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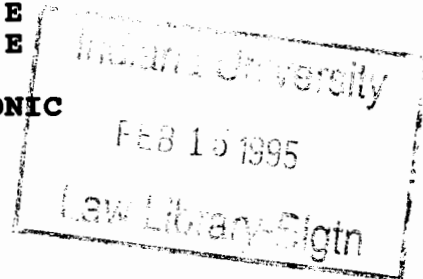
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ELERT: INDIANA UNIVERSITY LAW LIBRARY ELECTRONIC
RESOURCES NEWSLETTER 1.2 1/12/95
by Yolanda Jones

The Basics 2.0

This issue of ELERT will be devoted to "the basics" of accessing
information on the Internet from the Law School network. I will
concentrate on Telnet, FTP, World Wide Web and Gopher, which are
the most commonly mentioned retrieval methods in this newsletter.
This edition of ELERT will be sent with all subsequent editions.
This discussion is brief as my goal is to give you enough
information to get started. More detailed guides are currently
being written, and I will notify you when they are done.   Note:
I give more detail on the DOS based Internet tools than I do
Windows because the Windows tools have much better online help
features.

Telnet

The Telnet command allows you to establish a connection to a
remote computer via the Internet and manipulate that computer as
if it were your own. Telnet is one of the oldest, methods of
accessing information on the Internet, so I discuss it first.

The general procedure to using Telnet is to 1) Type **Telnet**, 2)
Type the Internet address and 3) Sign on with the correct login
and/or password.

To access telnet in WPOffice (DOS), tab to the "Communications"
section, select **Telnet**, and press [ALT][A]. At the "telnet>"
prompt, type the Internet address. A couple of good places to
try are the Library of Congress Gopher, **LCMARVEL** (marvel.loc.gov;
login, 'marvel'), the Washburn University Law Library **Virtual
Law Reference Desk** (law.wuacc.edu; login, 'reflaw'), and **Fedworld**
a gateway to many government agency bulletin boards
(fedworld.gov; login 'new' if this is your first time using the
service).

If you do not have the "Telnet" option on your Dos menu, contact
Bill Goveia. Alternatively, you can access telnet from outside
of the WPOffice Dos shell. Press [F7], and type 'telnet', at the
"f:/usr/xxx" prompt. Then follow the instructions in the above

paragraph. You can launch a telnet session from World Wide Web
(discussed later).   You can also access telnet from any of the
UCS Vax or Unix machines (gold, silver, jade, etc.)

FTP - File Transfer Protocol

File Transfer Protocol (FTP) allows users to transfer files from
remote computers connected to the Internet to a local computer.
Before the more advanced document retrieval systems such as
Gopher and World Wide Web, FTP was the primary way people
transported files of information to their local machines.

You can access FTP from the Law School Lan, UCS Vax and Unix
machines (Jade, Silver, etc.), and from Gopher and World Wide
Web. To use FTP from the "f:/usr/xxx" prompt, 1) type "cftp,"
2) At the FTP prompt, type "open [Internet address]" (also called
the FTP address in this instance-- note that some Internet
addresses for FTP sites begin with the letters "ftp"), 3) At the
'login' prompt type **anonymous** (if there is no login prompt, type
'log' or 'login' to activate it, and 4) at the password prompt,
type **"guest"** or your email address.

On the Vax and Unix machines, the general procedure is to 1) Type
the command **FTP**, 2) type the Internet address, and then follow
the steps listed above.

For example:

f:/usr/yjones>**cftp**
ftp>**open ftp.eff.org** (a large repository of files on civil
liberties and cyberspace)

FTP.EFF.ORG>**LOG**
  Foreign username: **anonymous**
<Guest login ok, send ident as password>
Password:**guest**
<Guest login ok, access restrictions apply.

Once you are in, you will have to 1) navigate between directories
to find files that you want and 2) retrieve the files. Just like
when navigating your own computer's directories, the command to
change directories is "cd" and the command to view a directory is
"dir." The sum of the directories a user must navigate to get to
the document is called a **PATH.**

When you find a file that you want, use the "get" command to
bring that file back to your computer. For example **get**

clipper_faq.txt. If you are transferring a computer program or
word processing document, you will have to type the **"bin"**
(binary) command before using the "get" command.

