

Search for Information on the Internet

Scan the QR code below
to learn more about Explore
Information Online competency:



Content

Introduction	2
Cyber Security Tips	3
Understanding Common Search Engines	4
Navigating Common Steps to Use Search Engines	7
Step-by-step Guide to use Google Search (including Google Maps)	12



Introduction

The Digital Skills for Life (DSL) guide is a collection of booklets that is designed to help you learn essential digital skills for daily living. It offers step-by-step instructions and quick tips that empowers you to navigate the digital landscape confidently and safely.

It is designed for anyone who wants to pick up essential digital skills for daily living.

The DSL skills are grouped into 5 competency areas as shown in the diagram.

Learning Outcomes:

This guidebook focuses on the 'Explore Information Online' competency, where you will learn:

- The common search engines, their icons and identify them using their logos.
- The common features (UI) and common steps (UX) to search for information online (including location search).
- Useful cybersecurity tips to stay safe online.

To help you acquire the learning outcomes, this guidebook uses different search engine platforms as examples to demonstrate the common steps to search for information on the internet.

DSL



The guidebook is based on common software icons and mobile device settings. Please note that certain features may differ across different mobile devices and models.

Cyber Security Tips

To stay safe while searching for information on the Internet, please keep to the following:



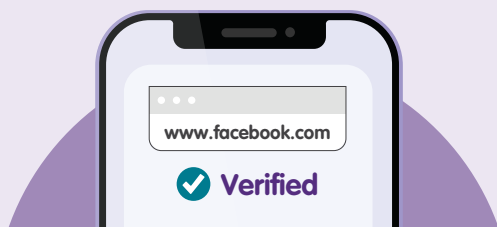
Log out from public Wi-Fi connection or accounts after use.



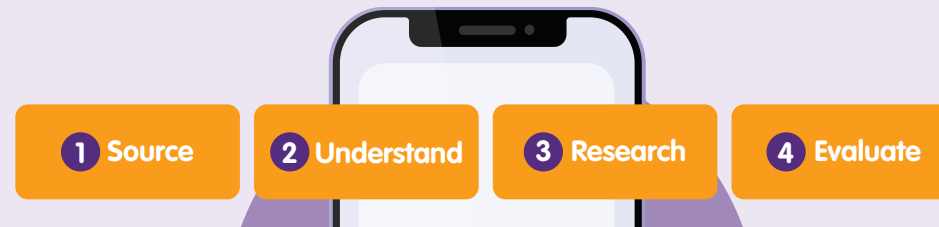
Clear browser's cache and Internet history after each session.



Look out for “**gov.sg**” link to recognise legitimate websites belonging to the government agencies.



Be aware of fake website that uses URL like the actual ones and look out for spelling, grammar and punctuation mistakes.



Apply National Library Board's S.U.R.E steps to verify dubious information.

Understanding Common Search Engines

About Search Engine

Page 5

The Common Features found across
Different Search Engines

Page 6

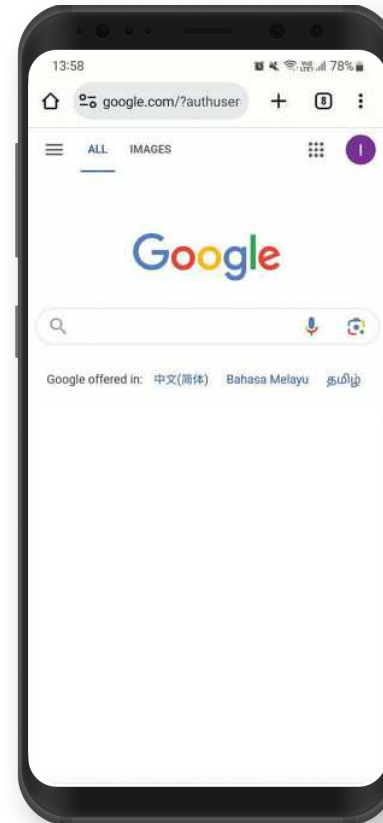
About Search Engine

You can access search engines through a web browser or app such as Google Chrome, Safari, to find relevant, helpful information using keywords, voice and image. The search engine will present the most helpful information in response to your query.

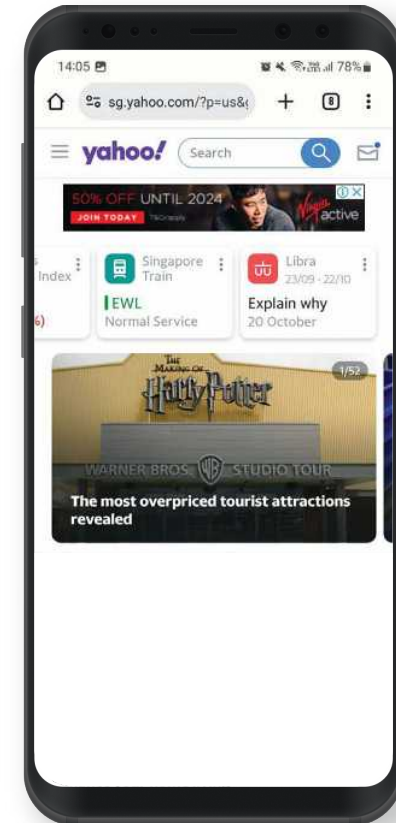
Pre-requisites to learning the app

Learner must:

- Have a mobile device (either iOS or Android) connected to either cellular network or Wi-Fi with a working camera.
- Know how to install an app on the mobile device.



Google Search



Yahoo Search

Common Features Across Different Search Engines

Google Search

Yahoo Search



Search Bar to enter keyword(s), phrase, questions or URL (website address).



Microphone to search using voice.

Navigating Common Steps to Use Search Engines

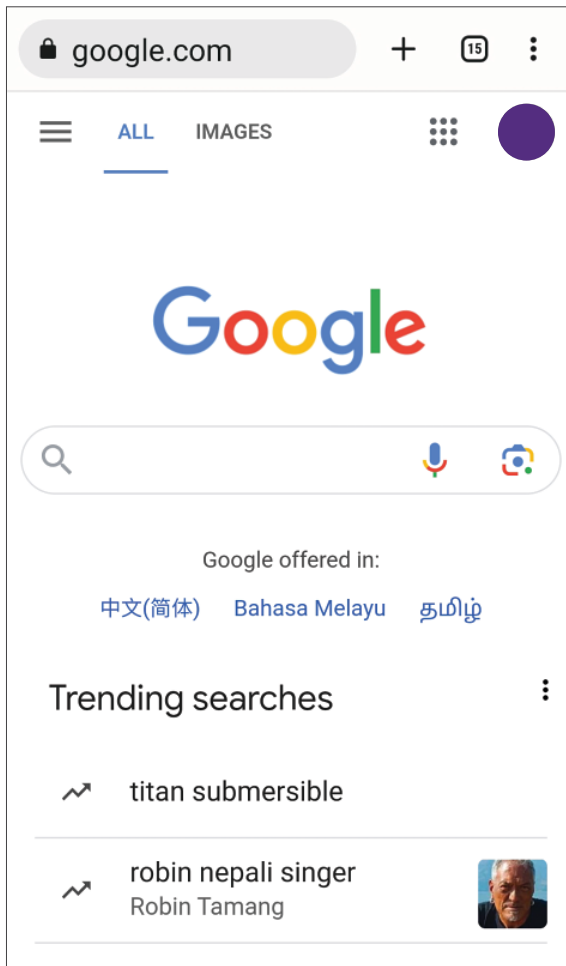
How to Search using Keyword(s), Website Address (URL), Voice Page 8

