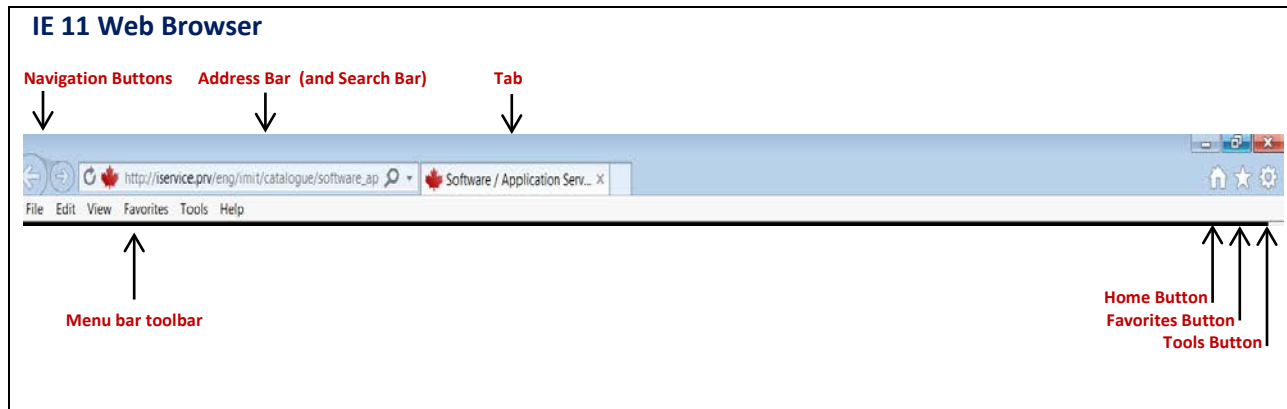




Internet Explorer (IE) 11 Quick Reference Guide

Getting to know Internet Explorer 11

Internet Explorer (IE) 11 is very similar to earlier versions of IE; however, the appearance of the web browser interface is leaner than IE 8. IE 11 displays only **Navigation Buttons**, the **Address Bar**, **Tabs**, and three buttons on the right (**Home**, **Favorites**, and **Tools**). The **Menu bar toolbar** is displayed on the first row below. This trim new look allows more room to display webpage content in your window.




Navigation Buttons	The Back and Forward Navigation Buttons allow you to move between sites which you have recently visited.
Address Bar	The Address Bar is also a Search Bar . You can use it to navigate to different websites or perform a search. Suggestions will appear below the address bar as you type, making navigation quick and easy.
Tabs	Internet Explorer allows you to view multiple websites in the same window using Tabs . Just clicking the tab will allow you to view that page.
Home Button	Click the Home Button to navigate to your Home page.
Favorites Button	Click the Favorites Button to view and organize your favorites, and browsing history.
Tools Button	Click the Tools Button to access tools such as Print , Zoom , customize your settings (only if you need to), and view the version of IE that you are using.
Menu bar toolbar	By default, the Menu bar (File, Edit, View, Favorites, Tools, Help) toolbar is displayed on the first line below the IE 11 display

How to Add Toolbars

To add additional toolbars (i.e. **Favorites bar** - so favorites are seen below the Menu bar toolbar) on the IE 11 display:

- Click on **View** - Select **Toolbars**, select the toolbar (s) which you would like to add

How to Print in IE 11

You can click the **Tools button** , select **Print**, then either print the webpage or see what the webpage will look like when printed by selecting **Print preview**.

You can also print by using the **Menu bar toolbar** - Click on **File**, select **Print**, then either print the webpage or see what the webpage will look like when printed by selecting **Print preview**.

IE 11 Top Shortcuts

	To do this	Press these keys
1	Add current site to favorites	Ctrl + D
2	Close current tab	Ctrl + W
3	Go to your Home Page	Alt + Home
4	Delete Browsing History	Ctrl + Shift + Delete
5	Get Help and Support	F1
6	Open Browsing History	Ctrl + H
7	Open a new tab	Ctrl + T
8	Print the current page	Ctrl + P
9	Refresh a page	F5
10	Switch between window tabs in a window	Ctrl + Tab
11	View favorites	Alt + C
12	Zoom in (+ 10%)	Ctrl + Plus Sign
13	Zoom out (- 10%)	Ctrl + Minus Sign
14	Zoom to 100%	Ctrl + 0
15	Begin a search in the Address Bar	Ctrl + E