Or perhaps I should say, *IF* you find the file that you want. It
is often very difficult to find useful information amongst a
forest of cryptically named directories and files. Also, since
cannot view a file in an FTP archive, you have to transfer the
file to your machine and read it locally to find out whether the
file contains the information you desire.   FTP is most often
used when you have found the Internet address of the FTP archive
and the exact path to the file beforehand.

In the past few years several applications have been developed to
make finding and retrieving information on the Internet easier.
The two most popular are Gopher and World Wide Web.

Gopher

A Gopher is a computer program which allows the user to browse
information according to a menu format. Once an item is
accessed, the information can be viewed at the remote computer,
sent to the searcher (or someone else) via electronic mail, or
downloaded to the user's computer. A bit of trivia: the term
gopher refers both to the phrase "goes fer" and the fact that it
was invented at the University of Minnesota!

With gophers we enter the world of client/server software. The
part of the program which resides on your machine - the client -
connects to the program on the remote machine - the server -
which furnishes the information you desire. I bring this up
because often you hear of "gopher servers" or "web servers." You
have access to gopher and web clients through the Law School Lan.

The great thing about gopher is that, theoretically, you do not
have to know the Internet address of an item to find it in
"gopherspace." You simply follow the menus to find what you are
looking for.

You can access gopher through EZINFO and World Wide Web
(discussed later). There are also Windows based gopher programs
such as HGopher, which should be available on the network soon.
Today I will talk about EZINFO access. To get to EZINFO, tab to
the communications box. Select EZINFO (if not there, contact
Bill Goveia). Press [return] until the 'login' prompt appears.
At 'login' type [your login]. If you do not have one, you can
obtain it from UCS (send email asking for instructions to VALID).
At 'password' type [your password].

Next, press the space bar until you get to the 'enter your

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terminal type' prompt. **Term=(vt102)** should appear. If it does, press return. If not, type **vt102** and press enter.

Finally, the EZINFO menu should appear. Gopher should be the first option.

Once in gopher, you can use the arrow keys to explore the menu options presented (move the arrow to the desired line and press enter to retrieve the information). Or, press **'o'** (open a new resource) to go directly to an item if you already have a gopher address.

If you are dialing into EZINFO from a modem, typing **'D'** will download a file you are looking at to your local machine. If you are accessing EZINFO from the Law School Lan, you should type **'s'** to save the file to your EZINFO account.

If you find a resource you like, you can create a "Bookmark File" by typing **'a'** when you are looking at an individual file, or **'A'**, when you want to add to add an entire directory. All subsequent requests will be appended to the bookmark file. When you want to view your bookmark file, type **'v'**. You can use the arrow keys to select an entry, press [enter], and the gopher client will access that bookmark file entry just like any other gopher resource.

Finally, you can type **'s'** or **'/'** to search the text of gopher documents.

Type **'?'** to get a brief listing of gopher commands.

If you choose to open a resource, a box will appear where you can fill in the desired Internet address. Some good gopher sites are:

marvel.loc.gov - Library of Congress

honor.uc.wlu.edu port 1020 - Washington & Lee University Law Library (the default port in the "open" box is port 70, which is the port for most gopher services. Use the tab key to get to the "port" line and type in the given port number)

fatty.law.cornell.edu - Cornell Law School Legal Information Institute

wiretap.spies.com - a good all around archive. Lots of electronic journals and texts.

These four sites alone can provide hours of net exploring. Since gophers are arranged according to menus, you can select one menu,

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which has several submenus, etc.

Veronica

If you don't have hours to explore gopherspace, you can let
Veronica do your exploring for you. Veronica stands for "Very
Easy Rodent-Oriented Netwide Index to Computerized Archives." It
is an index to the titles of gopher menu items which can be
searched by keyword. Every week or so, part of the Veronica
program copies the menus of gophers registered with the "Mother
Gopher" at the University of Minnesota. The other part of
Veronica is a search interface. When you have a successful
search, Veronica will put together a customized gopher menu
including only items with your search terms.

You can get to **Veronica** from the Indiana University Gopher by
selecting "information services from around the world/search
titles in gopherspace using Veronica."

One drawback to Gopher is that since you don't have to know an
Internet address to use the system, it is very easy to access
information resources and have no idea where they are from. If
you ever become disoriented in gopherspace, type the '=' key.
This will pull up a screen that will at the least tell you the
Internet address which can be used to go directly to the item.