How to Search Results in Different Forms Page 11

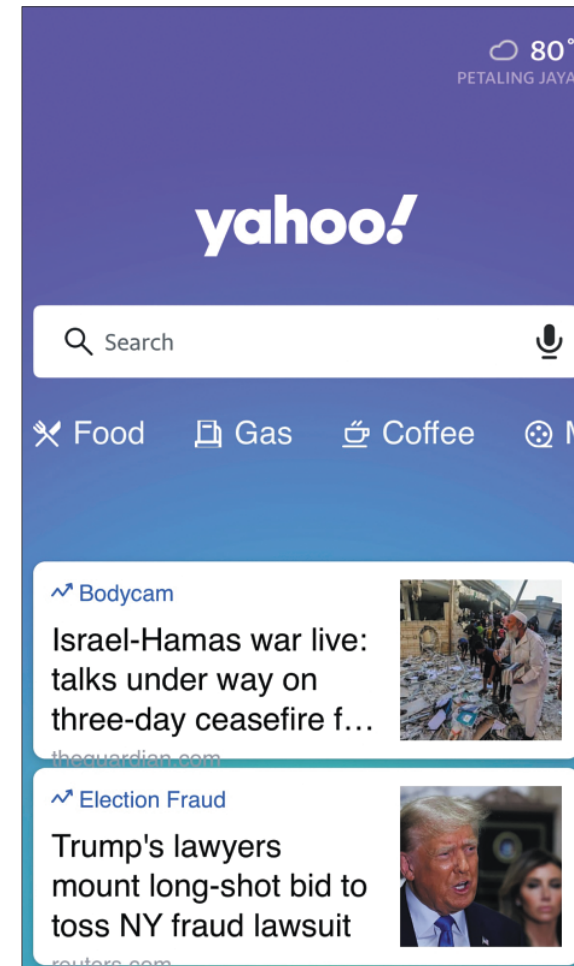
Common Steps to Find Information on the Internet

1 Go to your preferred search engine in your web browser

Google Search



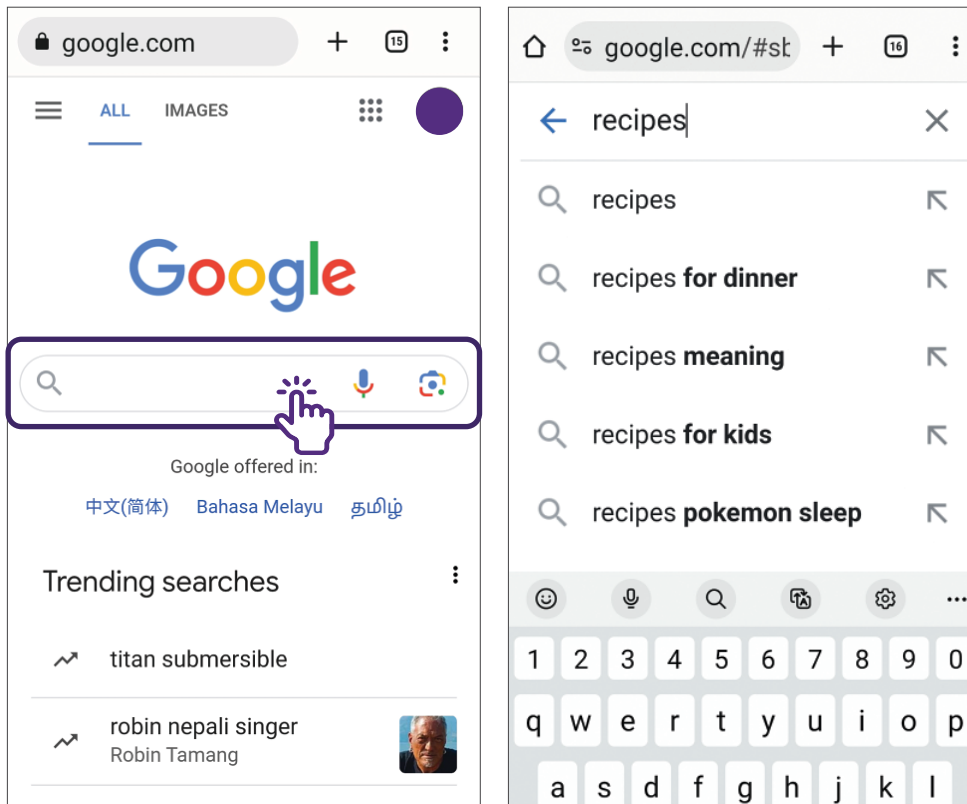
Yahoo Search



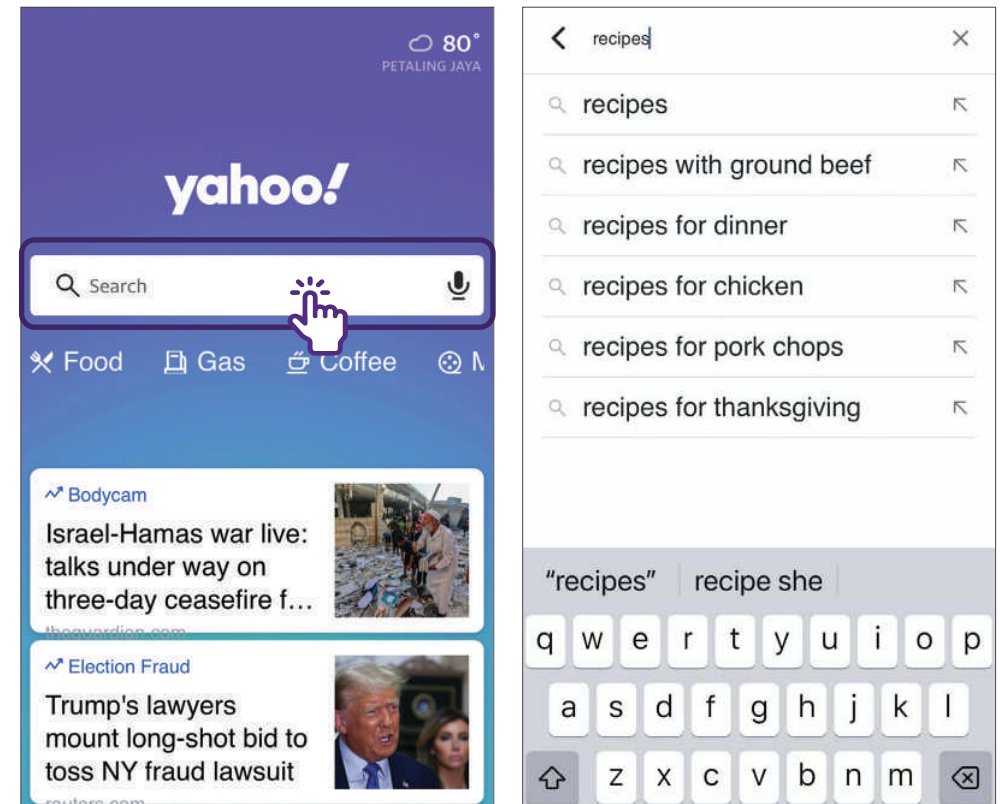
Common Steps to Find Information on the Internet

2 A) To search using keyword(s) or website address (URL), type in the search bar

Google Search



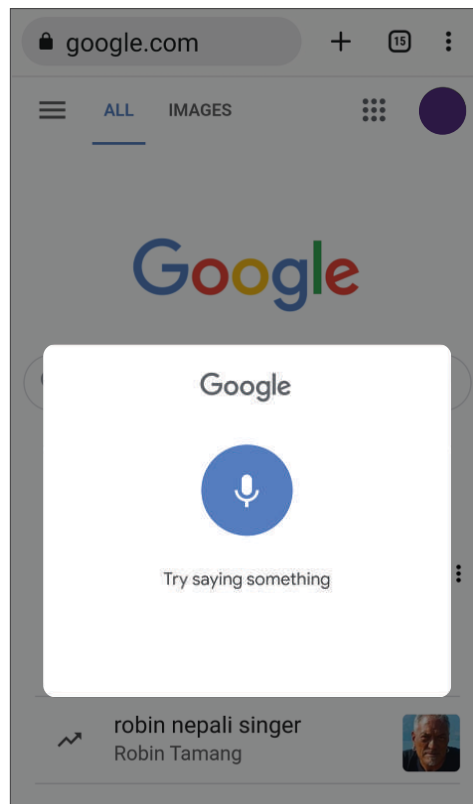
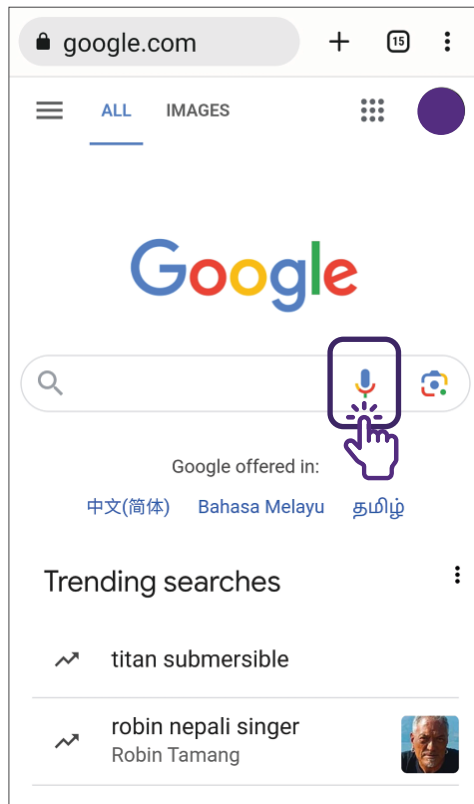
Yahoo Search



