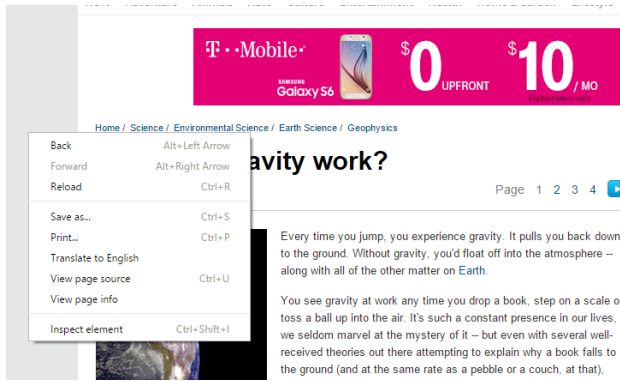


At-A-Glance

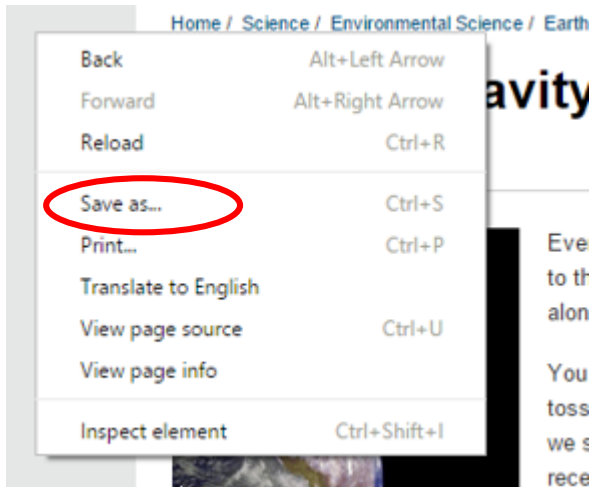
Google Chrome Offline

Webpage, MP-3, Photo – downloads for offline use.

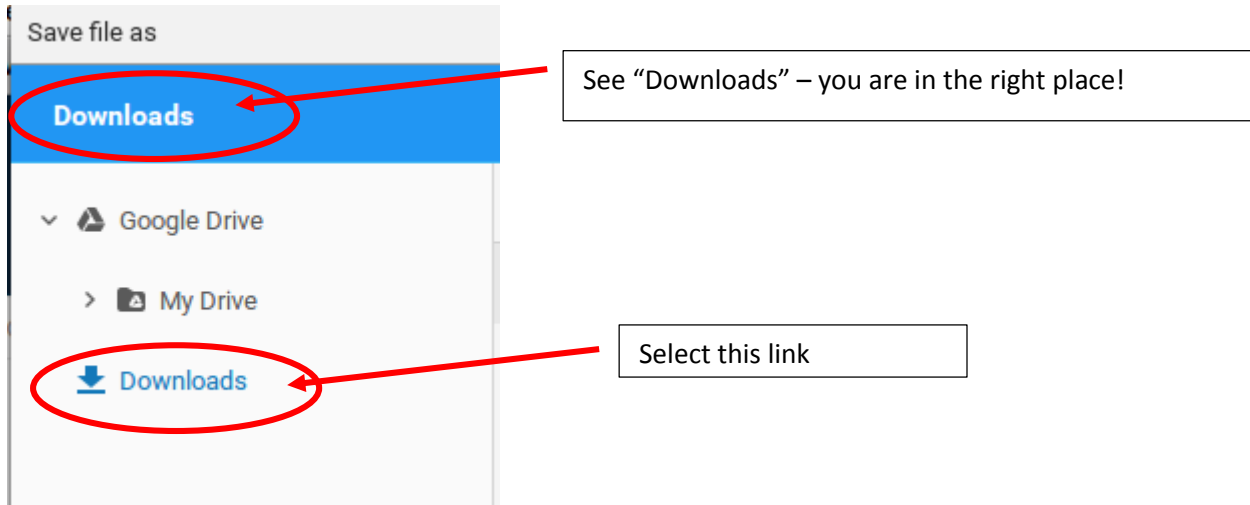
1. Any item that you download with active links – note the links will not work offline. If you download a web page that has links to other web pages, these links will not function offline. You need to be sure that you download each webpage you want to view.
2. Webpage – go to the web page you want to access offline. Once on the web page right click. (You can right click by either pressing two fingers on the mouse pad or holding the “ALT” key down and pressing once on the mouse pad. You will get the following pop up menu.



