



Google Desktop On-a-Sheet

A free utility you'll wonder how ever lived without!

Doc written for MS Windows. Since '07 also exist for Mac!

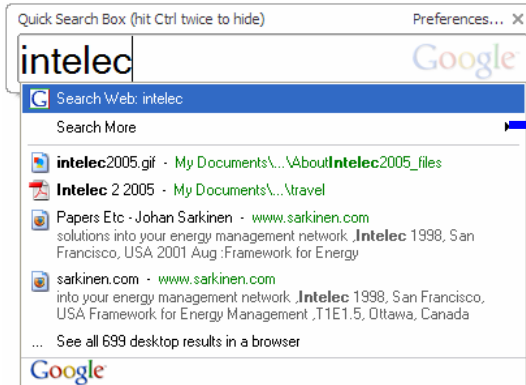
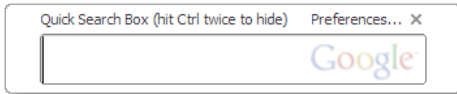
Imagine instantaneous search through all your emails and files on your hard drive – hundreds of thousands in a blink of a second. Plus all the powers of Google immediately available from your desktop. Few things increase personal efficiency this much!

Install

Download Google Desktop ('GD') from <http://desktop.google.com> (small file – less than 1.8MB, v5.7, Feb '08). Reboot may be required¹. First time indexing can take substantial time² (done in the background and you can work as usual meanwhile).

Use

Simply hit the **Ctrl** keyboard key twice to bring up the Quick Search Box:



As you type, matching items are immediately presented →

When you have this dialog:

- Enter To search the web
- Ctrl-D Desktop, in web browser
- Ctrl-F Froogle shopping
- Ctrl-I Images (Google's)
- Ctrl-K Tries to be smart
- Ctrl-N For News
- Ctrl-P Maps

(E.g. type *San Francisco* in the quick search dialog and try the different ctrl-options.)

Throw Anything at It!

You know, Google is so much more than 'just' a search machine and GD simply give you another interface to all its powers. E.g. advanced calculator ($3*3*pi$), conversions (e.g. metric – imperial; *100 mm to in; 1 in*), definitions (**define**: ISO), exchange rates (*100 sek in usd; 100 usd in eur*), find patents (**patent** 6238207), stock quotes (AAPL, T), weather (*weather plano tx*)... Addresses, phone numbers, tracking info (shipping)... Go ahead, hit **Ctrl** twice and throw something at it.

Extend

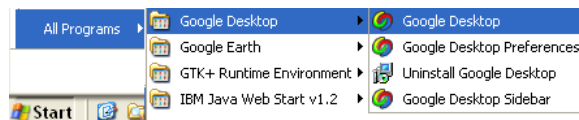
GD can be extended with both *Google Gadgets* (used in sidebar) and indexing plug-ins.

Standard (v5, Mar'07) indexing handle the following:

- | | | | |
|--|-----------------------|--|--|
| | Outlook Email | | Netscape Mail / Thunderbird |
| | Outlook Express | | Firefox / Mozilla / Netscape |
| | Word | | PDF |
| | Excel | | Music |
| | PowerPoint | | Images |
| | Internet Explorer | | Video |
| | MSN Instant Messenger | | Zip |
| | AOL Instant Messenger | | Text and others |
| | Google Talk | | more with indexing plugins [1] |

Examples of additional plug-ins:

- * **General CADD** indexes text entities stored in DWG, DXF, DGN, GXD, GCD and VCD files created by AutoCAD, General CADD Pro and other CAD programs.
- * **Google Earth Plugin** – say no more
- * **Larry's OpenOffice and StarOffice Indexer** index all OpenOffice.org and StarOffice 6 or later files, including text documents, spreadsheets, presentations and templates. Supported file types are SXC, STC, SXD, STD, SXI, STI, SXW, SXG, STW and STM. Added in version 1.01 is support for OpenDocument file types: ODT, OTT, ODG, OTG, ODP, OTP, ODS, OTS, and ODF.



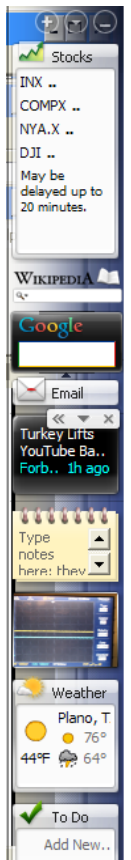
Restart

If ever Exit the application, restart via Start menu: (also noteworthy: access to Preferences, Uninstall)

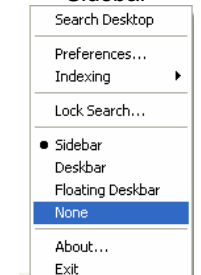
Resources

- [1] Goggle: <http://desktop.google.com>; extend: <http://desktop.google.com/plugins/>
- [2] Wikipedia: http://en.wikipedia.org/wiki/Google_Desktop
- [3] tips: <http://swedeteam.com/google/>
- [4] *Tips and Tricks for Hacking Google* (PCMag Nov '05) www.pcmag.com/article2/0,1895,1869915,00.asp

Sidebar w/ Gadgets



Tip! 'Turn-off' the Sidebar



Fun at start but can be a bit annoying over time.

¹ Uncertain under what circumstances reboot is required – v5.1 in Mar '07 did require, v5.7 in Feb '08 installed nicely w/o. (Windows XP, SP2.)
² Depending on how fast computer, other processes running, work done on computer indexing can vary widely. (The author has seen between tens of records/hr up to 20 000/hr. On one install, indexing of 400 000 documents and 50 000 emails took a few days. But, then all searched in a blink of a second when searching!)