

Using search engines

Session Overview: This session will introduce learners to search engines. As well as learning from the Be Connected: Using the search engines course, learners will have the opportunity to search for information themselves in two practical activities. Throughout the session, make sure that you're on hand to help if learners get stuck, as this could be their first time using a search engine.

Learning Objectives: Demonstrate the ability to find information using a search engine, learn about different images and files and how to download them, and how to search for information on a website.

Activities: There are 2 downloadable resources for this session on the Be Connected website. Download the PDF **Using search engines practise activity**. Print enough copies for each learner in the session. Separate the questions (page 1) and the answers (page 2). Download the PDF **Using search engines extra practise**. Print enough copies of for each learner in the session. They may not reach this activity but could take it home for extra practise.

Timing: This session should run for 90 minutes, however this is approximate. You can also introduce breaks for learners at any point.



| | Timing | Activity | Assessment |
|-----------------------|-----------|---|--|
| Beginning the session | 5 minutes | Discuss Learning Objectives Ask learners: <i>What do you do now if you need to find something out?</i> <i>Have you ever used a search engine before?</i> | Be mindful of those in the group who said that they haven't used a search engine before. They may need extra one-to-one support during this part of the session. |

| | Timing | Activity | Assessment |
|---|------------|---|--|
| Core course material | 35 minutes | Help learners get to the Be Connected website, and ask them to start the topic: Be Connected: Using search engines | Walk around to monitor learner progress. Allow learners to progress through the course at their own pace. |
| Using a computer practise activity | 20 minutes | Changing settings Give each learner a copy of Using a Computer Practise Activity . | If learners struggle with the practise activity, suggest that they revisit the Be Connected course, or offer some one-to-one support. |
| Using search engines: practise activity 1 | 20 minutes | <p>Search Quiz Hand out copies of the question page of the search quiz. Once learners have completed the questions, go through the answers in one of two ways depending on your preference:</p> <p>After 20 minutes, hand out answer sheets to each learner. Go through the answers as a group, discussing any wrong or different answers.*</p> <p>Some of the answers from this quiz are subjective (eg. largest lake question) - explain to learners that Google can help you find answers, but doesn't tell you the answer.</p> | <p>This activity works well in pairs, especially where learners are less confident. Walk around and monitor progress. Give learners a 5 minute reminder to help them keep track of the time.</p> <p>If learners don't finish the Search Quiz, and have access to their own devices at home, they may want to take this sheet home to practise in their own time. Check if anyone wants to do this before going through the answers with the group.</p> |

| | Timing | Activity | Assessment |
|--|------------|---|---|
| Using search engines: Practise activity 2 (Extra Practise) | N/A* | This activity encourage learners to search the internet more freely. *This extra activity can be used for learners who are quicker / more confident. | This activity also might be one which learners would prefer to complete in a pair. |
| Session review | 10 minutes | Once the learners have finished the activity, ask them: <ul style="list-style-type: none"> • What did they find easy and what did they find hard? • Check some of the answers from the quiz. • Where did they send Fiona on holiday? (If they completed extra practise activity) | This is a chance for learners to reflect upon what they've learnt, but also to demonstrate their skills to you. |