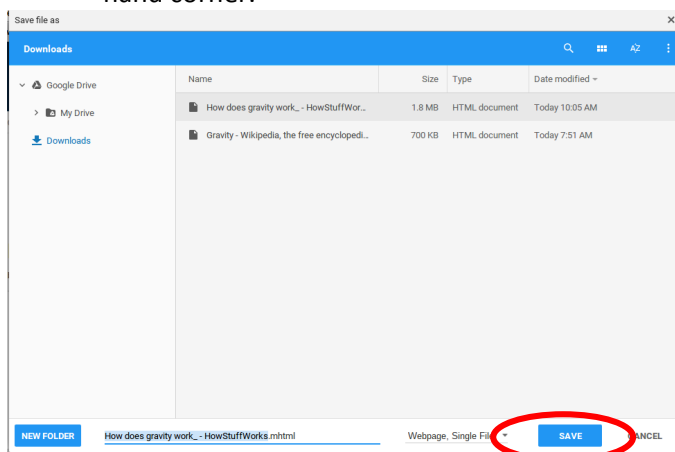
3. Select “Save as....” From the menu.



4. You will then be taken to a window that asks you where you want to save the item. Always select download. You will see “Downloads” in the blue band to indicate that you are in the right place.

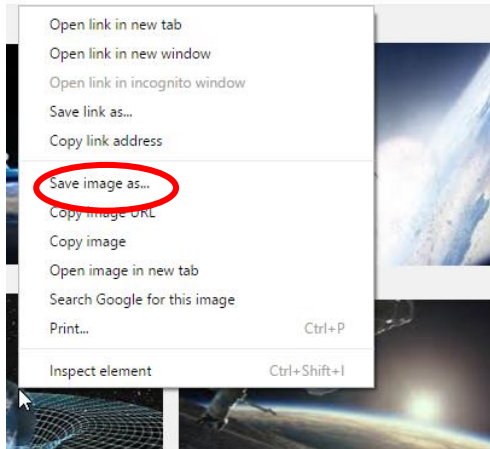


5. You are now ready to save the webpage for offline use. Hit the “save” button in the lower right hand corner.



6. The web page is now saved for offline use.

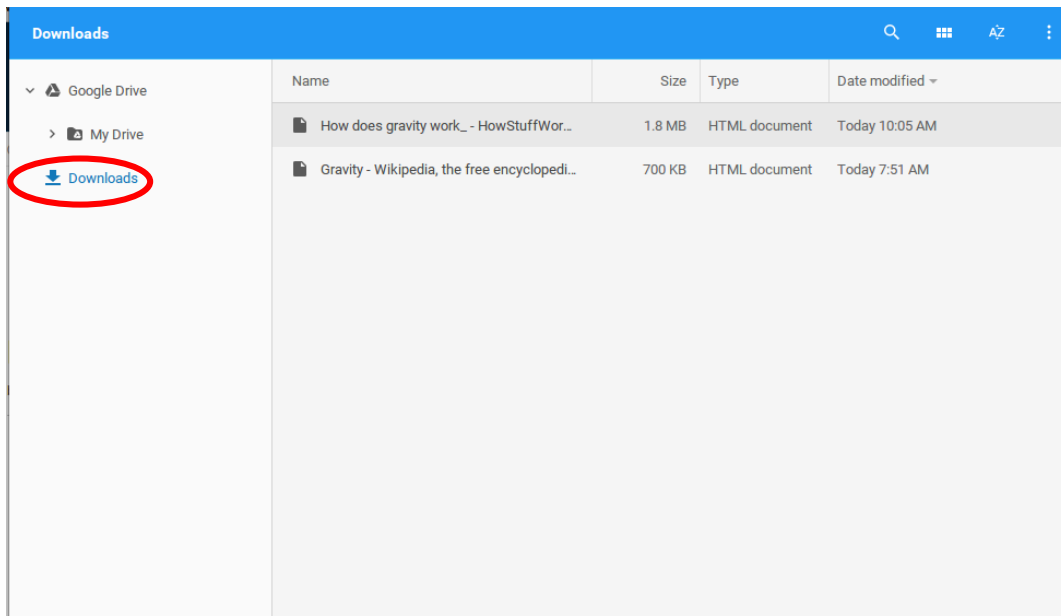
7. How to save a picture. Follow the same steps. Find a photo and right click on it. Select “Save image as....”



