




HOW TO GOOGLE



A Basic Guide

- 1** Type in some **simple search terms** using the **important keywords** 
- 2** If the initial results aren't what you want, **alter the search terms** and get more **specific** 
- 3** Use your results as **clues** to alter your search (e.g. you might see synonyms that would work or get ideas from the “People Also Ask” section) 
- 4** Use **quotation marks** if you want your keywords in an exact order (e.g. “raining cats and dogs”)
- 5** **Remember:**
 - Just use your best guess with **spelling**
 - Don't worry about **punctuation**
 - **Everyone's results may be different**, even if they use the same search terms (depending on your browsing history and location etc.) 