

Google Applications and Features

Google search features

Everyday Essentials



Weather To see the weather for many U.S. and worldwide cities, type "weather" followed by the city and state, U.S. zip code, or city and country.

Example:



Stock Quotes To see current market data for a given company or fund, type the ticker symbol into the search box. On the results page, you can click the link to see more data from Google Finance.

Example:



Time To see the time in many cities around the world, type in "time" and the name of the city.

Example:

Reference Tools



Calculator To use Google's built-in calculator function, simply enter the calculation you'd like done into the search box.

Example:



Book Search If you're looking for results from Google Book Search, you can enter the name of the author or book title into the search box and we'll return any book content we have as part of your normal web results. You can click through on the record to view more detailed info about that author or title.

Example:

Choosing Keywords



Synonym Search If you want to search not only for your search term but also for its synonyms, place the tilde sign (~) immediately in front of your search term.

Example:



Dictionary Definitions To see a definition for a word or phrase, simply type the word "define" then a space, then the word(s) you want defined. To see a list of different definitions from various online sources, you can type "define:" followed by a word or phrase. Note that the results will define the entire phrase.

Example:

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Spell Checker Google's spell checking software automatically checks whether your query uses the most common spelling of a given word. If it thinks you're likely to generate better results with an alternative spelling, it will ask "Did you mean: (more common spelling)?" Click the suggested spelling to launch a Google search for that term.

Example:

Local Search



Local Search If you're looking for a store, restaurant, or other local business you can search for the category of business and the location and we'll return results right on the page, along with a map, reviews, and contact information.

Example:



Movie Showtimes To find reviews and showtimes for movies playing near you, type "movies" or the name of a current film into the Google search box. If you've already saved your location on a previous search, the top search result will display showtimes for nearby theaters for the movie you've chosen.

Example:



Real Estate and Housing To see home listings in a given area type "housing", "home", or "real estate" and the name of a city or a U.S. zip code into the Google search box and hit the Enter key or click the Google Search button. Clicking the "Go" button on the results page will display details of individual homes that Google has indexed.

Example:

Trip Planning



Airline Travel Info To see flight status for arriving and departing U.S. flights, type in the name of the airline and the flight number into the search box. You can also see delays at a specific airport by typing in the name of the city or three-letter airport code followed by the word "airport".

Example:

Example:

Currency Conversion



To use our built-in currency converter, simply enter the conversion you'd like done into the Google search box and we'll provide your answer directly on the results page.

Example:

Query Refinements



Plus (+) Operator Google ignores common words and characters such as where, the, how, and other digits and letters that slow down your search without improving the results. If a common word is essential to getting the results you want, you can make sure we pay attention to it by putting a "+" sign in front of it.

Example:

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Related Search To search for web pages that have similar content to a given site, type "related:" followed by the website address into the Google search box.

Example:



Fill in the Blank Sometimes the best way to ask a question is to get Google to 'fill in the blank' by adding an asterisk (*) at the part of the sentence or question that you want finished into the Google search box.

Example:

Search by Number



Package Tracking You can track packages by typing the tracking number for your UPS, Fedex or USPS package directly into the search box. We'll return results that include quick links to easily track the status of your shipment.

Example:



Area Code To see the geographical location for any U.S. telephone area code, just type the three-digit area code into the Google search box and hit the Enter key or click the Google Search button.

Example:

Other searches

Images
Photos

Finance
Video

Blogs
Books

Documents
Froogle (prices)

Shopping

Communicate and connect



Google Calendar -- Google Calendar helps people manage their time. Not only can you organize your personal calendar, invite others to meetings and events, and keep track of RSVPs, but you can also create shared calendars that multiple people can view or edit. You always control who has access. The Google Calendar web application is accessible from anywhere, and you can even sign in from your mobile phone.

Sharing is built-in Invite others to meetings and track responses, share entire calendars with your contacts, or make your public event information available to the world.

Responsive, intuitive interface Drag-and-drop capabilities make it feel like a desktop application.

Integrated contact list Your contact list in Google Calendar is always in sync with Gmail.

Integrated into Gmail Gmail recognizes incoming meeting requests and invitations.