Getting Saved Files Back to the Law School LAN

When you type 's' to save a file in the EZINFO gopher, that file
is saved to your EZINFO account. You have to use **FTP** to transfer
that file back to the Law School LAN. These instructions also
apply to files you have saved from the EZINFO World Wide Web
client.

To access a file you have saved in the EZINFO Gopher or World
Wide Web, type 'q' to quit from the gopher or web. This should
bring you back to the EZINFO menu. Next, type '6' to exit to the
Unix shell. At the **ezinfo%** prompt, you may wish to type 'l' to
list the contents of your directory. This will keep you from
forgetting the filename when the time comes to FTP the file.

Now, type **[ALT T]**. This will activate FTP. At the **Name** prompt,
type your Law School LAN username. The **FTP>** prompt should then
appear. You can now use the **put** command to transfer the file.
An example appears below. Commands are in boldface.

```
ezinfo% l
IPWG;-Report--Wordperfect-version-5.1-
Intprop.wp,News,Using.doc,govdocs.html
```

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```
[AT THIS POINT I TYPE ALT T]
ezinfo% FTP 129.79.131.138
Connected to 129.79.131.138
220 PC Resident FTP 2.2TN/TC-D server, ready
Name (129.79.131.138;yjones) yjones
230 User logged in
ftp>put
(local-file) govdocs.html
(remote-file) govdocs.html (you can rename the file at this point
if you wish)
200 Command accepted
150 Opening connection
226 Transfer complete
11036 bytes sent in 0.00 seconds (2424.60 Kbytes/s)
ftp>quit
221 Goodbye.
ezinfo% exit (I am placed back at the EZINFO menu)
```

World Wide Web (WWW)

Briefly Described

World Wide Web uses hypertext to provide 'links' between the
words on the WWW screen ('web page') and information resources on
the Internet.   Users can access information by following the
'links' provided or by going directly going to the resource using
Uniform Resource Locators, which are describe below.

World Wide Web Addresses: Uniform Resource Locators (URLs)

The Uniform Resource Locator (URL) system was developed to allow
the WWW program, or client to quickly access a variety of
Internet resources. A sample URL follows:

http://www.whitehouse.gov

The term **http://** stands for *Hypertext Transport Protocol*, which
is the method the Web uses to transport data. The remainder of
the entry is the Internet address. The **http** designation usually
means that you are accessing a hypertext document.

The URL system also allows you to access other Internet resources
such as:

gophers   ---   **gopher://[address]**

ftp file archives --- **ftp://[address]**

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resources available via the Telnet remote login command ---
telnet://[address].

After you have explored the Net for awhile, you will find that
some popular sites, such as the Electronic Frontier Foundation,
have a gopher (gopher.eff.org), a web site (www.eff.org), an ftp
site (ftp.eff.org) and sometimes a telnet address as well. These
are all different ways to access the same computer archive files
and which way you choose becomes a matter of taste.

Good Web Sites

I suggest starting out by exploring the Law School home page.
This will allow you to access many of the best law related Web
resources. If you wish to practice connecting to sources
directly, try www.house.gov (House of Representatives, including
the full text of the United States Code), thomas.loc.gov (Library
of Congress Thomas system, including the full text of bills from
the 103rd Congress onwards), lcweb.loc.gov (Library of Congress
Web Site), www.law.cornell.edu, and www.fedworld.gov. You
should also try www.eff.org (Electronic Frontier Foundation),
www.whitehouse.gov, info.cern.ch (the home Web Page in
Switzerland, which is what the 'ch' part of the address
designates), and www.internic.net (a huge repository of
networking information, in particular, browse the materials under
'information services.'

A great places to start at the Indiana University Law School Web
Page are the "Subject Index for Law From the WWW Virtual
Library," and the "Legal Researcher's Internet Toolkit."

Web Browsers

There are several computer programs, generally called 'web
browsers,' which can be used to display WWW pages. I will
briefly discuss accessing information in four browsers, Lynx,
Mosaic, Cello, and Netscape. The look of the programs may vary
widely, but they all perform the functions described above.

LYNX - Access to the Web for those without Windows

Lynx is called a 'line browser,' meaning that all you see is
text, not images/graphics. It works just as well as the fancier
graphical interfaces you may have heard about, it is just not as
pretty. You should have an option "World Wide Web" in the
Communications section of the WPOffice (DOS) menu. If you do not,