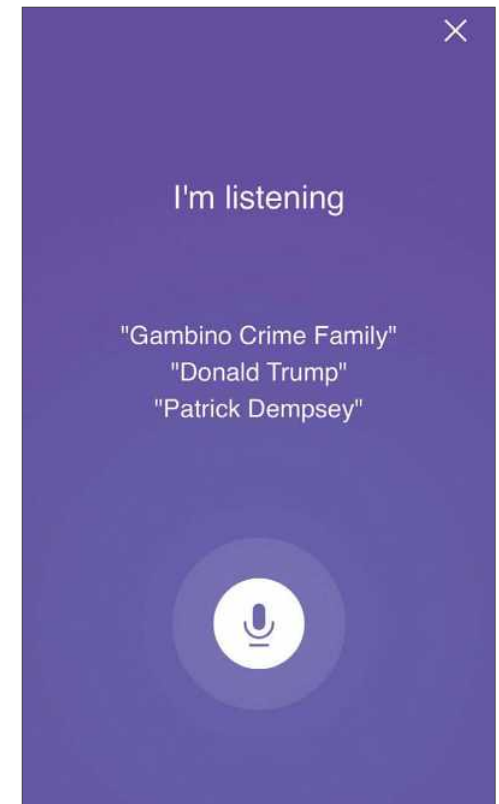
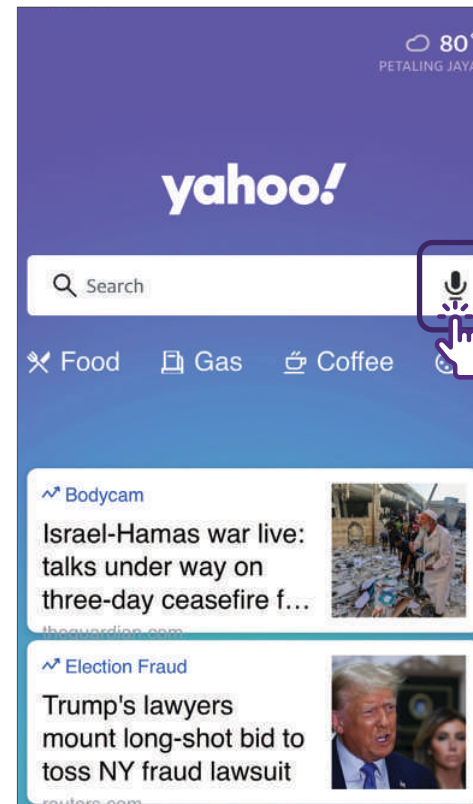
Common Steps to Find Information on the Internet

- 2 B) To search using voice, tap on the “Microphone” icon and say the keyword/question or hum a tune if you want to search for a song

Google Search



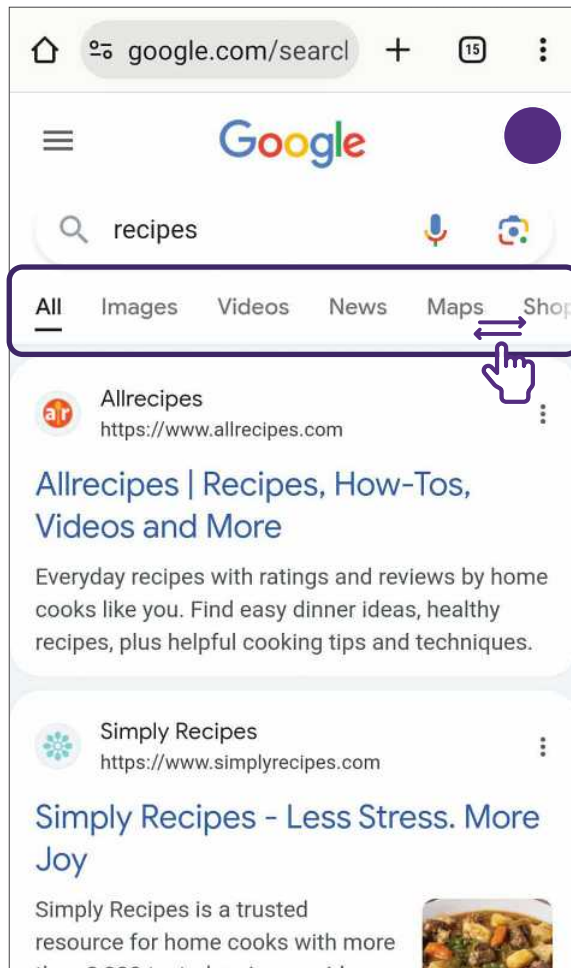
Yahoo Search



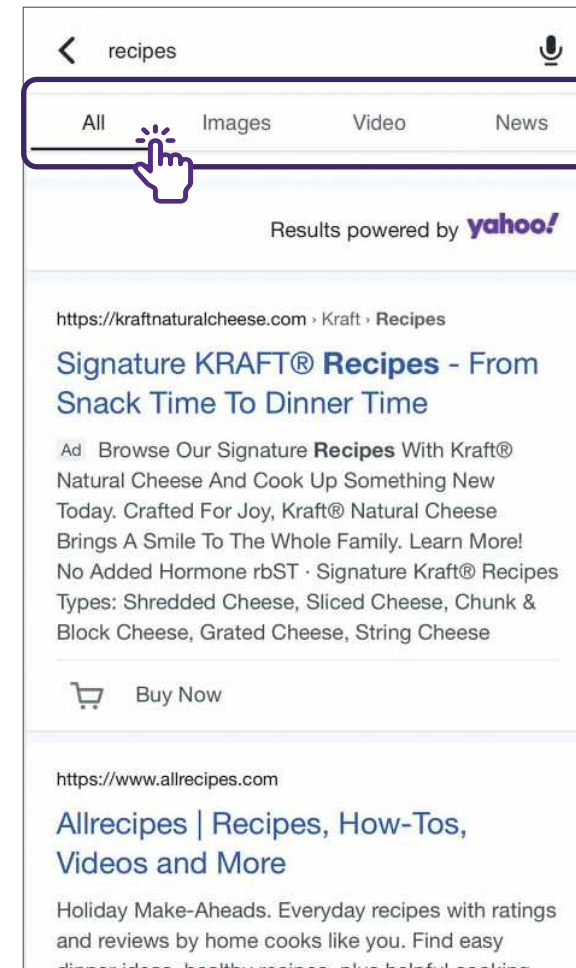
Common Steps to Find Information on the Internet

3 Search results in different forms (e.g., images, videos, news) or website will be displayed

Google Search



Yahoo Search



Step-by-step Guide to Use Google Search (including Google Maps)

Google Search - Accessing Websites Using URL

1 Launch Web Browser



Launch the web browser (e.g. Google Chrome app).

2 Enter URL



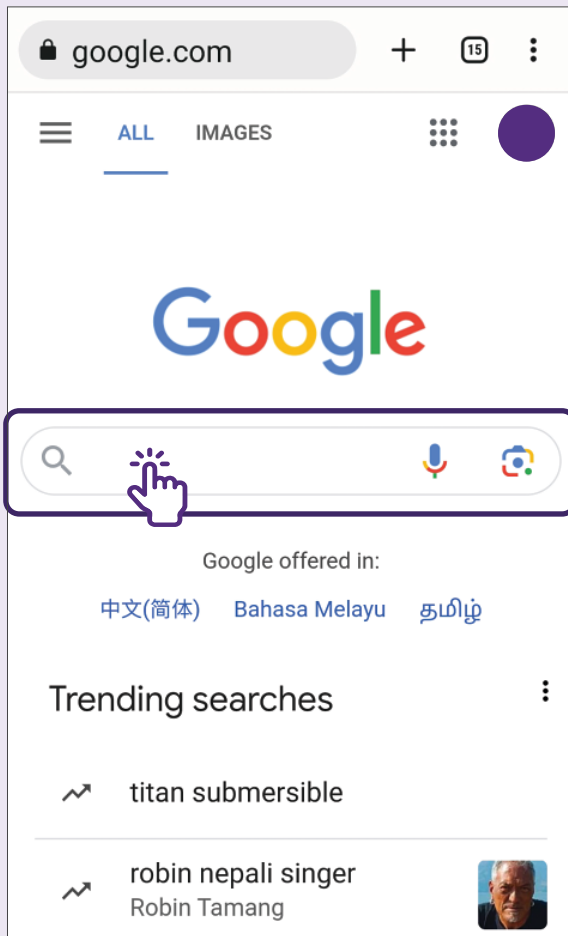
3 Search Results



You will be brought directly to the website.

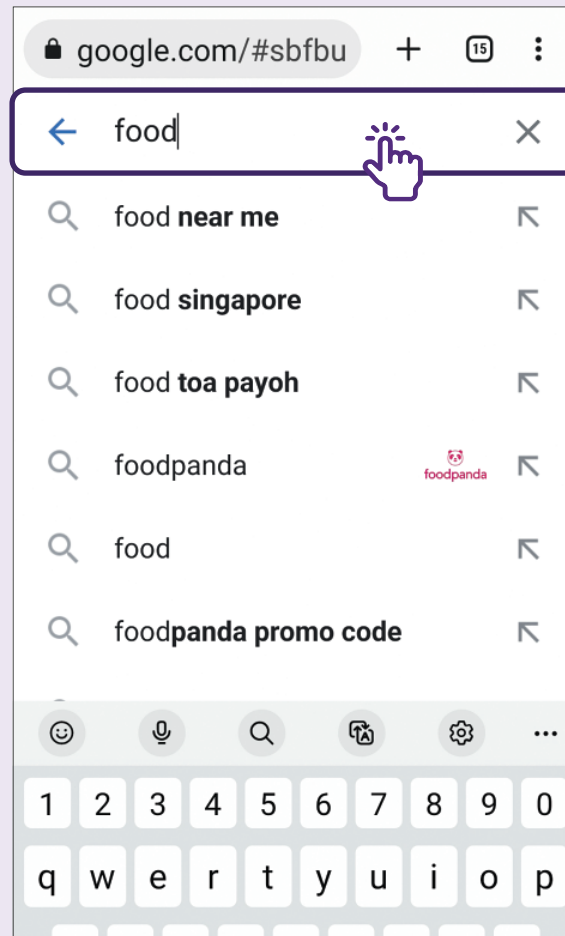
Google Search - Using Keywords

1 Search Bar



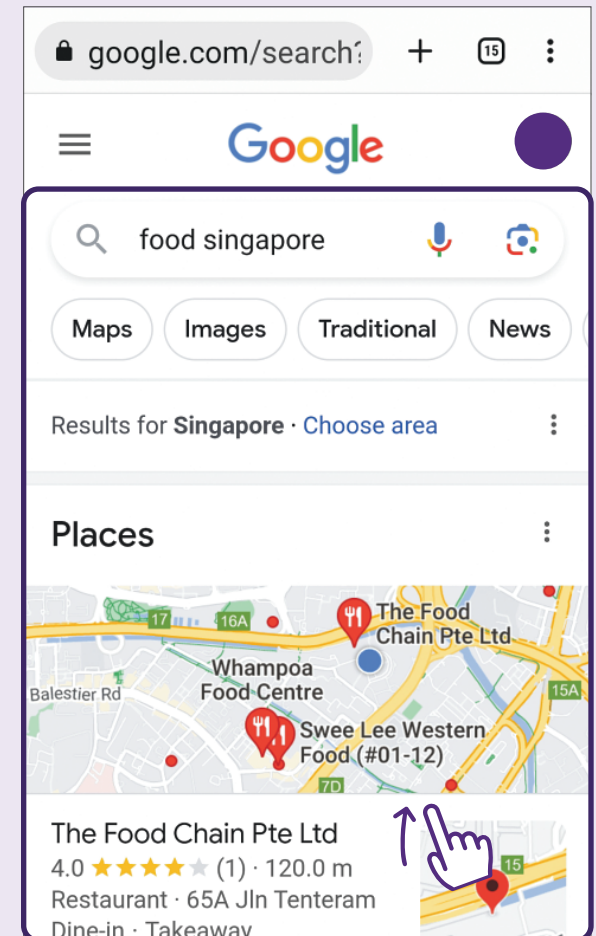
Tap the search bar to use the Google search engine.

2 Enter Keywords



Enter keyword(s) in the search bar.

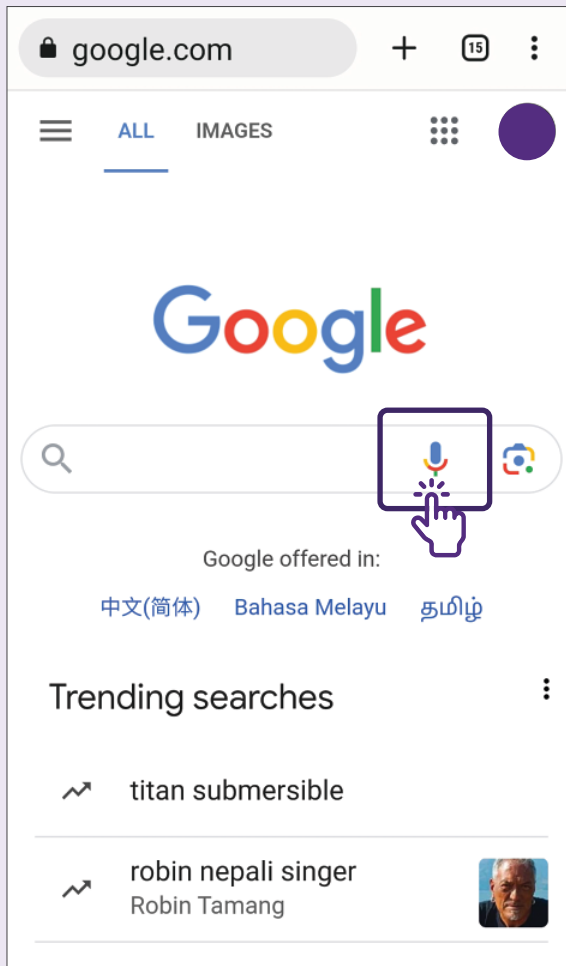
3 Search Results



Search results will be displayed.

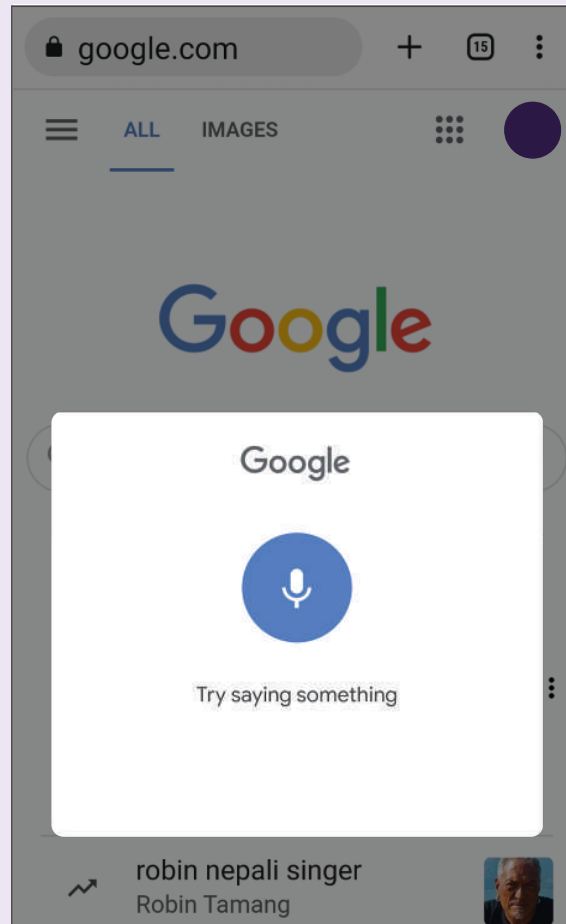
Google Search - Using Voice

1 Voice Search



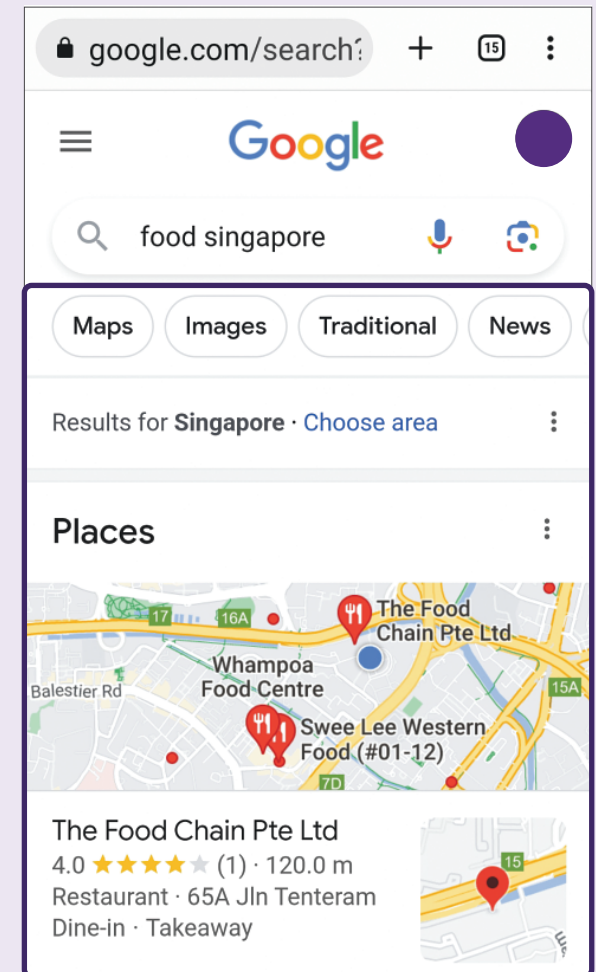
Tap the **"Mic"** icon.

2 Say The Keywords



Say the keyword(s) or hum a tune (for song search).

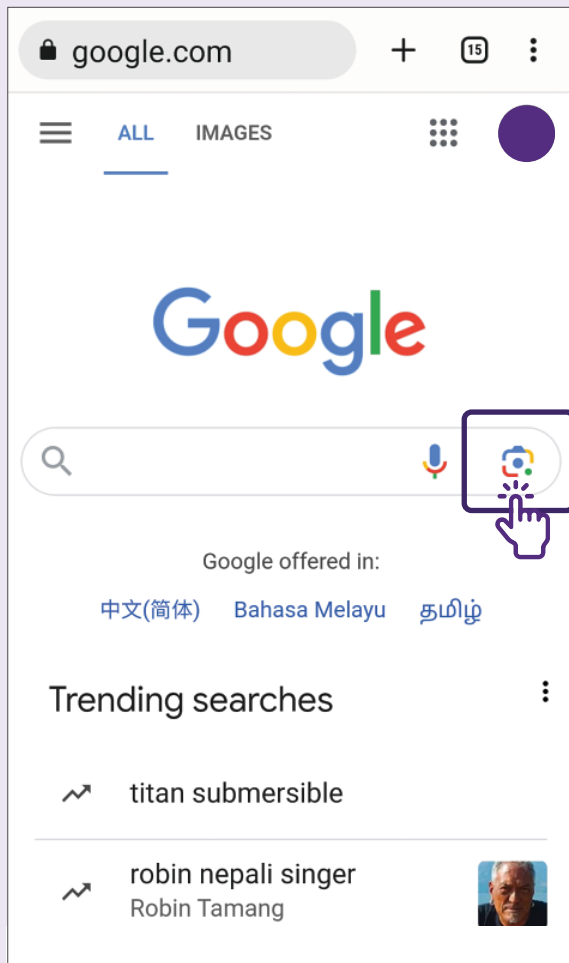
3 Search Results



Search results will be displayed.

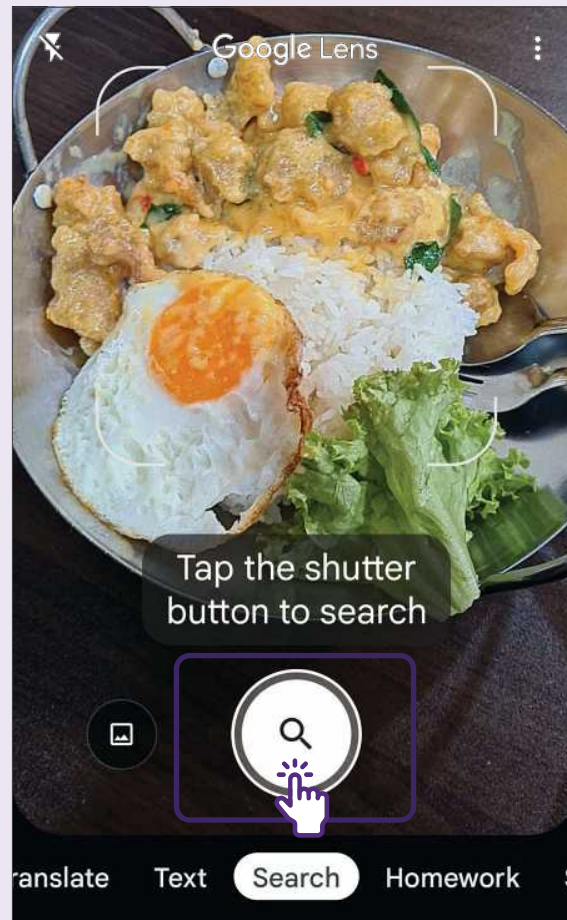
Google Search - Using Image

1 Image Search



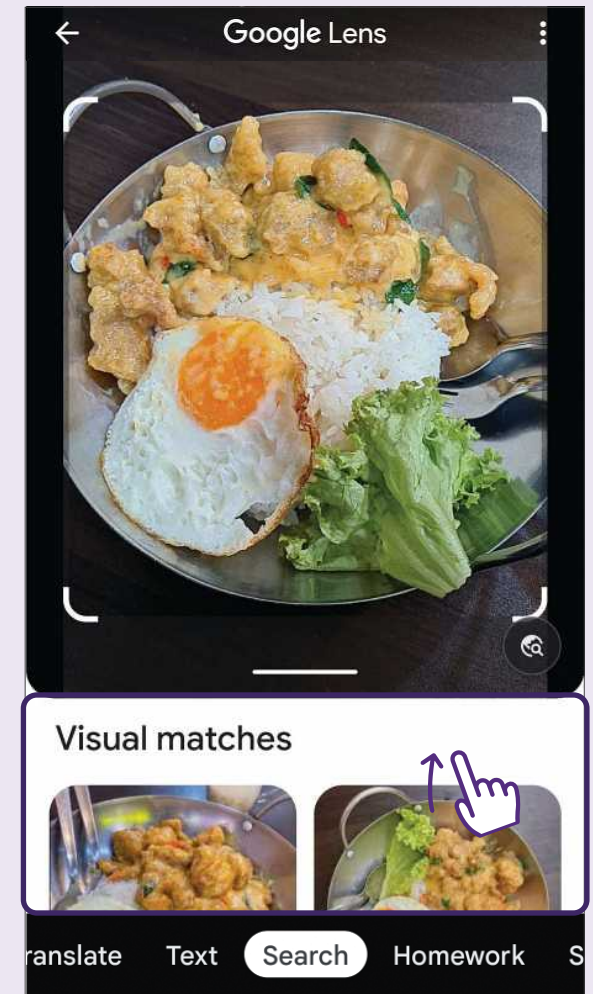
Tap on the "**Camera**" icon.

2 Google Lens



Point the camera to the item you want to search on and tap the shutter button.

