



Firefox Instructional Guide

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Introduction

Mozilla Firefox is a free and open-source web browser developed by the Mozilla Foundation. Firefox is available on Windows, Mac, Linux as well as iOS (Apple iPhones & iPads) and Android mobile devices. Firefox is one of the most popular web browsers in the world, with over half a billion users. Firefox is also one of the most secure and user friendly browsers, offering SSL/TLS protocols to protect communication with web servers and uses strong cryptography through the HTTPS protocol. This instructional guide will be focusing on Firefox Quantum (Ver. 59.0.1).

Purpose

This instructional guide is intended to provide average users an introduction to the Mozilla Firefox web browser. This guide will show, in detail, the following topics:

1. Definitions
2. Download & Installation of Firefox
3. Firefox General Use
 - a. Browsing the Web
 - b. Saving Bookmarks
 - c. Setting Home page
 - d. Viewing and deleting Internet History, Cookies and Cache
4. Firefox Personalization
 - a. Downloading Themes
 - b. Downloading Add-ons
 - c. Setting Search Engine Preferences



Definitions

Common Terminology:

Add-on – Technically known as a browser extension, these offer extended functionality to your browser. Downloaded from the web, these extensions allow the user to download certain files, block unwanted ads, change a websites interface, etc.

Bookmark – A internet shortcut to your favorite web sites for easier and quicker access, usually shown in your browsers menu.

Home page – The first web page displayed when you open your browser. This web page may also be accessed by clicking on the homepage icon.

HTTP Cookie – More commonly known as an internet cookie, or simply cookie, a HTTP cookie is a small piece of data sent from a website that is stored in your web browser. This small saved data can be used to remember information, such as names, addresses, passwords and credit card numbers.

Internet History – A running log that contains every web site that you have visited. May be toggled to view by date, view by site, view by most visited and view by date and site for easier browsing.

Web browser – Software Application used to retrieve, present and traverse information resources from the World Wide Web.

Web Cache - Temporary storage of web documents, such as HTML pages and images to reduce lag from the web server. The cache allows for a small amount of data to be downloaded so it does not need to be re-downloaded every time you visit a webpage.



Firefox Setup

Firefox is available for download directly from www.mozilla.org

1. Open a web browser already installed on your computer (Internet explorer, Safari) and visit Mozilla website.
2. Click “Download Now” under the Firefox logo.
3. Run the Firefox Installer found in your downloads.



Figure 1: Firefox Setup (Mozilla Inc., 2018)



Firefox General Use

Firefox should automatically open after installation and display this page:

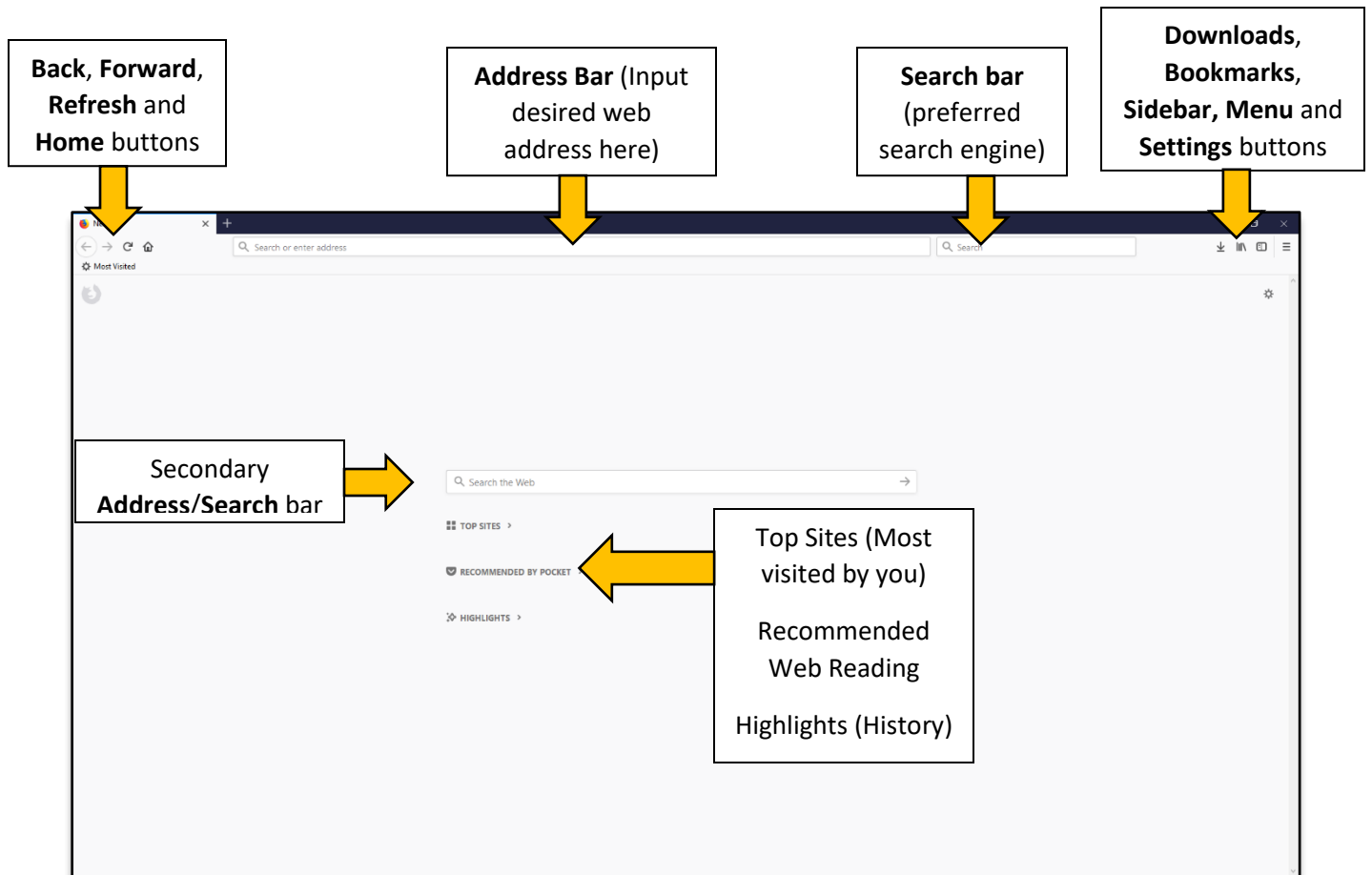


Figure 2: Firefox Browser (Mozilla Inc., 2018)



Browsing Websites

Going to a specific web page:

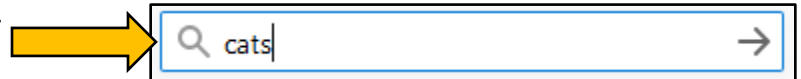
1. Click in **Address Bar** to input web address (www.google.com).



2. Hit the enter button on your keyboard.
3. You should now be on your desired webpage.

Submitting a web search using search bar:

1. Click in the **Search Bar** and input your search query (ex: cats).



2. Hit the enter button on your keyboard.
3. Depending on your search engine preference, it should bring up your search query.

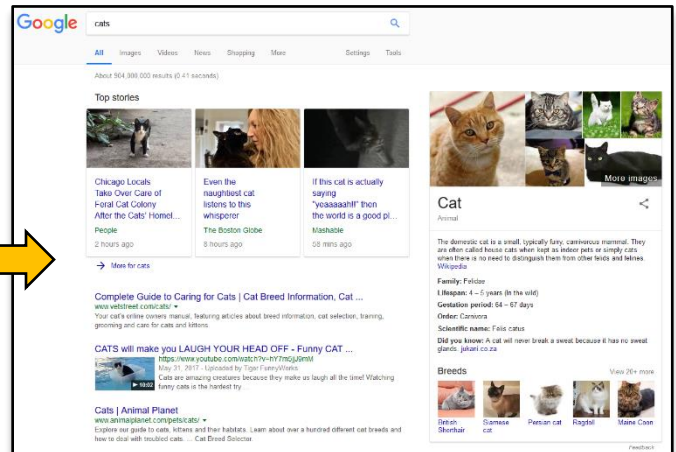


Figure 3: Firefox Search (Mozilla Inc., 2018)





Saving Bookmarks

Bookmarks offer shortcut to your favorite web sites for easier and quicker access.

