EVMS TECH INTEGRATION: BACKUP BROWSER FAVORITES & BOOKMARKS

You may want to export your favorites/bookmarks from whatever browser you use and save them to a cloud service like OneDrive so you can re-import them after your computer is reconfigured. These steps explain how to export your bookmarks as an HTML file and save them to OneDrive, and then import them from OneDrive to your new machine. We've included instructions for Chrome, Firefox and Edge.

Chrome

Exporting Chrome bookmarks to OneDrive

1. Open Google Chrome and click on the three dots in the upper right corner.



2. Hover over **Bookmarks**, then select **Bookmark manager**.

			Downloads		Ctrl+J
	Rookmark this tab	Ctrl I D	Bookmarks		►
	Bookmark all tabs	Ctrl+Shift+D	Google Password Manage Extensions	r New	×
	Show bookmarks bar	Ctrl+Shift+B	Zoom –	100% +	53
	Bookmark manager	Ctrl+Shift+O			CL L D
/_	Import bookmarks and settings		Cast		Ctri+P

3. Click the three dots next to Bookmarks.



4. Click Export Bookmarks.

Sort by name
Add new bookmark Add new folder
Import bookmarks
Export bookmarks

Information Technology Services

www.odu.edu/its 2 (757) 683-3192 itshelp@odu.edu 1100 Monarch Hall oduitshelp Yodu_its 5. Select your OneDrive folder (with blue cloud icon), and click **New folder**.

Save As	
\leftarrow \rightarrow \checkmark \uparrow \bigstar Aaron - Old Dominion Universit	у >
Organize 👻 New folder	
> 🦱 Aaron - Old Dominion University	Name
	Apps c

6. Name the new folder **Bookmarks**.

← → ∨ ↑ ▲ > Aaron - Old Dominion University > ∨							
Organize 🔻 New folder	Organize Vew folder						
> 📥 Aaron - Old Dominion University	Name	Status	Date modified	Туре			
	Apps	0	5/26/2023 3:05 PM	File folder			
📒 Desktop 📌	Bookmarks	Ø	9/18/2023 10:53 AM	File folder			

7. Rename the file **Chrome Bookmarks** and click **Save**.

File name:	Chrome Bookmarks		~		
Save as type:	HTML Document				
de Folders		Save	Cancel		

Importing Chrome bookmarks from OneDrive

1. Open Google Chrome and click on the three dots in the upper right corner.



2. Hover over **Bookmarks**, then select **Import bookmarks and settings**.



3. Click the settings drop-down and select **Bookmarks HTML File**.



4. Click **Choose File**.

Import bookmarks and setting	s
Bookmarks HTML File 🔹	
Select items to import:	
Favorites/Bookmarks	
	Cancel Choose File

5. