	COLEGIO SEMINARIO DIOCESANO DE DUITAMA-2026			
	AREA: Humanidades Lengua Extranjera			
	TERM: First	SKILL: Reading	SCORE: 4 pts	DATE: Thursday, March 5th
	CLASS:	OBJECT: To improve the reading skill		TIEMPO: 55 minutes

STUDENT: _____ SCORE: _____

Reading skills practice: How to be a safe and smart searcher – exercises

How to be a safe and smart SEARCHER

SEVERAL KEYWORDS WILL HELP TO FIND BETTER RESULTS. Use more than one keyword when you are doing a search. If you want to find out about seagulls, for example, search for bird seagull and not just 'seagull' – because seagull might also be the name of just about anything else, from a hotel to a documentary film.

EXACT REFERENCES CAN HELP YOU FIND WHAT YOU'RE LOOKING FOR. If you are looking for an exact phrase or sentence, e.g. "seagulls are very clever", type it between inverted commas ("") and only exact matches will be shown. This is useful when you want to find something you've already seen but lost.

AVOID COMMON WORDS like 'a' or 'the' in a search. These aren't always helpful and are usually unnecessary.

REMOVE UNWANTED RESULTS by adding a minus symbol (-). For example, seagull -hotel -film would leave out all references to hotels and films.

CHECK YOUR SPELLING. Make sure that you spell every word in the search box correctly. The smallest typing mistakes can bring unwanted results – especially when the mistyped word exists.

HAVE A FILTER. It's a good idea to filter your online searches, especially when you are searching for pictures. Ask an adult to help you add a filtering system. There are lots of filtering software options available.

EXPERIMENT WITH DIFFERENT SEARCH ENGINES until you find the one that's best for you. Some search engines personalise the results, so check out the option of using a search engine that doesn't do this and you will get different results.

RELIABILITY IS VERY IMPORTANT WHEN YOU ARE SEARCHING ON THE INTERNET. Always ask yourself, 'Is this reliable?' Don't make the mistake of believing everything you see. Some websites are unreliable and some information is false. Check your information on other websites before accepting it.

LIVEWORKSHEETS

1. Check your understanding: true or false

Circle *True* or *False* for these sentences.

1.	You should only use one keyword in a single search.	*True*	*False*
2.	Inverted commas are a useful way to find something you've already seen.	*True*	*False*
3.	Words like 'an' are unhelpful in a search.	*True*	*False*
4.	If your keyword could refer to a lot of different things, you can't avoid getting a long list of results.	*True*	*False*
5.	Small spelling mistakes aren't important.	*True*	*False*

2. Check your understanding: grouping

Write the tips in the correct group.

check the spelling of every word.	use words like 'a' or 'the' in a search.	use a filter for each picture search.	use inverted commas in a search.
believe all the information you see on the internet.	always use the same search engine without considering the alternatives.	use a minus symbol to avoid unwanted references.	always use a single keyword.

Do …	**Don't …**

LIVEWORKSHEETS