

Saving Bookmarks/Favorites in Internet Explorer, Firefox and Chrome

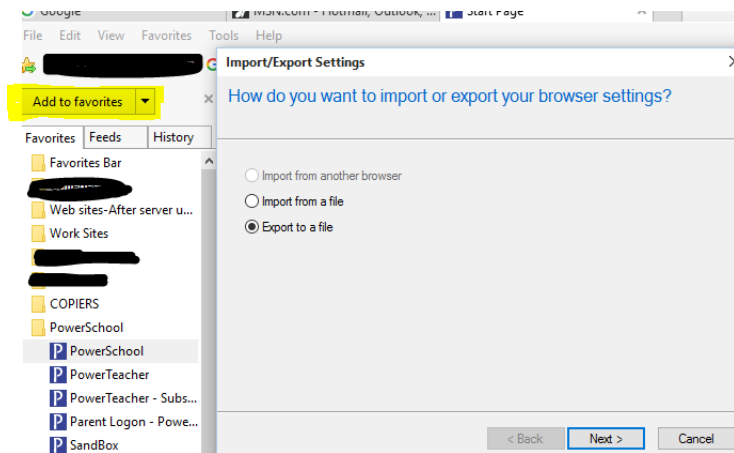
Internet Explorer

Click on the "star" to open your favorites and click the drop down next to add to favorites

Select import and export

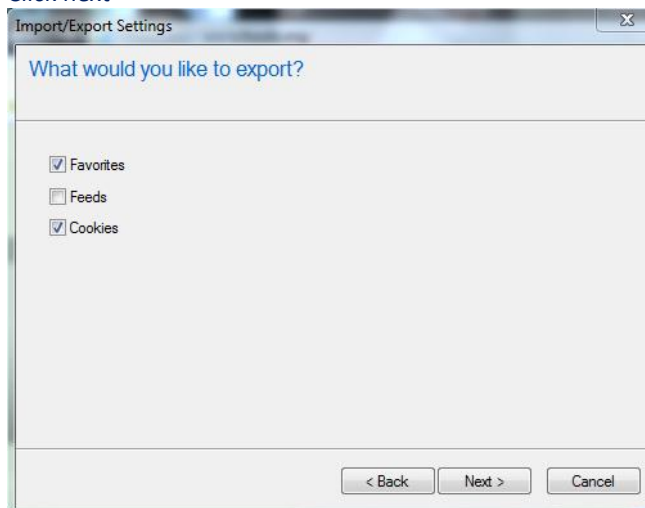
Select the radio button to export to a file

Click next



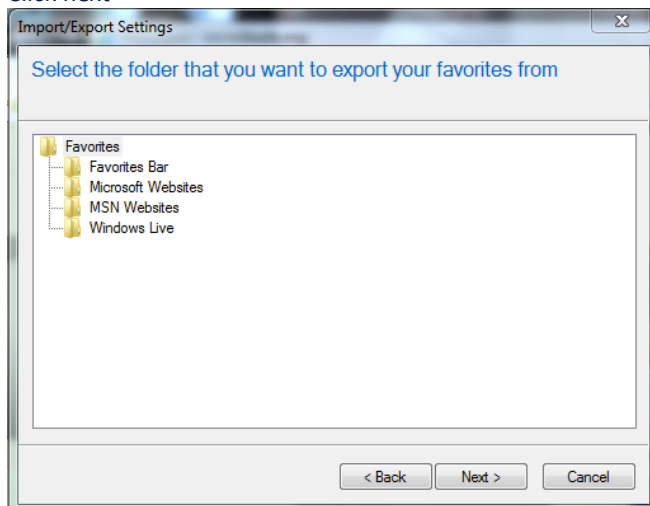
Select favorites and cookies

Click next



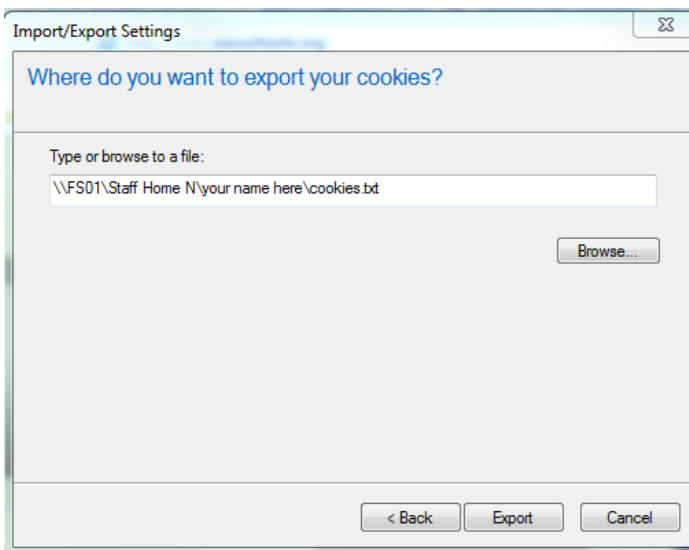
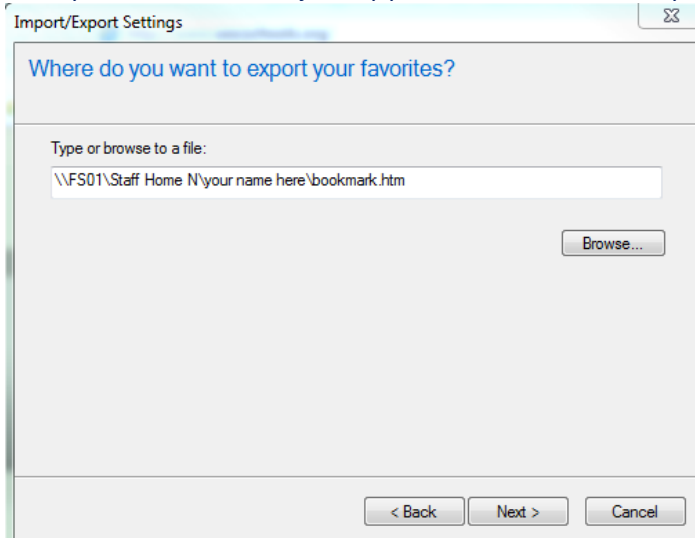
Select at the top favorites so it save everything in your list

Click next

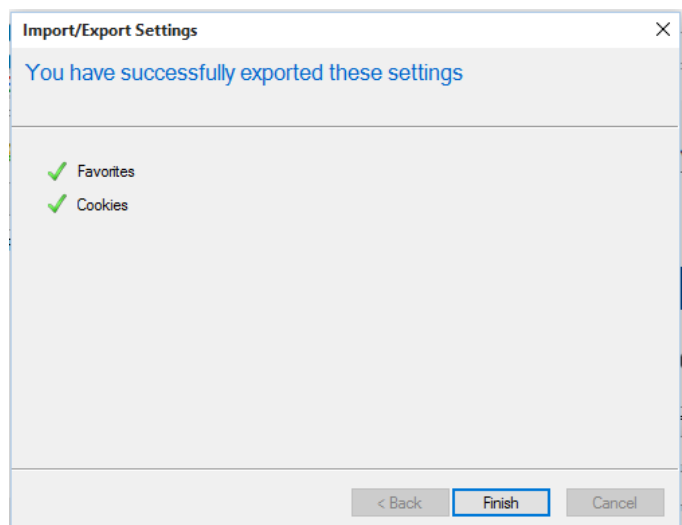


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Where you want to export, your staff home will be the default location let it go there. If you get a pop up that says it already exists would you like to overwrite just say yes, then do the same for your cookies file.



Once Successful click finish and then navigate to your staff home to see the files.