Security and privacy You choose who can view your calendar, when.

Integration You can integrate Google Calendar with other calendar-based programs.

Interoperability With Google Calendar Sync, your schedule automatically syncs between Google Calendar and Microsoft Outlook Calendar.

Supported browsers Microsoft Internet Explorer, Mozilla Firefox, Safari, and others.

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Gmail -- Gmail comes with helpful features to make email more useful, like award-winning spam and virus filtering, 7 GB of storage per account, powerful search to find messages as fast as you can search the web, and instant messaging built right in. The Gmail web application is accessible from anywhere, and you can even sign in from your mobile phone. Or if you prefer, you can access email from your favorite mail client like Outlook or Thunderbird using POP or IMAP at no additional cost.

Custom email addresses Your accounts use your own domain name, like jsmith@example.com.

Integrated contact list Gmail helps you keep track of your contacts by automatically remembering people.

Integrated instant messaging See who's online and instant message with them in real-time, right within the mail.

Integrated calendar features Gmail recognizes meeting requests and invitations.

Virus, spam and phishing protection Gmail uses powerful technology to effectively block viruses, filter spam, and alert you when you receive phishing messages.

IMAP, POP and mail forwarding Download messages from Gmail to applications like Outlook and Eudora, or POP messages from another email address into your Gmail inbox. Email forwarding gives you more flexibility by letting you check your mail from another email account.

Supported browsers Microsoft Internet Explorer, Mozilla Firefox, Safari, Opera, Mozilla, Netscape and others.

Gmail overview: <http://mail.google.com/mail/help/about.html>

15 Reasons To Switch To Gmail

1. Gmail spam filters **block 99% of the spam** that usually makes it to your inbox. Although Outlook 2007 had a good spam filter, I still usually got around 2 or 3 emails a week sneaking into my inbox... not with Gmail.
2. With Gmail you get to **keep your old email account**, and all incoming emails will be forwarded to your new Gmail account. Also, emails that you send from your new account will have your old email account in the "from" area.
3. You can **create Word docs, PDF's and spread sheets** with Gmail via the use of GoogleDocs.
4. Gmail allows you to **schedule events with the Google Calendar** that will notify you by email to remind you of an appointment or meeting. It can also send a reminder to the person or persons that you will be meeting with.
5. Gmail has something called 'Stars' and which allows you to **tag emails you find important**. You can actually do a search for 'Starred' emails and they all pop up, and as quick as a normal google search!
6. Your **emails are tabbed into a thread**, which means you no longer have to look for old emails... it is more like a **conversation window**.
7. You can **archive old emails** or whole conversations so that you can keep your Inbox clear.
8. You can set up filters and labels to **keep your Inbox organized and clutter free**.
9. It has a **fast, easy search function** which means you will never lose an email again. The search is as fast as a normal google search which is ace.
10. All your **emails are online** which means that you access your emails from anywhere, not just one computer.
11. Also, when your computer crashes, you **don't lose your emails or email addresses**.
12. **Free program**. Automatic, free, updates.
13. **No program conflicts** with other programs on your computer.
14. **Highly recommended** by computer magazines, professionals, and users
15. **Huge storage space** (over 7 GB) with Gmail... you will never have to delete an email again.

The basis for this list came from Computer Renaissance, because they think Google's service is the best.

These reviews rate Gmail #1:

http://email.about.com/od/freeemailreviews/tp/free_email.htm

<http://free-email-services-review.toptenreviews.com/>

<http://mylifereviewed.blogspot.com/2007/06/review-12-online-stuff-gmail-googles-e.html>

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Google Talk -- Google Talk provides a free and simple way to connect instantly with your contacts with instant messaging and free PC-to-PC voice calls anywhere in the world. You can even exchange files with your contacts using Google Talk, with no file size restrictions.



Web-based chat from the start page Chat with friends from right within your Google Apps start page.

Free PC-to-PC voice calls (VOIP) You can talk to anyone else who's online and has the Google Talk client.

Real-time file transfers and text messaging Send files and text messages to your contacts.

Integrated contact list Your Google Talk contact list automatically displays your most-used Gmail contacts.