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contact Bill Goveia. Highlight that option, and press enter. At the 'login' prompt, type 'www.' You should now see the Law School Home Page. You can also access Lynx via EZINFO. See the instructions for accessing EZINFO in the 'gopher' section, above. Once you are in Lynx, you will see the Indiana University Home page. To get to the Law School Home page, select: Internet Services on All IU Campuses/Law School.

At this point, you can use the [tab] and arrow keys to move to the hypertext links, which will appear as highlighted terms on the page. Press enter and WWW will go to the information connected to the highlighted term.

If you have an address, you can reach an item directly by typing 'g' (go). The "URL to open:" prompt should appear. At this point, you can type in the address. Remember that all URLs should begin with **http://** (web site), **gopher://** (gopher), etc. If you have not been given an address in URL format (for example, **www.whitehouse.gov**), you can often affix the correct URL beginning as long as you know what type of Internet service the address refers to. In our example, the **'www'** at the beginning of the White House address is a clue that the address is to a World Wide Web server.

Type **'p'** to bring up a menu which allows a choice of mailing a file, or saving it. If you access WWW through the **World Wide Web (Telnet)** option in the Communications menu, you do not have the option of saving files. The **save to a local file** option will appear on the EZINFO WWW, however. See the section on 'getting files back to the law school lan' in the previous section for instructions on transporting a file saved on the EZINFO WWW.

You can type '/' to search the text of a document you are viewing, and some WWW documents offer search forms for you to fill out. Command pointers are at the bottom of the screen, and you can type **H** for more details on Lynx commands. When you are done with your session, type **Q** to quit.

MOSAIC

Mosaic was the first 'graphical' web browser to gain widespread popularity. It allows you to access pictures and sound files and you must have Windows to run it.

When you start WPOffice for Windows, the MOSAIC icon should be visible. If it is not, contact Bill Goveia for instructions on how to make the program available on your machine. Click on the icon, and the IU Law Home Page should soon appear.

You can use the mouse to select the hypertext words (color underlined) which will take you to other information resources.

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To go directly to an item, select the FILE menu, then select OPEN URL. Type the URL address. Alternatively, you can click on the open folder icon on the Toolbar.

Select HELP to get more information on using MOSAIC.

CELLO

Cello is very similar to mosaic, but is a much more stable program (fewer crashes). It is strongly recommended that you use this as opposed to MOSAIC, unless you need to search "fill in the blank/box" search form screens (more on this later). To access Cello, start WPOffice for Windows, and click on the Cello icon. An information page will appear. Click on that, and you should soon see the IU Law home page.

As with Mosaic, you can use the mouse to select the 'links' to other Internet resources. Clicking on the gray triangle at the top left of the screen will take you back to the last accessed resource. To go directly to a resource, select JUMP from the main menu. Then, select LAUNCH VIA URL. A dialog box will appear. Type the URL address and press OK. Note that you can also launch telnet, ftp and gopher sessions from this menu.

You can create a "bookmark" for a document you are viewing. The bookmark allows you to create a personalized menu of resources without having to memorize many Internet addresses. Once you mark a resource, you can access it by selecting the menu item in the bookmark file.

To create a bookmark for a document you are viewing, 1) select JUMP, 2) select BOOKMARK, 3) click on MARK CURRENT DOCUMENT, 4) accept the suggested bookmark name by pressing enter, or assign a name to the book mark by typing text, 5) click on OK, and 6) click on QUIT to get back to the document being viewed.

When you are viewing a document, you can select FILE to get a choice of saving, mailing, or printing the document. If you choose to save a file in Cello, it will save to the directory in which the Cello program resides, unless you specify differently. For example, I might type **f:/usr/yjones/[filename]** in the dialog box so that the file will be placed in my main directory rather than in the Cello directory.

If you select SEARCH, and then CURRENT FILE while viewing a document, a dialog box will appear in which you can type your search terms. You can also try SEARCH/INDEX DOCUMENT. Some Web documents provide forms in which you can fill in your search terms. However, the current version of Cello does not read forms very well. You may see a "search" option but will not be given a box in which to enter your query. If you want to search using a

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"fill in the blank/box search form," and the SEARCH/CURRENT FILE
