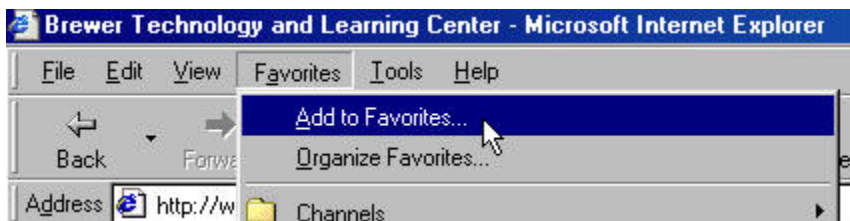


Managing Students with Computers

Saving Web Pages with Internet Explorer

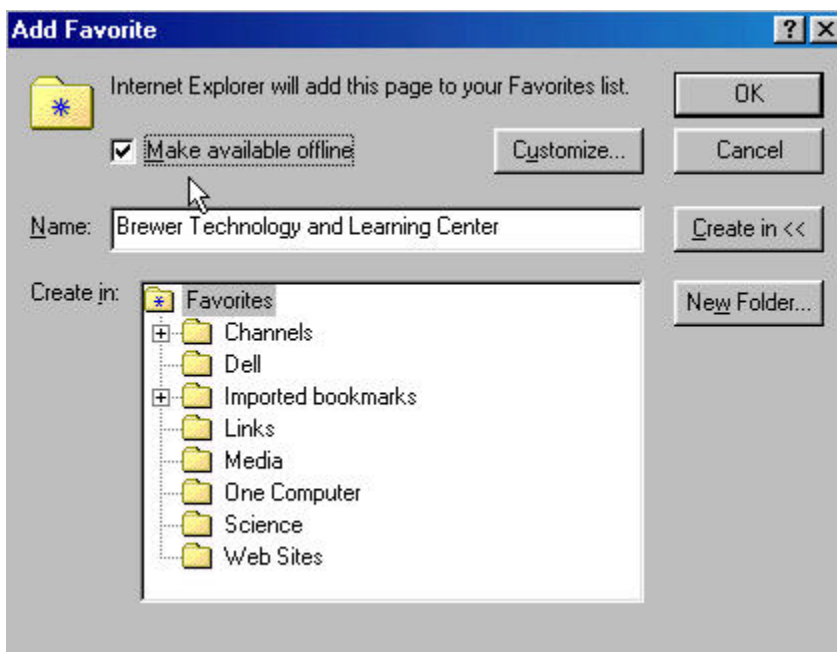
It is easy to save Web pages to your hard drive. The following step-by-step instructions for PC and Macintosh will guide you through the process of saving Web pages with Internet Explorer.

1. Launch Internet Explorer 5.0 or higher.
2. Navigate to the Web page you wish to save.
3. Select "Favorites" in the top navigation bar and click "Add to Favorites."

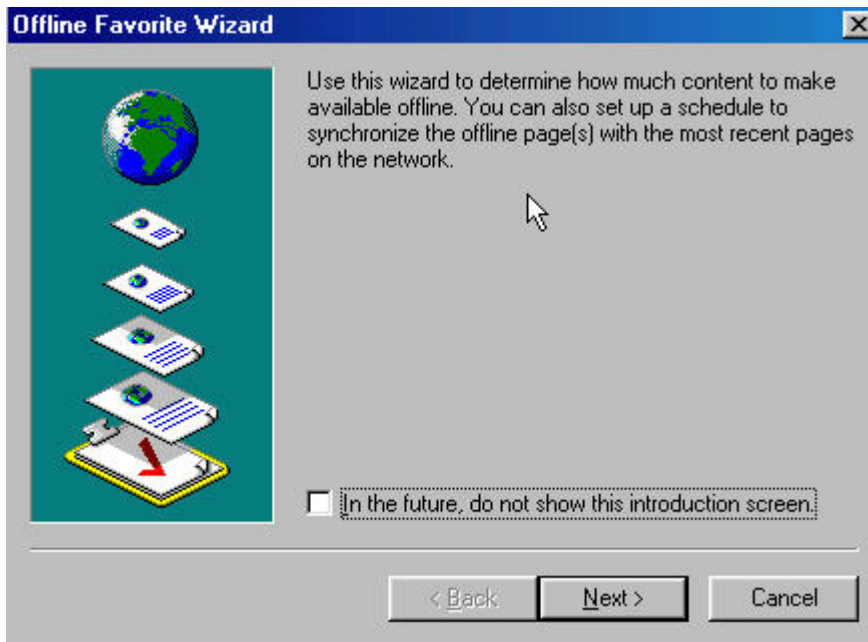


The name of the Web site you wish to save will appear in the "Name" box. Internet Explorer automatically selects your Favorites folder as the location for saving Web pages. You can select the **Create in <<** button to choose another location, but leaving it in your Favorites folder is probably the best option -- you will always know where you have saved your Web pages.

4. Select the **Make available offline** checkbox and click the **Customize** button.



5. The Offline Favorite Wizard dialogue box will open. Click **Next**.

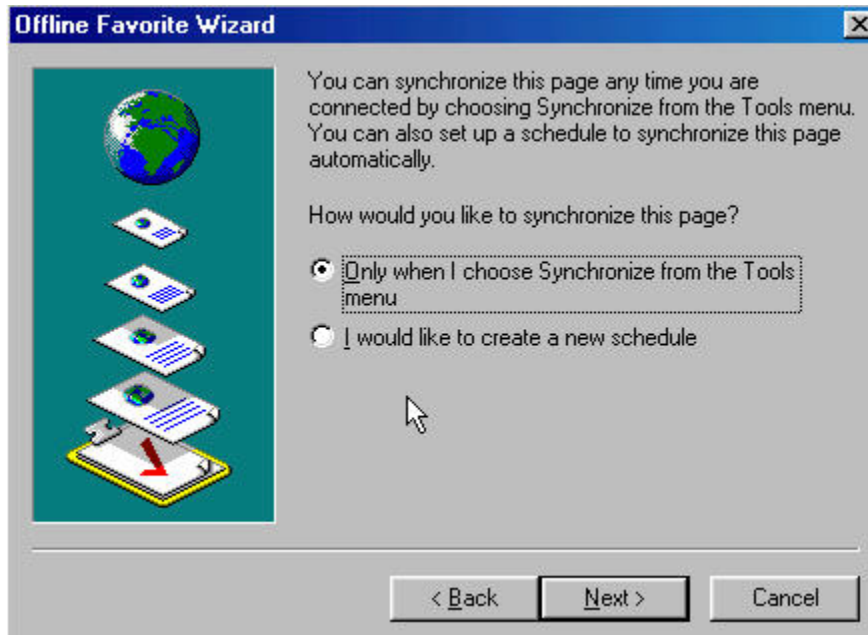


6. You will see the name and address of the site you are saving. The Wizard will ask you how many links (pages) deep you wish to capture. The maximum is 3.



Click **Next** when you have made your choices.

7. You now have the opportunity to “Refresh” or synchronize your captured pages each time you go online.



Select the **Only when I want to** option and click **Next**.

8. The Wizard will ask whether the site you are trying to capture requires a password. Select **No** if the site you are saving does not require a password.

If it does, select **Yes** and enter your password and user name. **Please note: most sites requiring a password will not allow you to save them. You will receive a message from Internet Explorer telling you that the site cannot be saved.**



Click the **Finish** button and your site will be captured in your Favorites folder (or the folder you have selected).