

Here are some tips for your Google search settings.

If you want to change the Google menu labels and buttons to a different language than English, here's how.

Click on Settings, Search Settings, then in the sidebar, choose Languages. Choose the language you want, and click Save. Now everything in the Google search interface will be in that language.

Another thing you can change in the search settings is the number of results per page. Use the slider to show anywhere from only 10 per page, up to a hundred per page. If you are on a fast connection, you may want to show more results per page, so you don't have to keep clicking to the next page.

The next option is "personal results." There are a few things that happen when you have this turned on. Click "manage" to see what it will include. First, it will give you autocomplete predictions from your search history, since Google remembers what you searched for while logged in to your account.

It also includes personal results from your other Google accounts, like Gmail, Google Calendar, or Google Maps. For example, you can type, "my flights" or "my train tickets" and it will find reservations or tickets from email messages in your Gmail account. You're the only person who will see these results. If you don't like this, you can keep personal results turned off.

Another option is Region Settings. Most of the time you'll want to keep the default choice, which is "current region." But if you are preparing to travel to another country, you might want to change this.

For example, if I'm not currently in Rome, but planning to go there, I could set it to Italy, hit save, and then search for "vegan restaurants." You can see in the autocomplete choices that it's suggesting: "vegan restaurants Rome," (or Florence, Milan, and other cities). Remember to change it back to "current region" when you're back in your home location.

To remember these features and get more tips, you can bookmark our guide called Google Search Techniques.

See part one of this series for tips about Google Advanced Search. We also have another tutorial you might find useful called Using Google Scholar. Good luck with your Google searches!