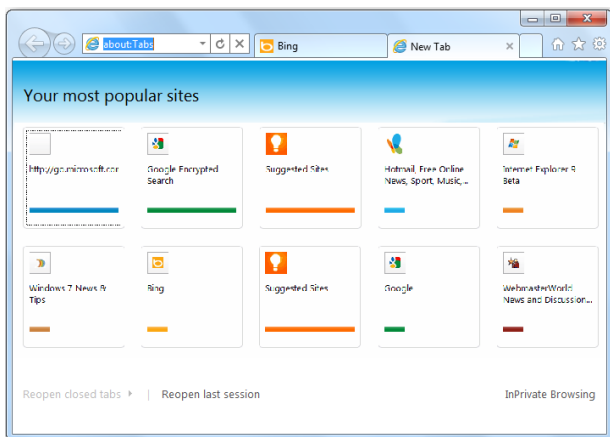
- **Navigation Button Back:** Navigate to the last page viewed. This button is grayed out if only one page has been loaded. Press the button repeatedly to see pages viewed since the browser was opened, or you can right-click on the Back button to view a "history list."
- **Navigation Button Forward:** Navigate to the next page. This button is grayed out until previously viewed pages are visited.
- **Address/Search Bar:** IE9 has a combined search and address bar for easy surfing or searching. Use this bar to either search for keywords, or to type URL addresses.
- **Compatibility View:** If a page has compatibility issues, the Compatibility View button should resolve the issue and also save the compatibility setting for future visits.
- **Reload/Refresh:** Use this button if there are loading problems, or to see updates on an idle page.
- **Stop:** Terminate a connection if a site is taking too long to load. Pages that are no longer loading will turn the stop sign  gray.

Internet Explorer 9 User Guide

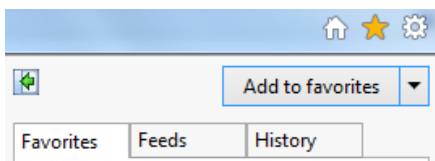
IE9



- **Tabs:** The Tab bar is useful for viewing multiple web pages on one window. IE9 includes Enhanced Tabs, which provide the following benefits:
 - View tabbed windows side-by-side with the IE9 [Aero Snap](#) feature.
 - **IMPORTANT:** Feature available only for Windows 7.
 - Drag tabs in and out of the browser (tear-off tabs) to create new windows.
 - Continue browsing on unaffected tabs when other tabs are unresponsive ([Hang Recovery](#)).
 - Close individual tabs by clicking the “x” next to the specified tab.
- **New Tab Button:** IE9 includes a New Tab Page. This page provides one-click access to common tasks and favorite sites. From the new tab page, you can also reopen closed tabs, reopen your last browsing session and start an InPrivate Browsing session.



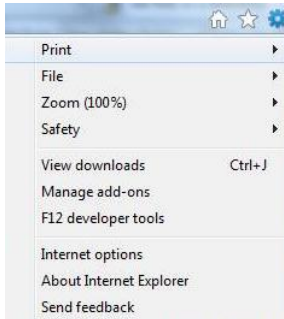
- **Home:** Return to the designated home page.
- **Favorites:** This feature is accessed by clicking the Star icon in the upper-right corner. It includes Favorites, Feeds and History.



- **To add favorites:** Click the Star icon, and then click the **Add to favorites** dropdown arrow (top right) for additional options. Alternatively, simply right-click on the desired page and choose **Add to favorites...**
- **To organize favorites:** Click the Star icon, click the **Add to Favorites** dropdown arrow (top right), and then click **Organize Favorites...**



- **Tools:** This feature is accessed by clicking the Gear icon in the upper-right corner. It maintains certain Menu and Command Bar functions like Print, File, Internet options, etc.



IMPORTANT: To access all Tools from the Menu Bar, press **Alt** while in IE9 to access it, and then click **Tools**. To access all information available in the Menu and Command Bars, [enable hidden toolbars](#).