Integrated into Gmail Instant messaging is built right into Gmail, so you can see who's online and instant message with them in real-time, right within the mail browser window.

Supported operating systems Windows 2000, Windows XP (Home & Pro), and Windows Vista.

Collaborate and publish



Google Docs -- Google Docs makes creating and collaborating on documents, spreadsheets, and presentations simple. Create and edit your own docs, and give co-workers access to your online files. Everyone shares the same online copy of each doc, so you can avoid the inconvenience of keeping track of attachments when people make changes. You always control who has access. The Google Docs web application is accessible from anywhere, and you can even sign in and view docs from your mobile phone.

New! Get started with templates Create professional looking letterheads, business cards, time sheets, and more.

Online document creation Create new documents from scratch, or upload saved documents from your computer.

Revision history Individual edits are kept so you can see who added and deleted what, when.

Search tools Just like Gmail, with Google Docs, you can search for a document you haven't edited in months.

Security and privacy You choose who sees your document, when.

Supported browsers Microsoft Internet Explorer, Mozilla Firefox, Mozilla and Netscape



The Start Page -- The Start Page lets you create a unique, dynamic place to preview your Gmail inbox, your Google Docs files and your Google Calendar, and search the web. You can customize the layout and content, choosing from thousands of handy [Google gadgets](#), such as maps, weather, Wikipedia, quotes of the day, virtual aquarium, "How to" of the day, Sudoku puzzles, calendar, area/zip code lookup, and several news sources.

Central access point Create a place to preview inboxes and calendars, and search the web.

Custom look and layout What-you-see-is-what-you-get interface.

Custom content Choose from Google's broad selection of gadgets.

Search tools Users can easily search across Google.com right from the Start Page.

Supported browsers Windows Internet Explorer, Mozilla Firefox, Safari, Netscape, Mozilla, and Opera

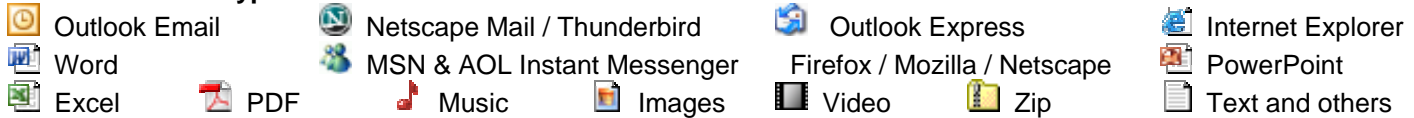
PC Desktop <http://desktop.google.com/features.html>

Google Desktop makes searching your computer as easy as searching the web with Google. It's a desktop search application that provides full text search over your email, files, music, photos, chats, Gmail, web pages that you've viewed, and more. By making your computer searchable, Desktop puts your information easily within your reach and frees you from having to manually organize your files, emails and bookmarks.



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Search these file types:



Toolbar http://toolbar.google.com/T4/index_pack_xp.html

New! Enhanced Search Box As you type a search query, you'll see a list of useful suggestions.

New! Custom Buttons Add buttons to your Toolbar that will let you visit and search your favorite websites.

New! Bookmarks Create bookmarks that you can access from any computer with the new Google Toolbar installed.

New! Send To Share web pages via email.

New! Google Account Sign-in Access point for Google services like Personalized Homepage, Google Groups and Gmail.

New! Search Settings Notifier Set your default search values to Google.

Earth <http://earth.google.com/>

Google Earth lets you fly anywhere on Earth to view satellite imagery, maps, terrain, and 3D buildings.

Maps <http://maps.google.com/>

Type in the address or U.S. zip code of a location and a map of that location will be shown. In addition to the “map” view, Maps has a “street view” with photos that can be rotated and zoomed. At the right is the street view photo for 2300 Fox Hill Circle.



At the left is the “satellite view”



Picasa

Organize, edit, share, and print digital photos. See the features:

<http://picasa.google.com/features/index.html>

Other Google features

Group websites

News readers

Information can also be obtained at these Google web pages:

http://www.google.com/a/help/intl/en/users/user_features.html

<http://www.google.com/help/features.html>