or SEARCH/INDEX DOCUMENT option does not work, you will have to
use another Web browser such as Mosaic, Netscape, or Lynx.

Select HELP, and then "How Do I ....?" to get more information on
using bookmarks, printing, and navigating in Cello.

NETSCAPE

Like Mosaic and Cello, Netscape requires Windows. And like the
other programs mentioned, if the Netscape icon is not visible
when you enter WPOffice for Windows, contact Bill Goveia.

Once you click on the Netscape icon, click on the "Open" box at
at the top of the screen or select the FILE menu, and then select
OPEN LOCATION to access a resource directly for which you have
URL. As with the other programs, use the mouse to select
hypertext links to other resources.

Use the left and right arrow boxes at the top of the screen to
move back and forth between web pages. Click on the house icon to
go back to the IULaw Home Page. If you selected a web page and
it is taking too long to tranfer, click on the box with the red
dot to stop.

To save the address of the web page you are looking at, select
"Bookmark," from the top of the screen, and then select "add
bookmark." Any time you select "bookmark," the address you saved
should appear. Highlighting the address and clicking on it
should take you to the resource without having to retype the
Internet address.

Select "go" from the top of the screen to view the titles of the
places you have accessed during the current session. Highlight a
title and click on it to go back to that resource.

To search for certain words on the Web page you are viewing,
click on the "Find" icon at the top of the screen.

Like Cello, select "File," to get a choice of printing or saving
a document.

Netscape is one of the newest graphical browsers, and it is
already winning many fans because of its stability and speed.
The only drawback is that while you can print documents from
Netscape, sometimes the fonts are irregular (ascii in one
paragraph and Times Roman the next). The printing will probably
improve with later versions of the program. I suggest that you
access the excellent "guided tour" that comes with the program to
get more information on using Netscape. Choose the GUIDED TOUR

button on the Netscape page.

FOR MORE INFORMATION

I know that I have talked about the various Internet tools in
only the briefest terms. To find out more, I suggest starting
with the excellent short guides to networking provided by
University Computing Services. They are all available online
through the IU gopher and web sites. They are also available via
the AIE (Academic Information Environment).

To access via WWW from Mosaic, Cello, Netscape, and the **World
Wide Web (Telnet)** option at the communications menu, select:

Other Legal Information Servers and all IU Servers/IU Home
Page/IU Bloomington/UCS Knowledgebase/Expanded KB Search (Use the
form provided to search for documents on your topic).

To access via WWW from EZINFO select:

IU Bloomington/UCS Knowledgebase/Expanded KB Search (Use the form
provided to search for documents on your topic).

To access via gopher, access EZINFO, select:

Computing Information & Help/UCS Computing Publications

or

Computing Information & Help/UCS Knowledge Base.

To access via AIE, access your VAX account (on jade, gold, rose,
coral, amber, aqua, etc.), and type **AIE** if the menu does not come
up automatically.

Then select [8] gopher/world wide web at IU, [10] articles on
gopher/world wide web, or [15] Network information services
(includes selections on ftp, telnet and other network commands).

I have also found on the net many guides on using the Internet
(with emphasis on finding law related resources). These
documents will be made available through the Law Library World
Wide Web page and a copies will be placed in the faculty library.
I will notify you when this has been done.

Finally, there are many books on the Internet in print. Several
are available in my office for browsing They include:

Ed Krol, *The Whole Internet User's Guide and Catalog* 2d.
ed(1994). Reference Office TK5105.875 .I57 1994.

Tracy LaQuey, *The Internet Companion*. Reference Office TK5105.875
.I57 L37 1994.

Brendan Kehoe, *Zen and the Art of the Internet* 2d. ed (1994).
Reference Office TK5015.875 .I57 L48 1994.

John R. Levine, *Internet For Dummies*. Reference Office TK5105.875
.I57 L48 1994.

John R. Levine, *More Internet For Dummies*. Reference Office
TK5105.875 .I57 L483 1994.

Mark Gibbs, *Navigating the Internet* (1993). Reference Office
TK5105.875.I57 S65.

In addition, you may want to consult *The Legal Researcher's
Internet Directory*, by Josh Blackman (Reference Office KF240.L46
1993/1994) for the Internet addresses of law related Internet
resources, and the *Internet Yellow Pages* (Reference Office
TK5105.875 .I57 H34 1994)for many non-law Internet addresses.

I hope that this brief overview of the "basics" of accessing the
Internet from the Law School LAN has been helpful. Please
contact me if you would like to have an individual session on
accessing materials via the Internet.