3 FEATURES

3.1 ONE BOX

This IE9 feature enhances user experience by providing:

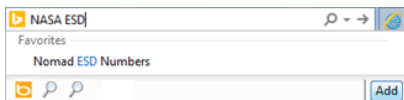
- Recommended sites with visual suggestions (New Tab Page)
- Combined search and address bar for easy surfing or searching
- Privacy controls for what information gets sent to search providers

3.1.1 Combined Search and Address Bar

IE9 has a unified search and address bar with Bing as the default search engine. To add or manage search providers, follow these steps:

3.1.1.1 Add Search Providers

1. Open IE9 and type a search term in the address bar. Click **Add**.



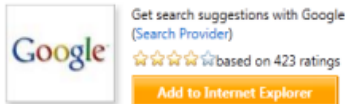
Internet Explorer 9 User Guide

IE9

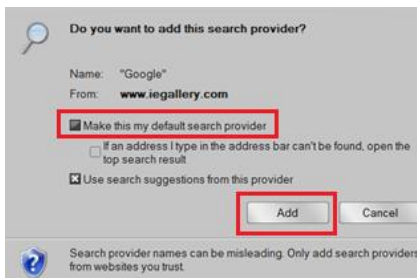


2. Once redirected to the Add-on's gallery page, click **Add to Internet Explorer** next to the provider of choice.

Google Search Suggestions

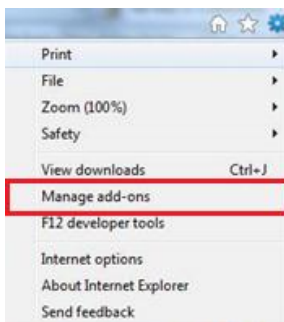


3. When the Add Search Provider window appears, click **Add**.
Optional: Choose **Make this my default search provider**.



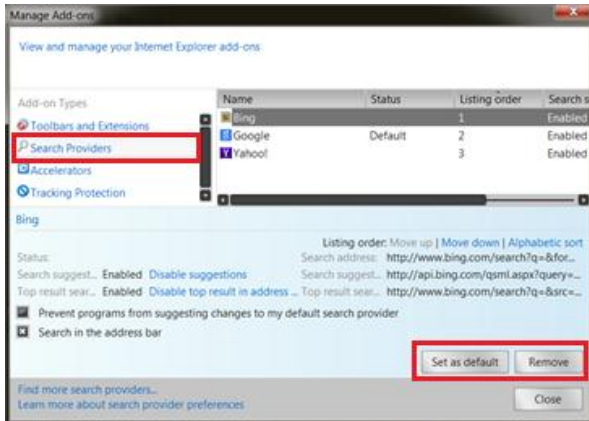
3.1.1.2 Manage Search Providers

1. Click the Gear icon and choose **Manage add-ons**.





2. In the Manage Add-ons window, click **Search Providers** under Add-on Types. Choose a search provider on the right side and choose **Set as default** or **Remove**.



3. Click **Close**.

3.1.2 Privacy Controls

3.1.2.1 Tracking Protection

Tracking Protection can block out parts of a webpage that are designed to track web activity and visited sites. This is achieved by adding Tracking Protection Lists (TPLs). Websites visited often contain content from third parties. In order to load this content, certain information about your computer, including your IP address and the address of the webpage you're viewing, is sent to each of the third parties. If a site is listed as a "do not call" site on a TPL, IE9 will block third-party content from that site, unless the site is visited directly. By limiting "calls" to third-party websites, IE9 limits the information these third-party sites can collect about you.

To manage Tracking Protection Lists:

1. Click **Tools** , point to **Safety** and then click **Tracking protection**.
2. In the **Manage Add-on** dialog box, click on Tracking Protection list.
3. Click on **Your Personalized List**, and then click **Enable** to create your own TPL.
- 2-4. Click **Get a Tracking Protection List online** to use built TPLs.

3.1.2.2 ActiveX Controls

ActiveX controls and web browser add-ons are small programs that allow websites to provide content such as videos. They can also be used to collect information from computers, damage information on computers, install software on computers without consent or allow others to



control another's computer remotely. ActiveX Filtering prevents websites from installing and using these programs.

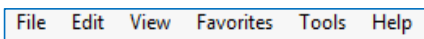
To turn on ActiveX Filtering:

1. Click **Tools** , point to **Safety**, and then click **ActiveX Filtering**.

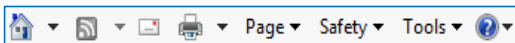
3.2 HIDDEN TOOLBARS

By default, certain toolbars that were visible in previous versions of IE are hidden in IE9. This change allows for more browsing space. Hidden toolbars include the following:

- **Menu Bar:** Commands include File, Edit, View, Favorites, Tools and Help.



