

THE COPPER RIVER FAMILY OF COMPANIES

Saving Browser Favorites



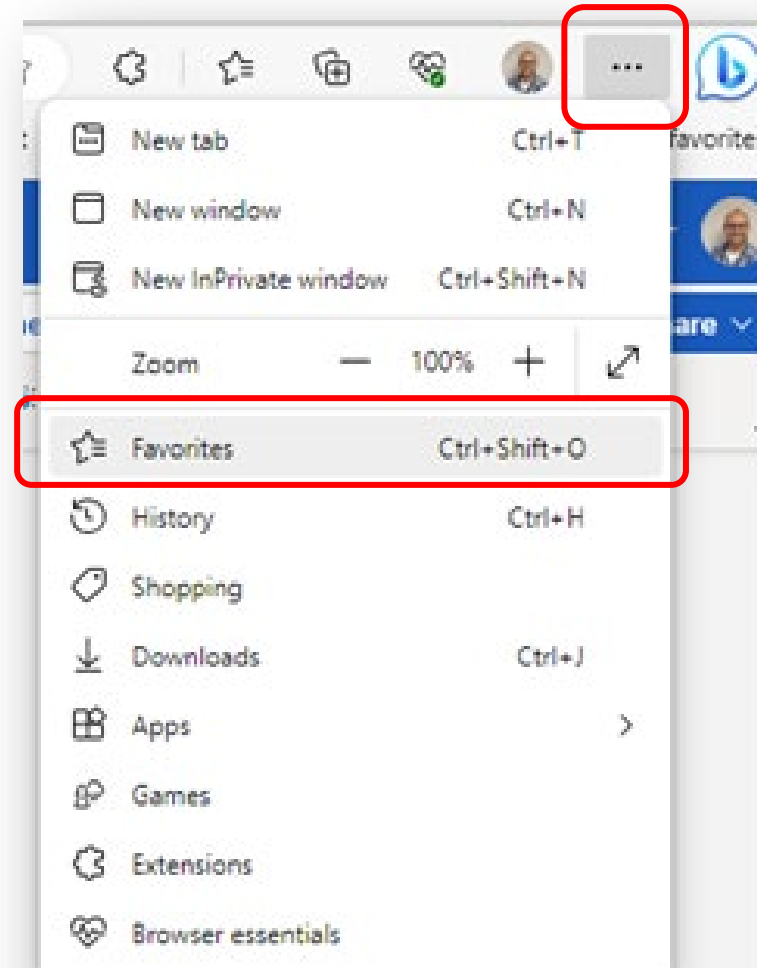
BROWSER FAVORITES

- Saving Favorites can help save time when restoring items back your Browser.
- **Note:** SharePoint favorites will need to be updated manually due to the Government Cloud domain change.

MICROSOFT EDGE

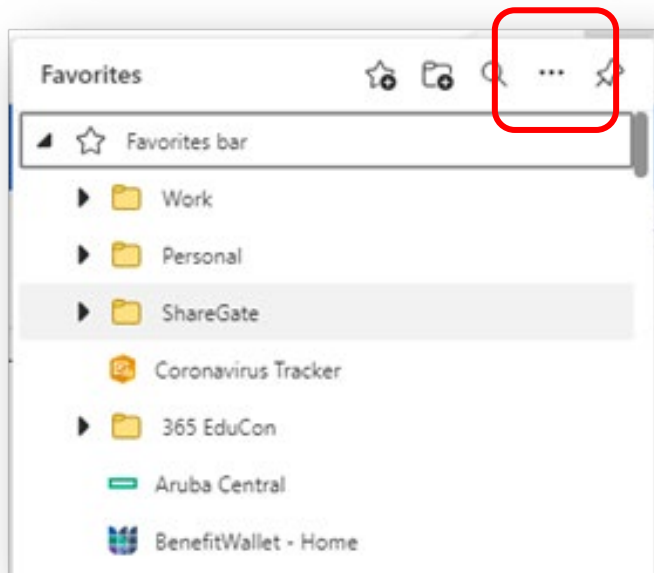
Open the **Edge browser** and click on the 3 dots (...) top right corner of the window to open settings menu