Bookmarking a web page:

1. While browsing a web page you want to bookmark, click on the star at the end of the address bar or press CTRL+D.

2. Name your bookmark.
3. Bookmark may be put into a Bookmark folder (Good organizational tool for when you have many bookmarks)
4. Tags allow you to find Bookmarks by searching inside your bookmark folder.

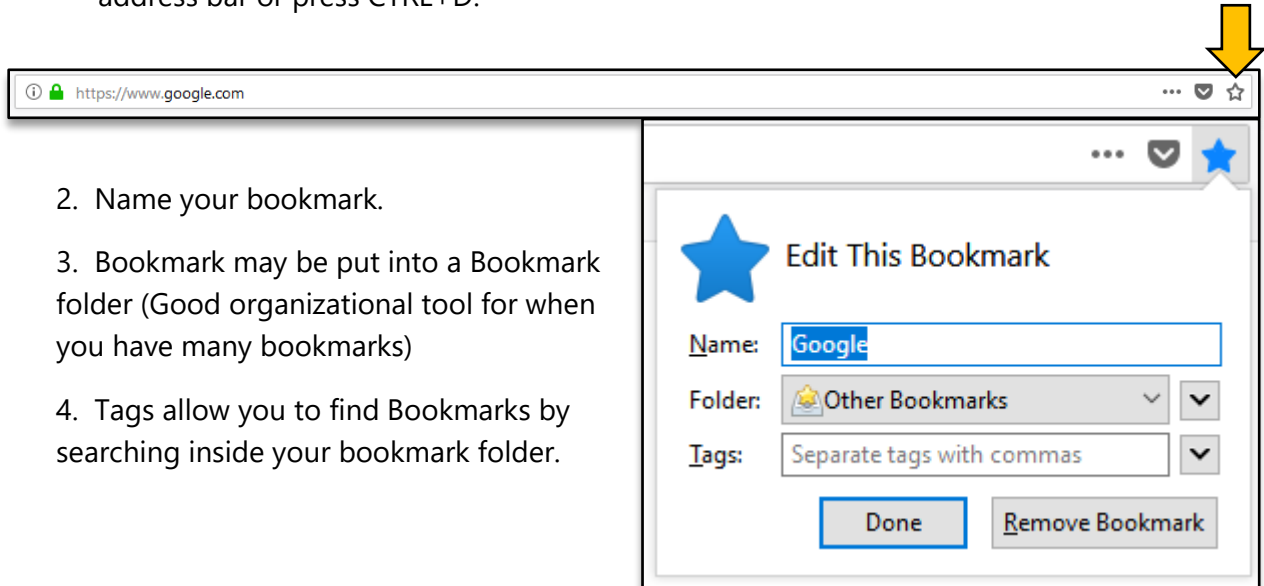


Figure 4: Firefox Bookmark (Mozilla Inc., 2018)

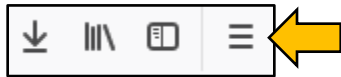


Setting Home Page

The Home page is the first webpage displayed when you open the web browser. You can also easily access your homepage by clicking on the **home button** next to the **address bar**.

Setting a web site as your home page:

1. Click on the **Menu Button** (Right of the **Address Bar**).



2. On drop down menu click "Options".
3. On the General section, go to Home page section and type in any desired web address.

