

From: dopmannouncement
Sent: Thursday, January 18, 2018 1:42 PM
To: DOPM All Users <DOPMAILUsers@uabmc.edu>
Subject: Computer Tip of the Week -- Saving Favorite Web Sites

Saving Favorite Web Sites

Brought to you by
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System Admin in MT-403



Situation:

I have Internet Explorer or Firefox bookmarks (favorite web sites) that I've accumulated and don't want to lose. How do I easily save those in case something happens to my computer?

Solutions:

For Internet Explorer

Click "Favorites" in tool bar



Click the DROP DOWN arrow next to "ADD TO FAVORITES"; choose "IMPORT & EXPORT"

Click "EXPORT TO A FILE" -> click "NEXT" -> click "FAVORITES" -> click "NEXT" -> click "NEXT"

Click "BROWSE" -> Choose your "H" drive from the pane on the left side

Change "FILE NAME" to something like "2018-1-4" ->click "SAVE"

For Firefox

Click "BOOKMARKS" in the top toolbar; choose "SHOW ALL BOOKMARKS" at the top of the submenu

Click "IMPORT AND BACKUP" -> Click "BACKUP"

Choose your "H" drive from the pane on the left side

Click "SAVE" button

Click RED "X" in the upper right corner of the "Library" pane

CONGRATULATIONS you've saved your favorite website

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?

Let us know at dopmHelp@uabmc.edu

To see an archive of past Tips of the Week: <http://www.uab.edu/medicine/dopm/help/totw>