Choose **Favorites**

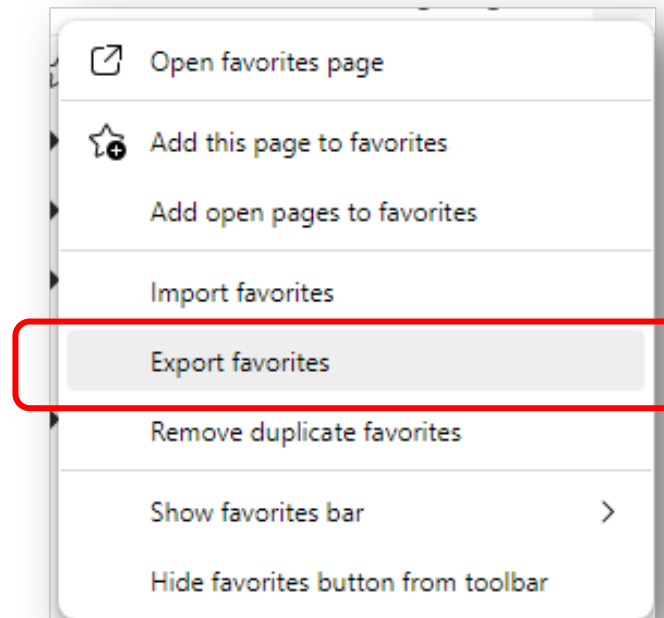


MICROSOFT EDGE

Now click the **3 dots (...)** in the Favorites menu to open more options



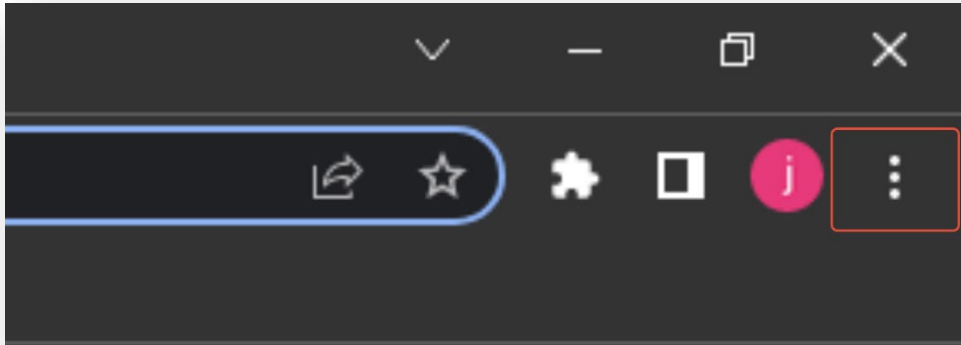
Select **“Export Favorites”**



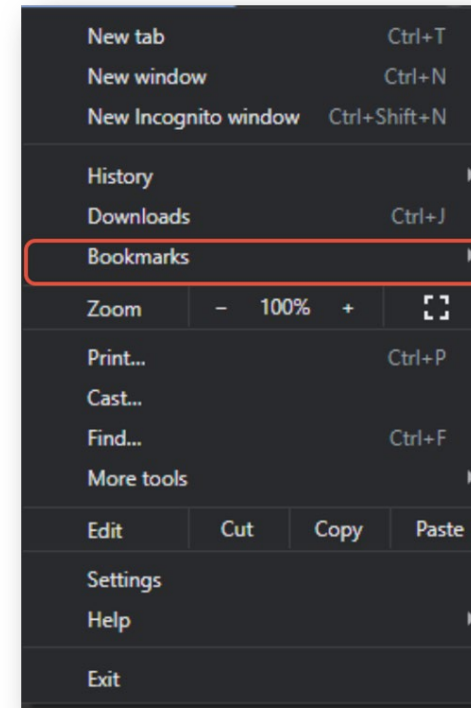
Name the file and save it to your **Desktop**, this will ensure **OneDrive** backs it up to your account and once your machine has been setup again, you can import the favorites.