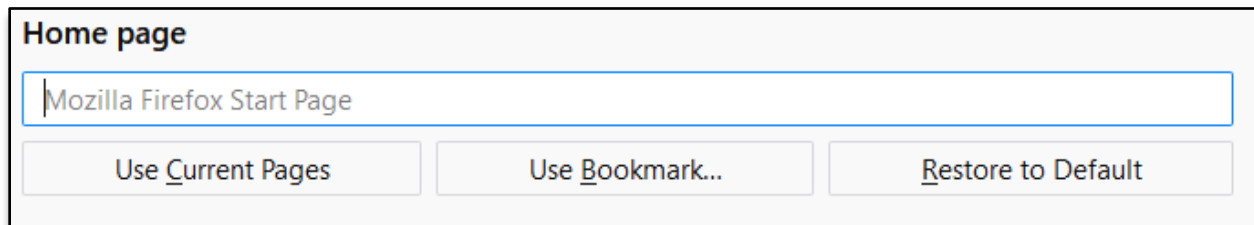


Figure 5: Firefox Homepage Creation (Mozilla Inc., 2018)

4. You can click "Use Current Pages" button to set the last page you were on as your home page, click "Use Bookmark" to choose one of your bookmarks to be your home page or click "Restore to Default" to return it to the default Mozilla Firefox Start Page (displayed the first time Firefox was opened).



Viewing & Deleting Internet History, Cookies and Cache

Internet history, cache and cookies can take up a good amount of space on your hard drive if not removed occasionally. The internet history is a running log of all web addresses that you have visited. Internet cookies are temporarily downloaded web documents, such as HTML pages and images to reduce lag from the web server. Cache is piece of data sent from a website that is stored in your web browser used to remember information.

Deleting Internet History, Cookies and Cache:

1. Click on the **Menu Button** (Right of the **Address Bar**).



2. On drop down menu click "Options".
3. On the Privacy & Security section, click on "clear your recent history".

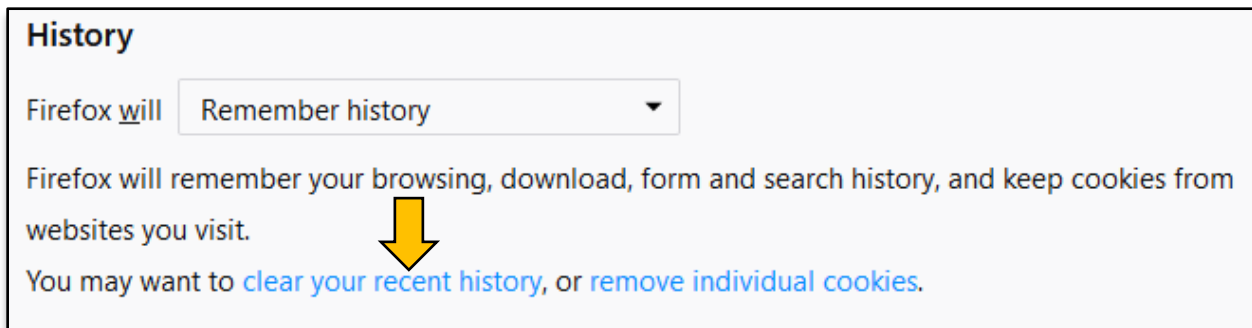
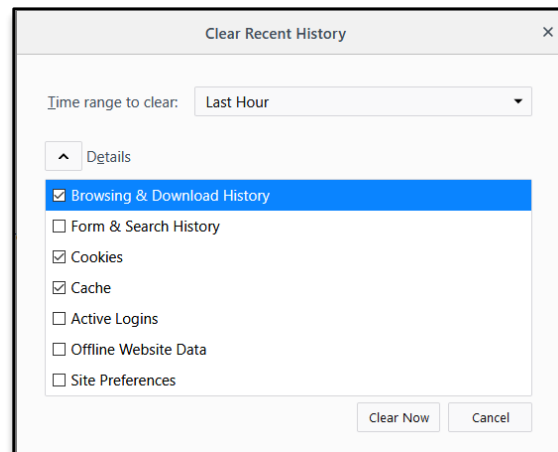


Figure 6-7: Firefox Clear History (Mozilla Inc., 2018)

4. Here you can select to delete browsing History, form and search history, cookies, cache, active logins, offline website data and site preferences. You can also set a time range of data to delete, ranging from the last hour, 2/4 hours, 24 hours or all time.





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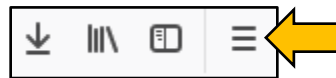
5. Clicking "Clear Now" will delete all selected files.

Firefox Personalization

Firefox can be personalized immensely. From the way the browser looks and operates to the way you search the web. Most of these customizations are easily accessible, just a few clicks away and on the Firefox Add-on store.

Downloading Themes

1. Click on the **Menu Button** (Right of the **Address Bar**).



2. On the drop down menu click "Customize".
3. At the bottom of the page click on "Themes" and "Get More Themes".

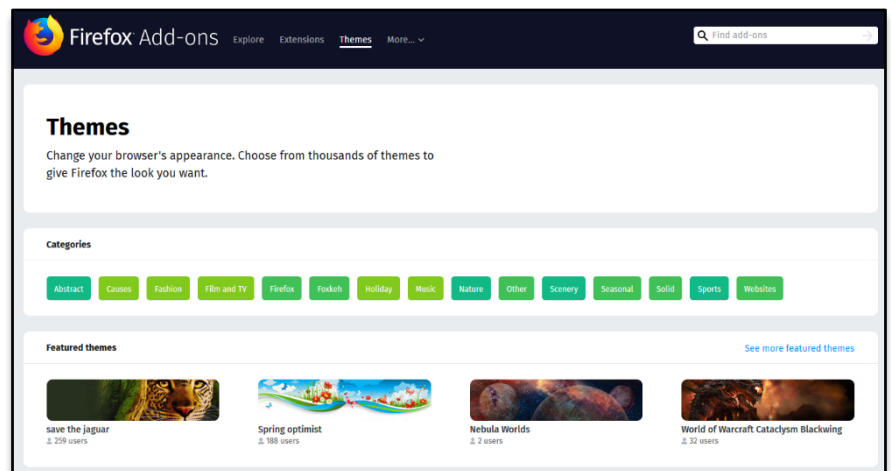
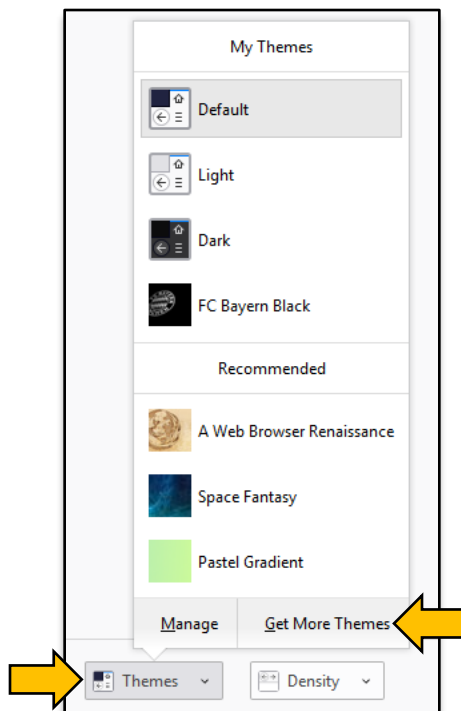


Figure 8-9: Firefox Themes Creation (Mozilla Inc., 2018)



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4. Search or browse for a theme that you would like on your browser.
5. After you find the theme you would like you can click “Tap to preview” to see what the theme will look like on your browser. If you like the way it looks click “Install Theme”.