- **Command Bar:** A simplified version of the Menu Bar that includes commonly used options: Home, RSS Feed, Read mail, Print, Page, Safety, Tools and Help.



- **Favorites Bar:** Contains Favorites, Feeds and History.

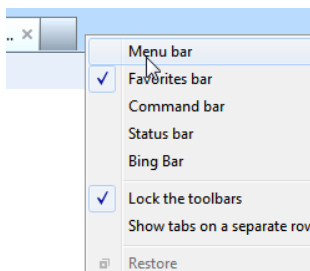


- **Status Bar:** The last line on the window that notes loading and error messages.



3.2.1 Enable Hidden Toolbars

To enable the Menu, Favorites, Command and Status Bars, as well as other hidden toolbars, right-click in the open area above the top bar. Select each toolbar to enable.



Internet Explorer 9 User Guide

IE9



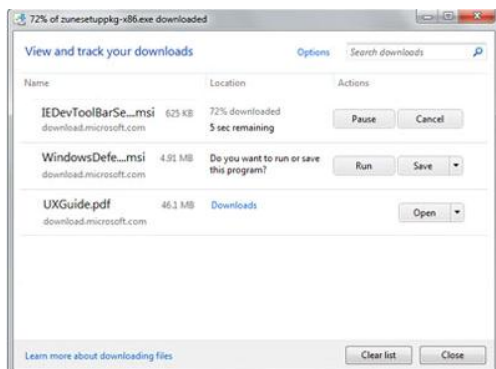
3.3 NOTIFICATION BAR

All notifications now appear in the Notification Bar at the bottom of the browser, instead of in a pop-up box. Benefits include:

- Informative messages that don't interrupt browsing
- Notification when add-ons slow browser performance
- Prompting of tab [Hang Recovery](#)

3.4 DOWNLOAD MANAGER

View download progress, open content that has downloaded or cancel a download that is in progress with the Download Manager. Download Manager opens automatically when you begin downloading with IE9. You can access Download Manager anytime by clicking **Tools**  and selecting **View downloads**.



3.5 HANG RECOVERY

This feature isolates unresponsive tabs so that other tabs, and the overall browser, continue to operate. This feature compliments tab isolation and automatic crash recovery, which allows continual browsing and prevents information loss.

3.6 PINNED SITES

This feature allows favorite websites to be accessed directly from the Windows taskbar.

To pin a site to the taskbar:

1. Drag the tab from the browser to the taskbar.
- OR-
2. Drag the website's icon from the address bar or New Tab Page to the taskbar.



3.7 WINDOWS 7 INTEGRATED FEATURES

IE9 features that are integrated with Windows 7 navigation include Jump Lists, Aero Snap and Thumbnail Preview Controls.

IMPORTANT: Features in this section are only available for Windows 7.

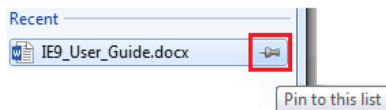
3.7.1 Jump Lists

Jump Lists are lists of recently opened items, such as files, folders or websites. These items are organized by program. Jump Lists are accessible from the Start menu and taskbar.

1. To access the Jump List for a program on the Start menu:
 - Click **Start**, point to a pinned program or to a recently used program on the Start menu.
 - Click the arrow next to the program.
2. To access the Jump List for a program on the taskbar:
 - Right-click the program on the taskbar.

To open an item on the Jump List, access the Jump List and select the chosen item.

To **Pin to this list**, click the gray pushpin icon.



To **Unpin from this list**, click the blue pushpin icon.



3.7.2 Aero Snap

Use Aero Snap to instantly compare windows side-by-side. To arrange windows:

1. Drag the title bar of a window to the left or right side of the screen until an outline of the expanded window appears.
2. Release the mouse to expand the window.
3. Repeat steps 1 and 2 with another window to arrange the windows side-by-side.

To return the window to its original size, drag the title bar away from the top of the desktop and then release.



TIP: To snap an active window to the side of the desktop using the keyboard, press either Windows logo key +left arrow or Windows logo key +right arrow.

3.7.3 Thumbnail Preview Controls

Some websites that are pinned to the taskbar have controls that can be accessed from the taskbar. These controls appear underneath the thumbnail preview and allow simple actions to be performed without returning to the full application window.

