

# ACTIVITY 1: SEARCH ENGINES

## New Skills Reinforced:

In this activity, you will practice how to:

1. enter data in a spreadsheet.
2. identify cell addresses by placing the cursor in a specified cell address.
3. save a spreadsheet.
4. set the print area of a spreadsheet.

## Activity Overview:

The Web is a rich source for current local, national, and international news. There are millions of Web sites on the World Wide Web, from broadcast sources to newspapers. There are several search engines available for Web searches. Users must type in keywords or phrases related to the topic to be researched. For an effective search, it is best to enter multiple search terms or phrases related to the subject of interest. The more precise you are with the keywords or phrases, the better the results.

The following activity illustrates how spreadsheets can be used to log data to track search engine results. In this spreadsheet, the percentage of people using the top five search engines in July and August 2005 are provided, along with the change in percentage from July to August.

## Instructions:

1. Create a NEW spreadsheet.

**Note:** Unless otherwise stated, the font should be set to Arial, the font size to 10 point.

### NEW SKILL

2. Type the data as shown. Notice how the cell address changes with each new entry.

3. Carefully proofread your work for accuracy.

### NEW SKILL

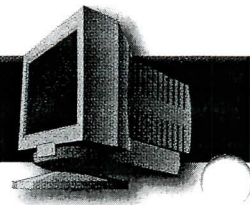
4. Save the spreadsheet as SEARCH ENGINES.

### NEW SKILL

5. Set the Print Area of the spreadsheet to include cells A1 – G12.

6. Print a copy of the spreadsheet if required by your instructor.

# ACTIVITY 1: SEARCH ENGINES DATA SPREADSHEET



	A	B	C	D	E	F	G
1	Activity 1 Student Name						
2	Top 5 Search Engines Ranked by Search Share, July-August 2005 (%)						
3							
4							
5							
6							
7	Ranking		Provider		July	August	Change
8	1		Google		44.7	45.9	1.2
9	2		Yahoo!		21.8	23.2	1.4
10	3		MSN		12.2	11.4	-0.8
11	4		AOL		8.4	8	-0.4
12	5		Ask Jeeves		1.6	2.1	0.5

Source: [http://www.clickz.com/stats/sectors/search\\_tools/article.php/3554731](http://www.clickz.com/stats/sectors/search_tools/article.php/3554731)