

Favorites and Bookmarks

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These are shortcuts to your favorite webpages to make them easier to get back to. Searching for webpages every time you want them can be a source of viruses.

Edge

1. Bring up the webpage you want to save.
2. Click the 1st star button in the far upper right. (not the star with 3 lines)
3. Change the webpage name if you like. (1 or 2 words is best)
4. Choose the target location either "Favorites Bar" or "Other favorites"
5. Click the Done button.
6. To open your favorites in the future click the star button with the 3 lines.

If the Favorites bar does not show:

3 dots button, Settings, Appearance, scroll down right side, set "Show favorites bar" to "Always"

Firefox

1. Bring up the webpage you want to save.
2. Click the star button in the upper right.
3. Change the webpage name if you like. (1 or 2 words is best)
4. Choose the target location either "Bookmarks Toolbar" or "Other Bookmarks"
5. Click the Save button.
6. To open your bookmarks in the future depends on the buttons you see.
If you see a star button with an underline, click that then move down to "Other Bookmarks"
If you see a button with 4 vertical lines, click that to see a list of recently bookmarked webpages.

If the Bookmarks bar does not show: 3 lines button, Bookmarks, "Show bookmarks toolbar"

Chrome

1. Bring up the webpage you want to save.
2. Click the star button in the upper right.
3. Change the webpage name if you like. (1 or 2 words is best)
4. Choose the target location either "Bookmarks bar" or "Other bookmarks"
5. Click the Done button.

If the Bookmarks bar does not show: 3 lines button, Bookmarks, "Show bookmarks bar"

Moving and deleting favorites

To move your favorites around just left click and drag them.

To remove your favorites just right click on a favorite and choose "Delete"