

Creating Bookmarks/Favorites

What is a bookmark or favorite?

- This is a way of making your browser (Netscape or Internet Explorer) remember how to return to a web site.
 - Netscape uses Bookmarks.
 - Internet Explorer uses Favorites.
- A bookmark/favorite can be created for any web page you may want to return to in the future.
- **For Netscape:** Click on the word "Bookmarks" on the menu bar and select ADD BOOKMARK from the list.
- **For Internet Explorer:** Click on "Favorites" on your menu bar and select ADD TO FAVORITES from the list. Then click OK.
- You can also save your bookmarks/favorites lists!
- **To save your Netscape Bookmarks (using version 4.7):** Click on the word BOOKMARKS on the menu bar and select EDIT BOOKMARKS. Then select the word FILE in the menu bar of your Edit Bookmarks window. Choose Save As, type in a name for the list, and save the list either to your hard drive or to a 3 ½" disk.
- **To save your Internet Explorer Favorites (using version 5):** Choose FILE from the menu bar and select Import and Export. This will bring you to the Import/Export Wizard. Click NEXT. Choose Export Favorites and click Next. Then choose the folders you'd like to export from and click Next. You can choose to export your favorites into your bookmarks list for Netscape, you you can export them to another location such as your hard drive or a 3 ½" floppy disk. Click Next to finish this.
- To open your Bookmarks/Favorites file, follow the same steps. In Netscape instead of choosing Save As, choose Open Bookmarks File. In Internet Explorer, instead of choosing Export Favorites, choose Import Favorites.

- The only specific web pages you cannot create Bookmarks/Favorites for are pages with frames. Web sites with frames organize the

information on their web pages in a different way. Most of these sites have a table of contents or an index as a side bar with scroll bars. As you go through the contents of the web page, you'll notice that the URL, or web site address, does not change from the home page address.