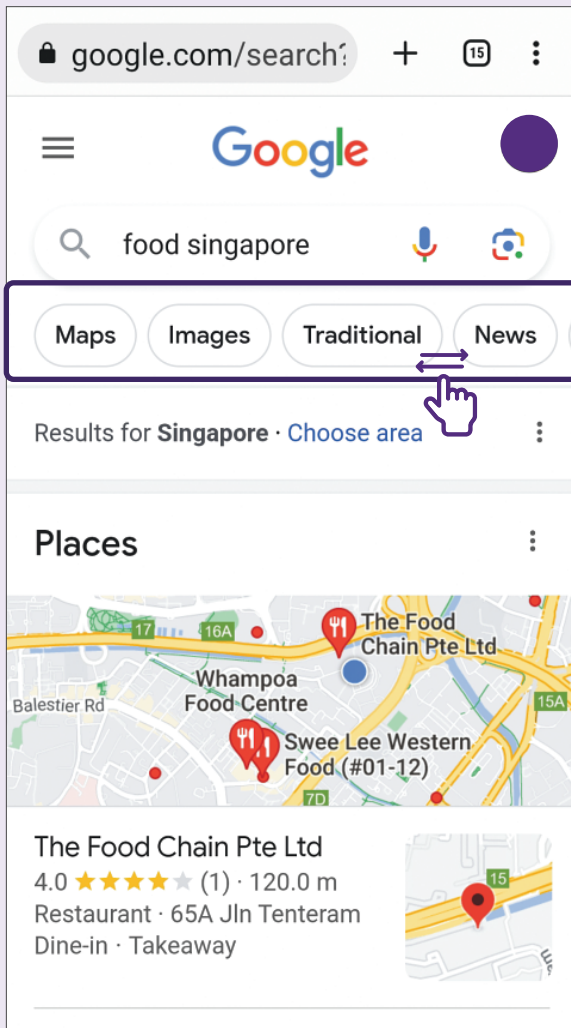
3 Search Results



Search results will be displayed.

Search Results in Different Forms

1 Select Type of Content

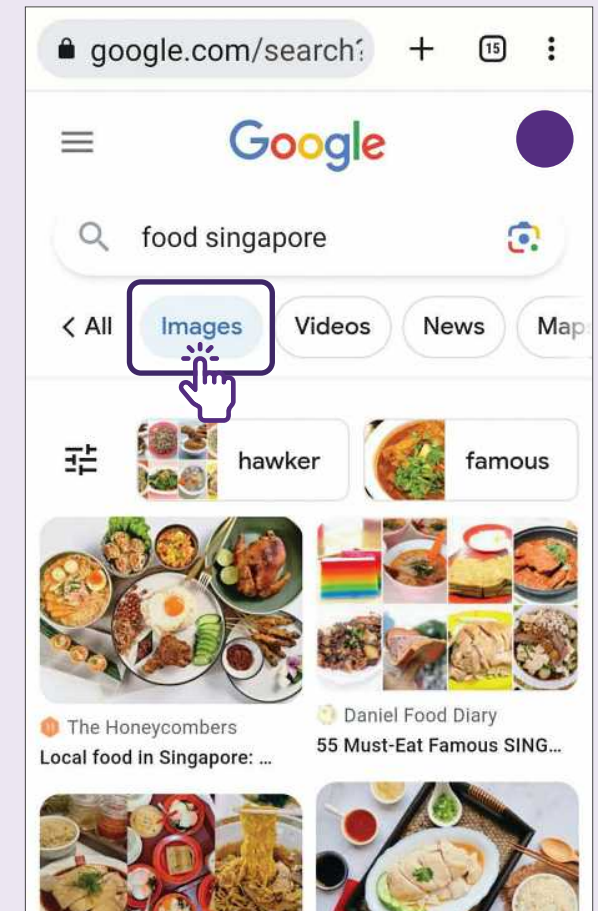


Search results or content can appear in various forms, including:

- Maps
- Images
- Videos
- News

Scroll left or right to select the type of content you wish to view.

For Example

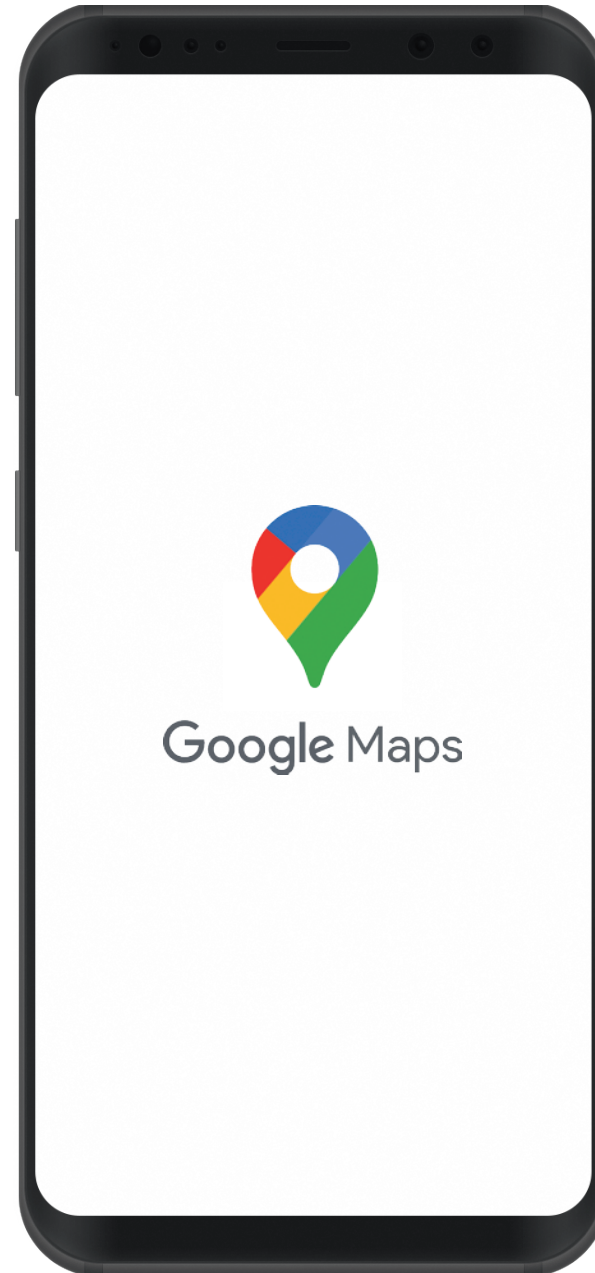


Tap **"Images"** if you want to see the pictures of your search result.

About Google Maps

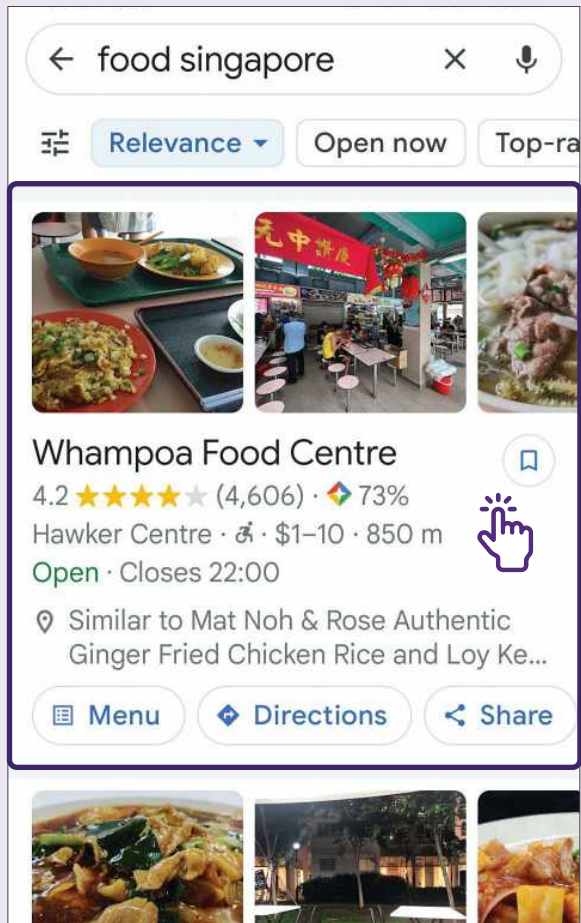
Offers satellite imagery, aerial photography, street maps, 360° interactive panoramic views of streets, real-time traffic conditions and route planning for travelling by different modes of transportation.

Apart from using Google Chrome browser to access Google Maps, you can also download Google Maps app from Apple App Store or Google Play Store.



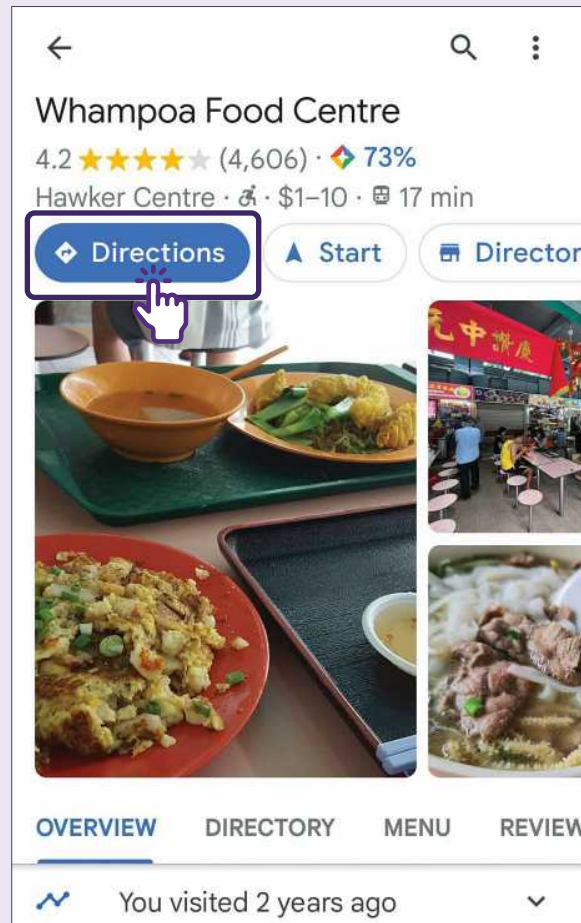
Navigate using Google Maps

1 Search Place



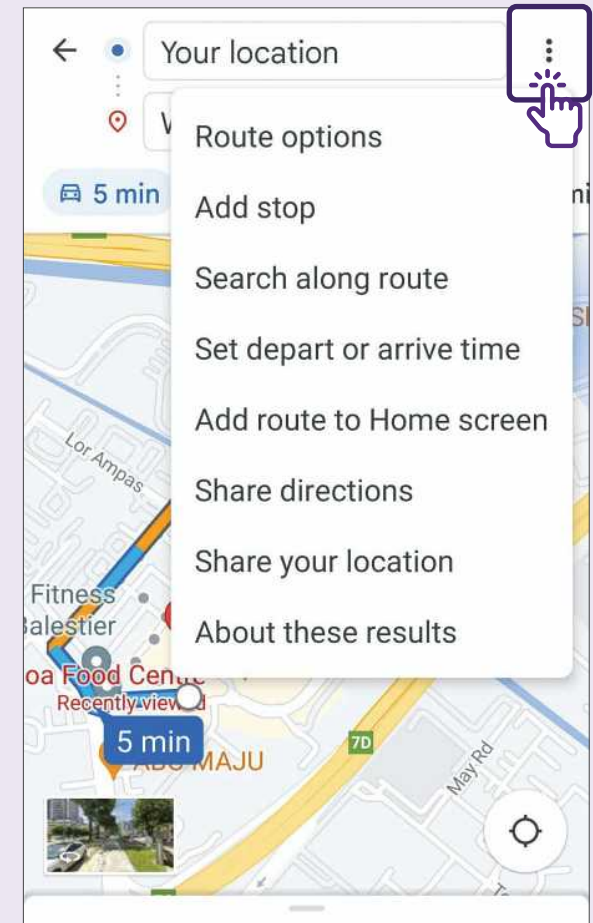
Search for a place or tap it on the map..

2 Directions



Tap **"Directions"** to see how to get to the location.

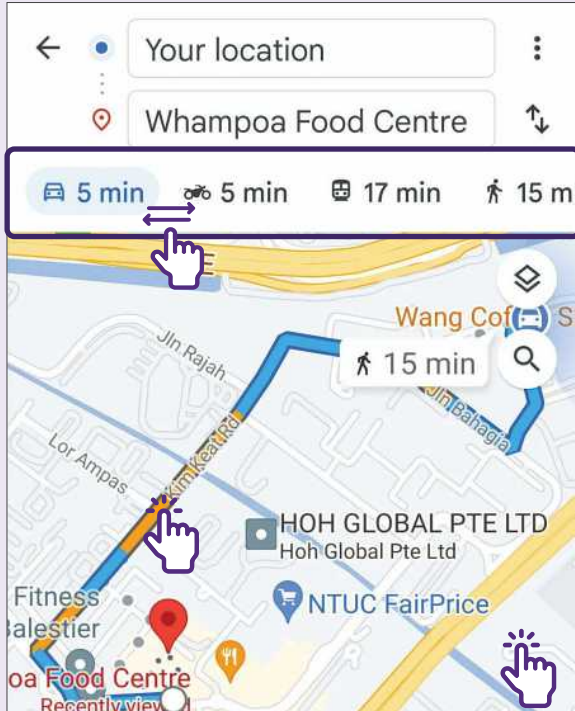
3 More Options



Tap on the 3-dots icon at the top right corner for more options, e.g., add stop.

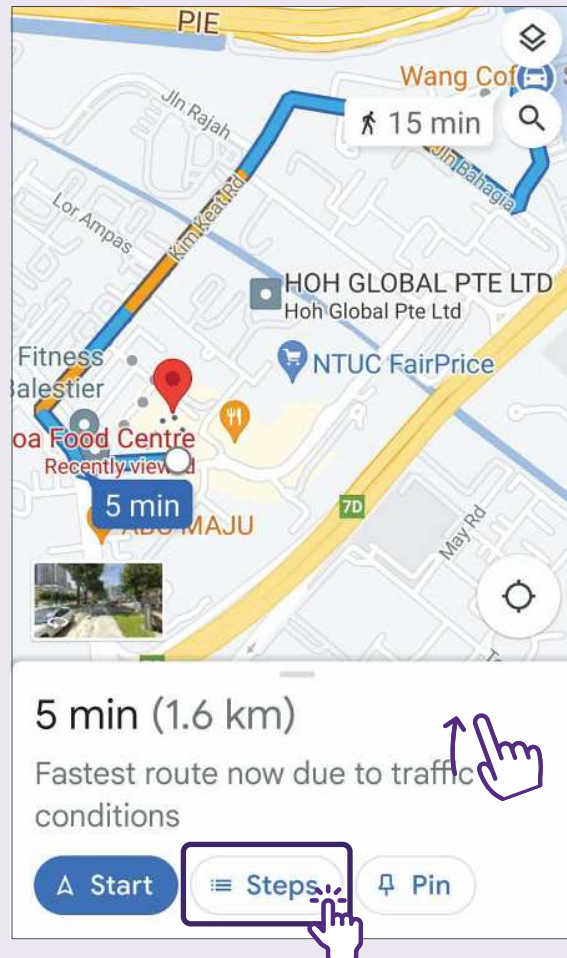
Google Maps - Travel by Car/Motorbike or Walk

1 Mode of Transportation



Select your mode of transportation (car, motorbike, walk) and different routes will be displayed. Tap on your preferred route (indicated as a blue line). Alternative routes are in grey lines.

2 Preview Steps



Tap **"Steps"** to preview.

3 Route Instructions

5 min (1.6 km)

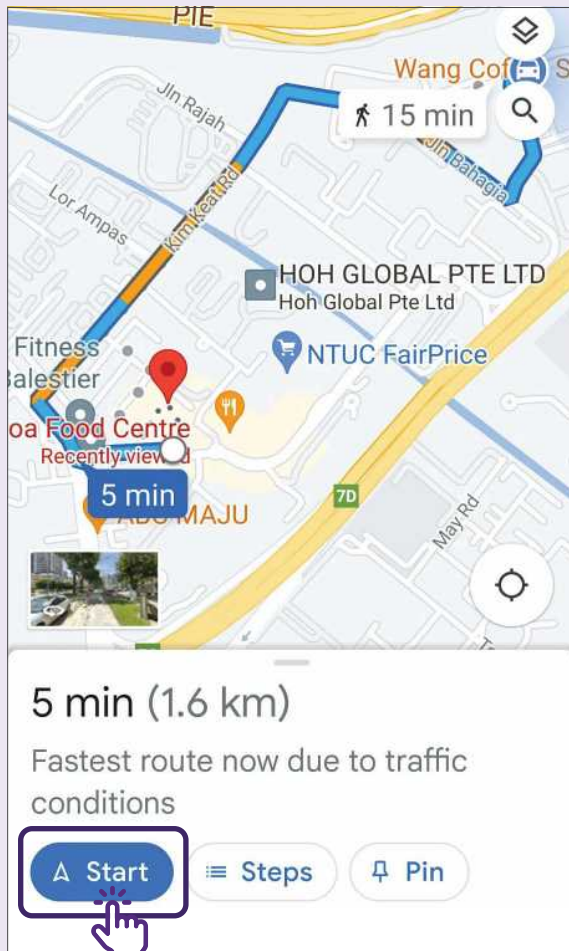
Fastest route now due to traffic conditions