8. How to save an MP3. MP3's don't all have a uniform way to save. In most instances you will find a “download” button on the page. Select download and tell it where to store the download, in the same folder as the others.

ACCESSING YOUR DOWNLOADS OFF LINE

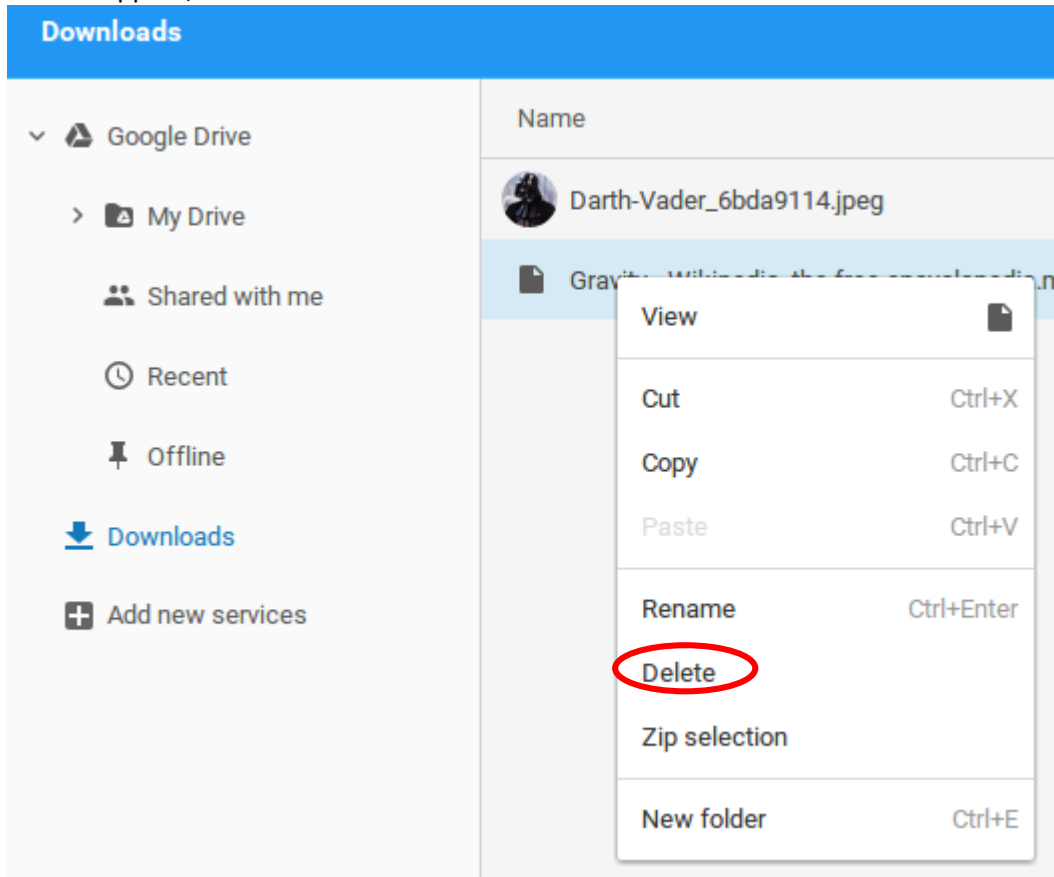
9. Go to the magnifying glass at the bottom of your page. Open” FILES” and select downloads. All of the items you downloaded will now be available to you.



Deleting Downloads when you are done with them.

Downloads take up space on your hard drive. In order to free up space delete items you no longer need.

- A. Open your download folder, right click on the item you want to delete. A pop up window will appear, select delete.



HOT SPOTS: (To get online)

Bow High School, Dunbarton Elementary School, Dunbarton Public Library, Baker Free Public Library.