

INTERNET AND EMAIL

INTERNET

- The Internet is an interconnected computer network that uses standard Internet Protocol Suite

History

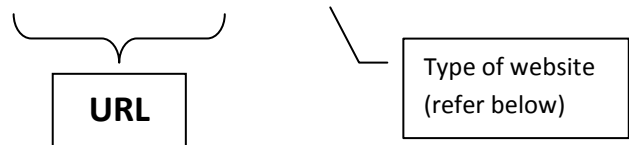
- Existed in 1960s with private and United States military research to network computers – a merger of small networks into one very big one.
- Commercialisation of Internet made possible in 1990s
- A quarter (75%) of the world's population uses the Internet

World Wide Web (WWW)

- Hypertext documents accessed through the Internet.
- Viewed using a web browser (Internet Explorer, Safari, Chrome, Firefox, etc)
- A website is a group of related web pages, images and videos under a common URL

Example:

http://www.3rdklbb.org



HTML – HyperText Markup Language

HTTP – Hypertext Transfer Protocols

URL – Uniform Resource Locator

Examples of Type of websites:

.com – Commercial sites
.gov – Government Sites
.org – Organisation Sites
.edu – Education Sites

By country:

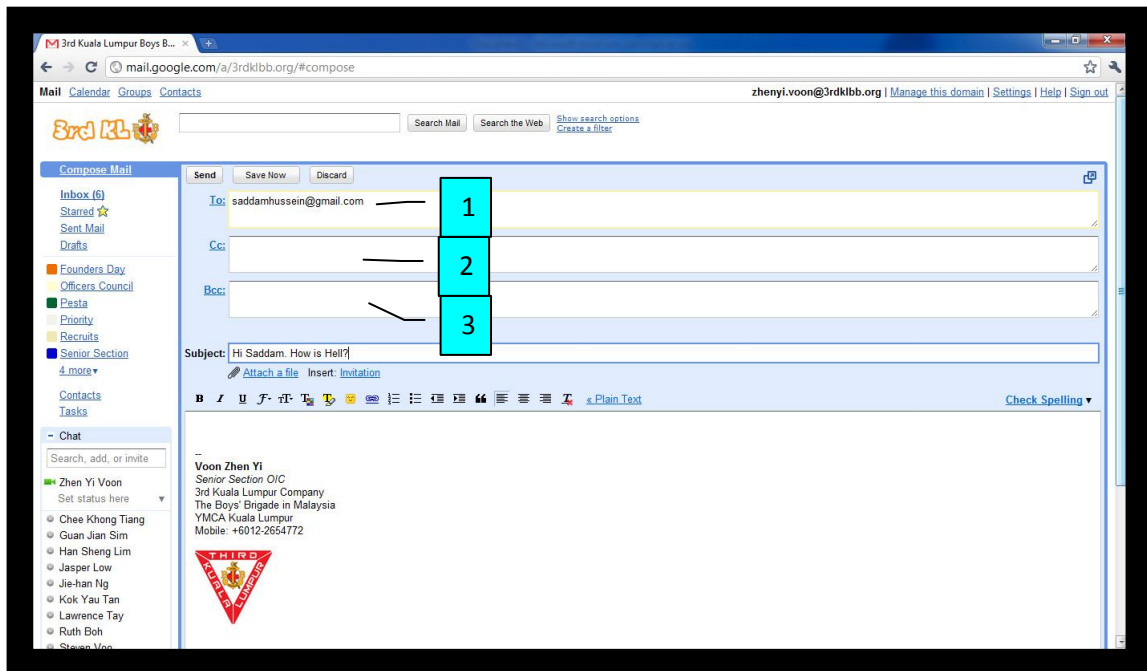
.my – Malaysia
.sg – Singapore
.au – Australia

(Note: All U.S. Sites do not have a definition by country)

EMAIL

- Short for Electronic Mail
- A method of exchanging digital messages across the internet or other computer networks

Using Email



- 1) **TO** – Address(es) of email(s) of the intended person(s)
- 2) **CC** – Carbon Copy – The same email is send to “secondary” people – normally for their reference only. Recipient in the TO and CC can see each others email addresses.
- 3) **BCC** – Bi-Carbon Copy – The same email is send to another group of people. Their BCC recipients cannot be seen by the CC and TO recipients.

Putting a suitable subject

- Tailor your subject towards something meaningful, especially if it is a formal email
- For example, if you are writing to another BB Member from another Company, a good title would reflect:
 - o Intention
 - o Summary of your of email in one sentence
- Let's say you want to make friends with this person, a suitable title may be: “Will you be my BB Friend?” or “ New Friendship's in the BB”. A bad example would be “hi!” or “How are you?” These subject not only doesn't catch attention, summaries the email into a title, but also might cause the receiver to think that is it spam.

RE – REPLY, always added to the Subject in reply of an earlier email

FW – FORWARD, always added to the Subject when forward an email to other recipients. When Forwarding, all attachments and content received in an earlier email is preserved.

Spam: Junk mail from people you do not know who frequently sends you emails, normally for commercial advertising or simply sending malicious content to hack into your computer. (Not important note: "Spam" is a popular can food in most European countries – so, JUNK mail)