Steps

- Your location
- ↑ Head west toward Jln Tenteram
160 m
- Turn right onto Jln Tenteram
80 m
- Turn right onto Jln Bahagia
230 m

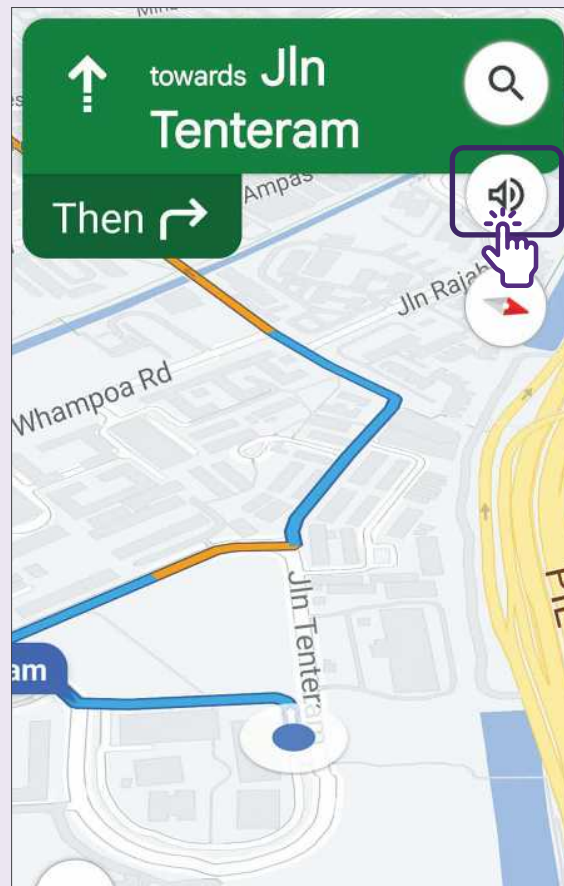
Step-by-step instructions will be displayed.

4 Start Navigation



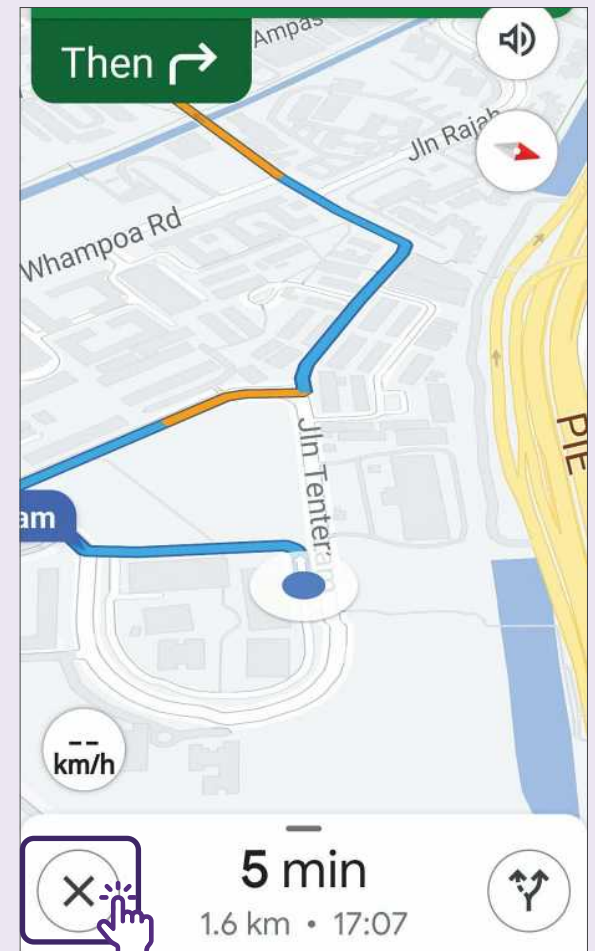
Tap **"Start"** to begin navigation.

5 Audio Guide



Turn on the audio function to hear the instructions to guide you to the destination.

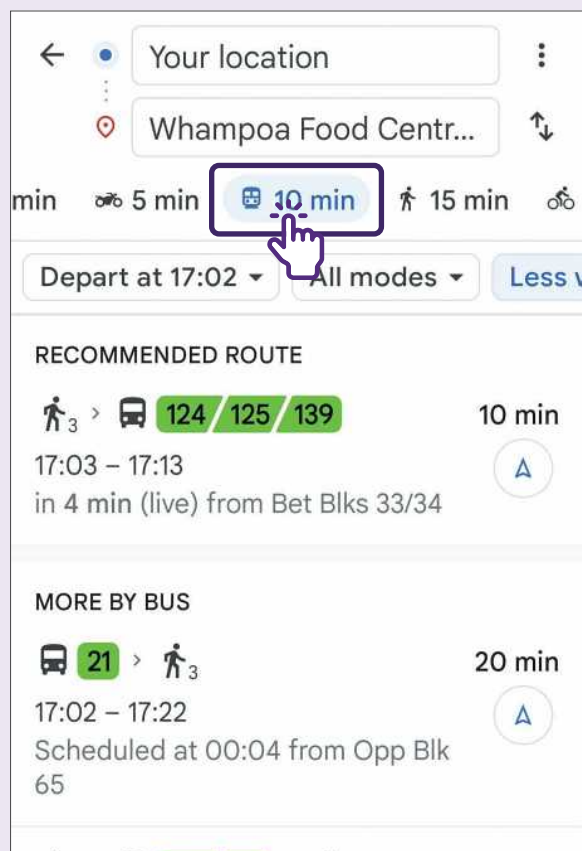
6 Stop Navigation



Tap **"Exit"** to stop the navigation.

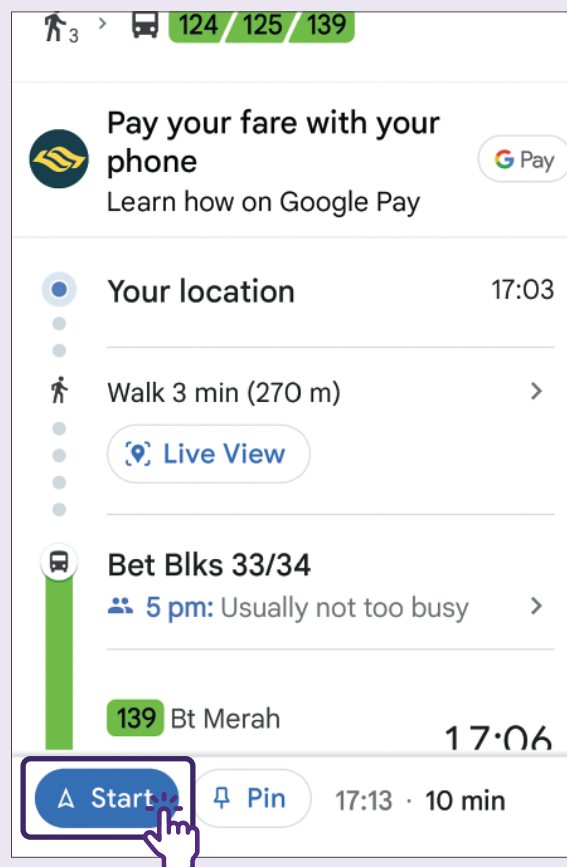
Google Maps - Travel by Public Transport

1 Public Transport



Instructions on which public transport to take, which station or bus stop to go to will be shown if you select bus/train.

2 Choose Preferred Route



Step-by-step instructions and estimated bus/train arrival time will be shown once you tap into your preferred route.

**For more information and
to find your nearest SG
Digital community hubs:**

IMDA Contact Centre

Hotline: +65 6377 3800

Email: info@imda.gov.sg

Website: digitalforlife.gov.sg



**Scan QR code to
visit the Digital for
Life Portal.**

© 2025 Info-communications Media Development Authority. All rights reserved.
No part of this resource may be used or copied without explicit consent from IMDA.
Materials used in connection with this guide may also be subject to copyright protection.
These are not limited to: documents, slides, images, audio, and video. Unauthorized retention,
duplication, distribution, or modification of copyrighted materials is strictly prohibited.

*These resources take reference from Google LLC's Search and Maps and publicly available
content on Yahoo's platforms.*