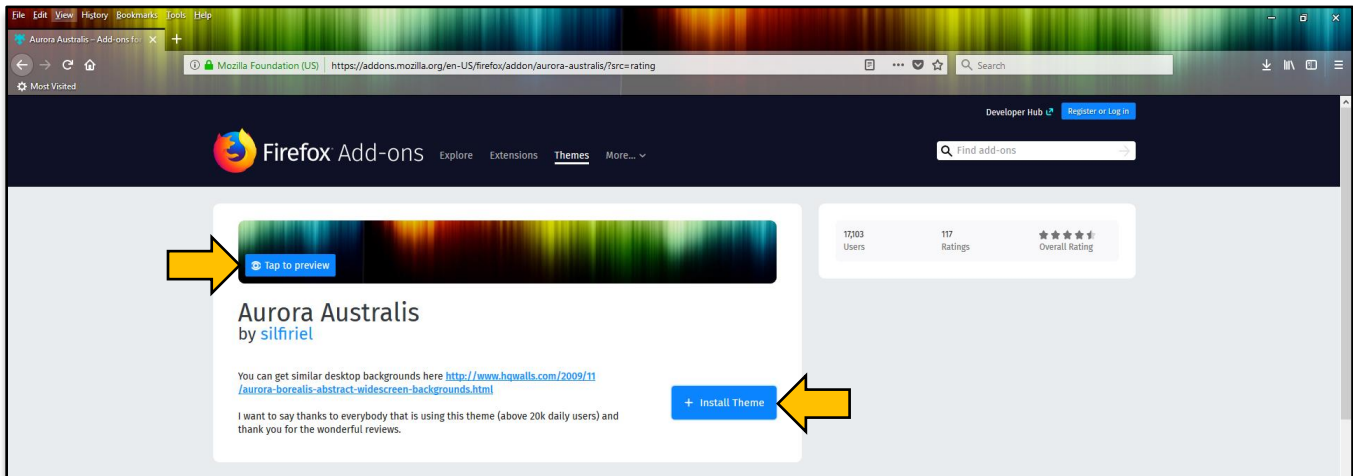


Figure 10: Firefox Theme Preview (Mozilla Inc., 2018)



Downloading Add-ons

1. Click on the **Menu Button** (Right of the **Address Bar**).



2. On the drop down menu click "Add-ons".
3. Optionally turn on recommended extensions or scroll to the bottom and click "See more add-ons!". This will bring you to the Firefox Add-on store.

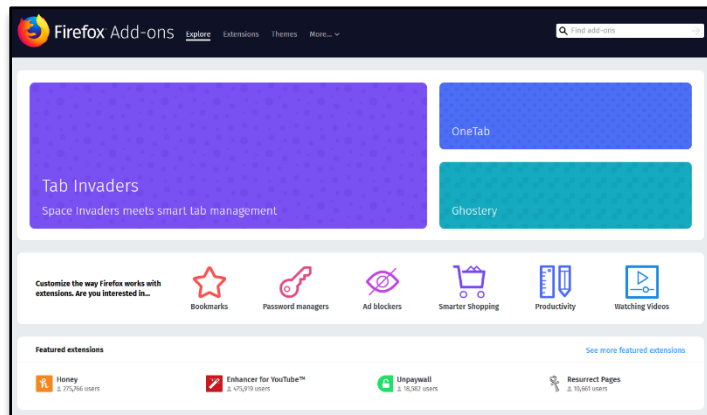
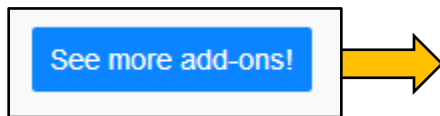


Figure 11: Firefox Add-ons (Mozilla Inc., 2018)

4. Search or browse for an extension that you would like to add to your browser.
5. After you find the extension you would like you can click "Add to Firefox".

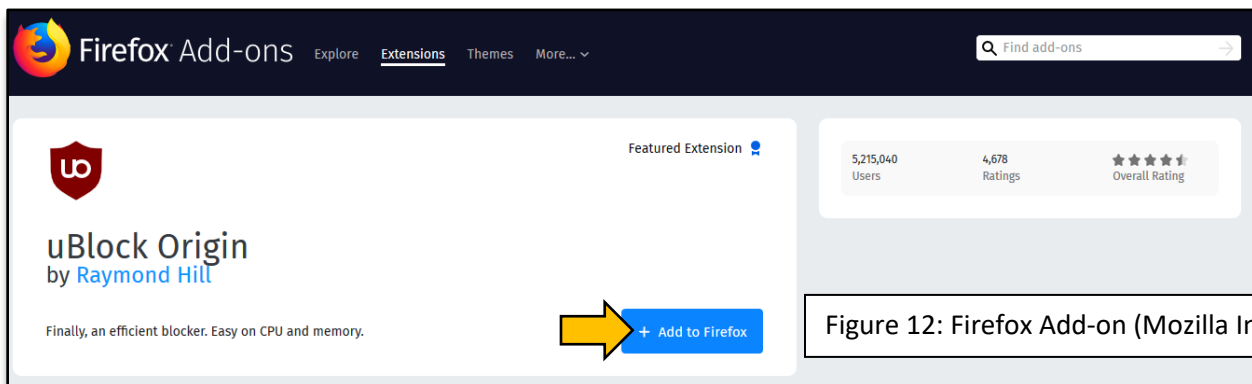


Figure 12: Firefox Add-on (Mozilla Inc., 2018)



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6. It will then show permissions required by the extension. If you agree to give the extension permission click "Add".