GOOGLE CHROME

Click on the **three dots (ellipsis)** in the upper right-hand corner

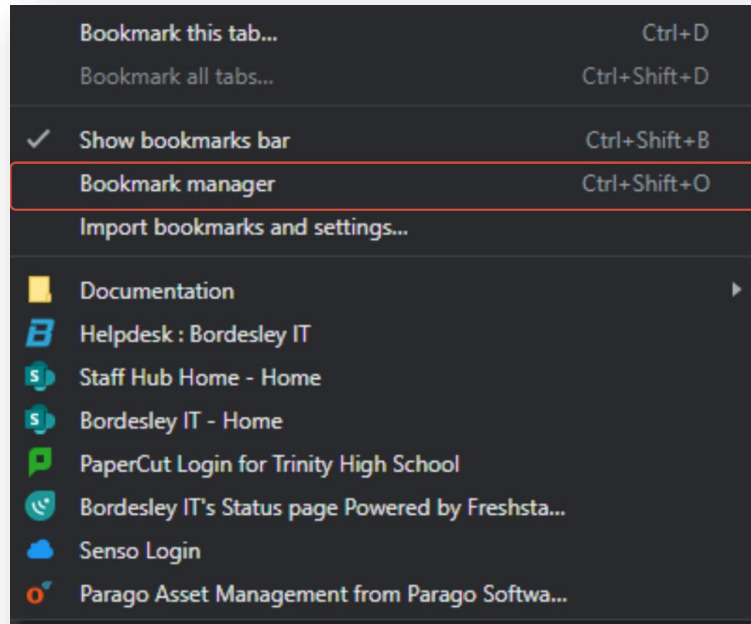


Click on "bookmarks" in the list

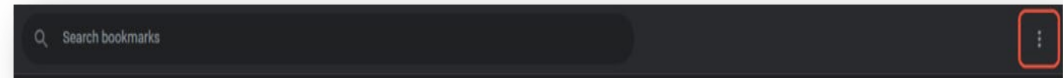


GOOGLE CHROME

In the list that appears after clicking on bookmarks, find and click on **bookmarks manager**

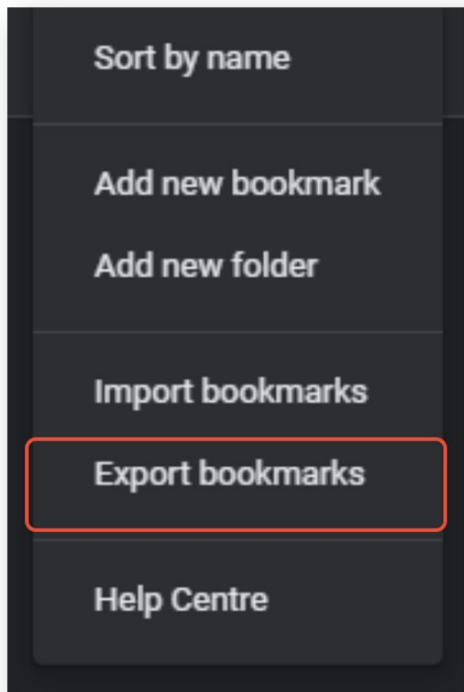


After clicking on bookmarks manager, it will open a new tab showing your bookmarks, to the right of the search bar click on the **three dots (ellipsis)**

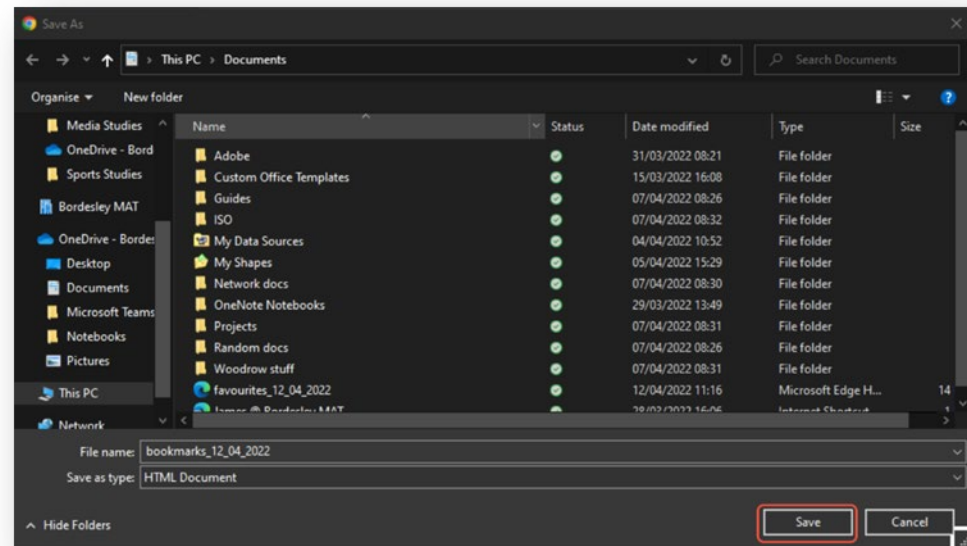


GOOGLE CHROME

In the drop-down menu select the option that is called “**export bookmarks**”



After clicking export it will open a save as window, navigate to where you would like to save the bookmarks in **My Documents** and click save in the bottom right, after you have clicked save your bookmarks have been backed up.





FOR ANY QUESTIONS, PLEASE
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