

BEGINNERS GUIDE TO GETTING ONLINE

works
for us

Part of Citizens Advice Milton Keynes




What you need:

1. Device - Smartphone, laptop, tablet or desktop computer
2. Internet connection - WiFi (Home broadband or public networks) or Mobile Data (3G, 4G, 5G)
3. Web browser - This lets you view websites (more on this below).

How to connect

1. Turn on your device
2. Go to **Settings > Wi-Fi (or Mobile Data)**.
3. Select your network and enter a password if needed.
4. Once connected, open a web browser to start browsing.

Popular web browsers

-  Google Chrome: Fast, widely used and easy to use. Great for beginners.
-  Microsoft Edge: Built into Windows computers. Modern and user friendly.
-  Safari: Comes with Apple devices like iPhones, iPads and Macs. Simple and smooth.

To open a browser, click it's icon on your desktop, home screen or app list. Then, type a website like (www.bbc.com) into the search bar and press Enter.

How to stay safe online

The internet is a powerful tool, but it's important to stay safe while using it.

1. Use strong passwords

- Make them long and hard to guess
- Use a mix of letters, numbers and symbols
- Avoid using your name, birthday, or "123456".

2. Keep software updated

- Regularly update your browser, device and antivirus software.
- Update fix bugs and improve security

3. Be cautious with emails

- Don't click on links or download attachments from unknown senders.
- Watch out for bad spelling or unusual email addresses.

4. Protect your personal information

- Don't share passwords or personal details on public websites or social media.
- Only trust personal info on secure websites. Look for the padlock icon in the address bar.

5. Don't trust everything online

- Not every website is reliable.
- Stick to trusted sources like the BBC, NHS or government websites.

6. Use cloud services carefully

- Be mindful of what you store online (e.g. Google Drive or iCloud)
- Always log out when using shared computers.

7. Talk about safety (for families)

- Parents should stay involved in what children are accessing online.
- Use parental controls if needed to block unsuitable content.