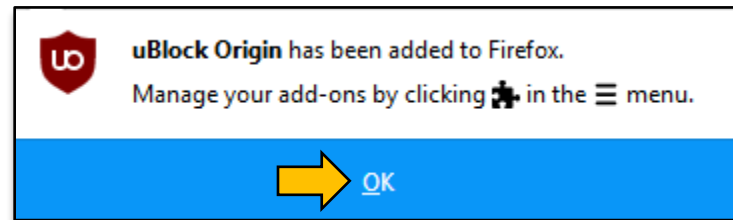
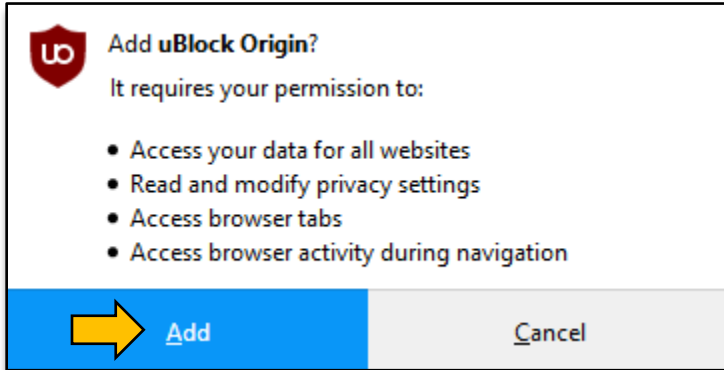


Figure 12-13: Firefox Add-ons (Mozilla Inc., 2018)

Setting Search Engine Preference

A search engine is a software system that is designed to search for specific information on the World Wide Web. After a search is submitted a results page will be displayed, showing a mix of web pages, images and other types of files. Some examples of a search engine would be Google, Bing, Yahoo Search and DuckDuckGo.

Picking Your Search Engine:

1. Click on the **Menu Button** (Right of the **Address Bar**).



2. On the drop down menu click "Options".
3. On the Search section, go to the Default Search Engine section and select one of the few options displayed.

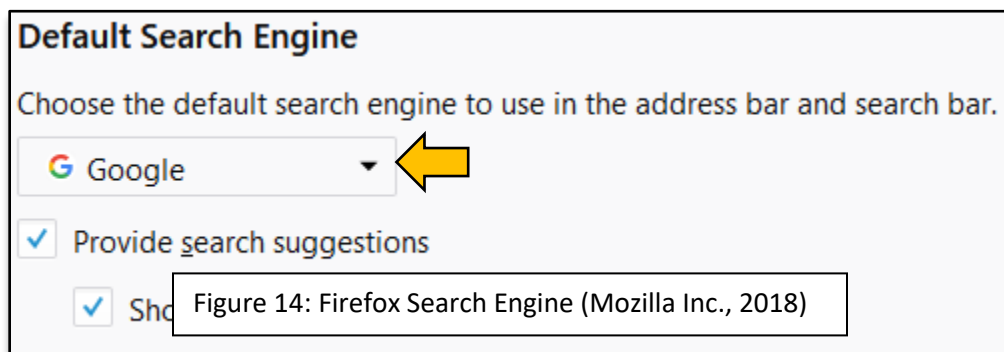


Figure 14: Firefox Search Engine (Mozilla Inc., 2018)



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Conclusion

At this point, you should have a basic grasp of the Mozilla Firefox web browser. You should be able to download Firefox, customize your Firefox experience and browse securely using one of the best web browsers available. More advanced guides can be found on Mozilla's website (<https://support.mozilla.org/en-US/products/firefox>).



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References

All screenshots were taken by Nicholas Platt within the Mozilla Firefox web browser application.