At the start of the school year you can then use the import feature and navigate to the files and import these files

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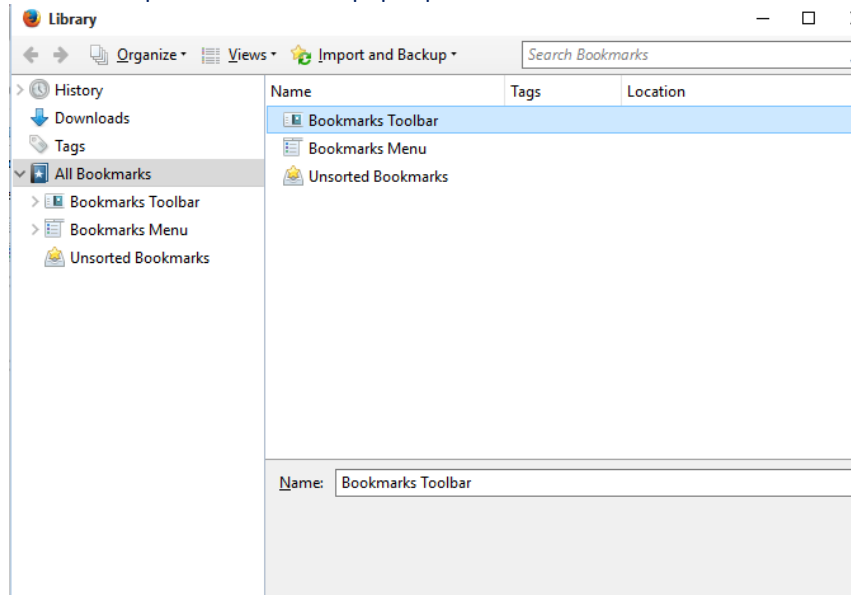
Firefox

On the top of the window click Bookmarks

Select show all bookmarks

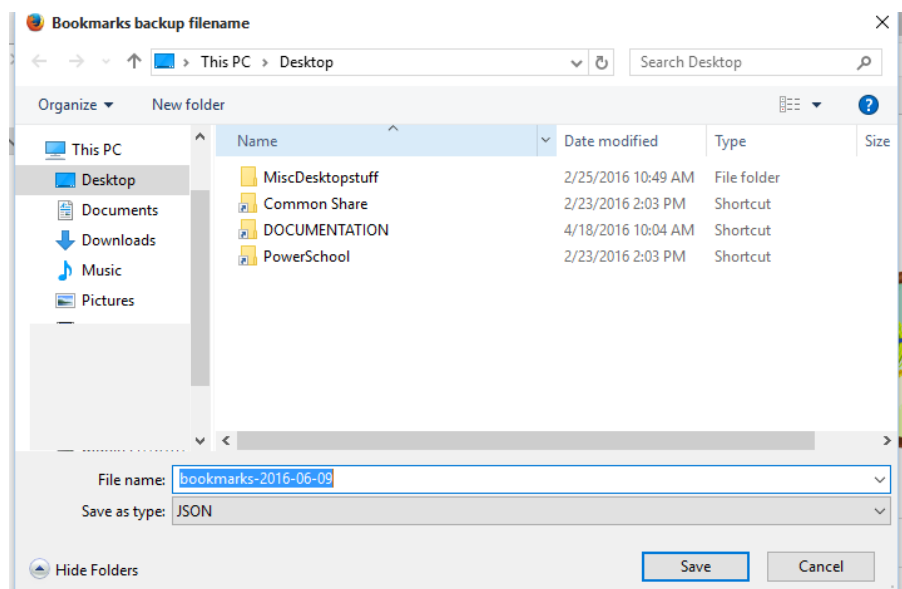
Click Import and Backup

Select Backup in the menu that pops up



Save file to your staff home by navigating there once the save window opens

Do not save to your local drive or to your desktop as these files will be deleted when the computer is imaged.



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Chrome

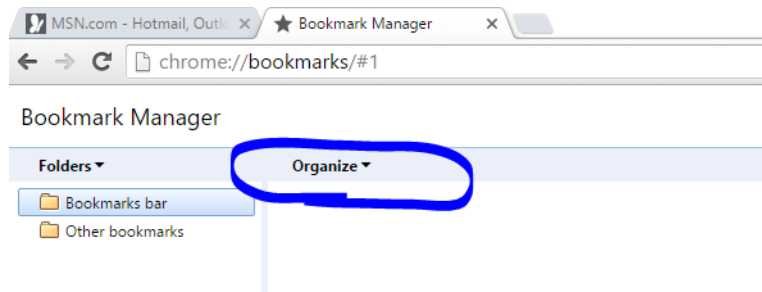
Select the 3 bars at the top right corner of the Chrome browser

Hover over bookmarks until the menu shows

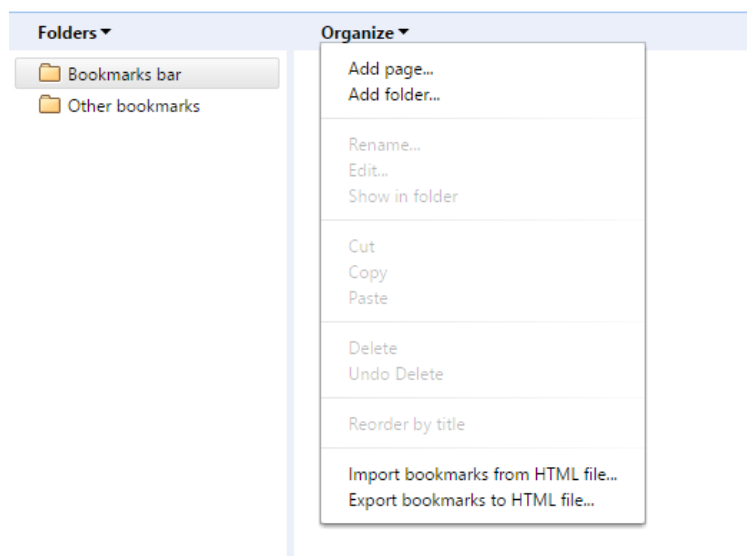
Select bookmark manager

Click on organize

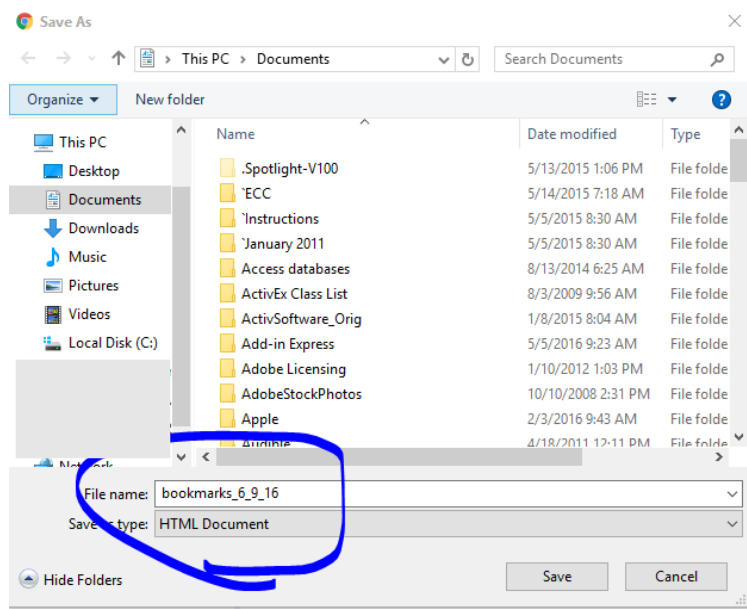
Select Export bookmarks to HTML file



Bookmark Manager



Select then navigate to your staff home to save the file



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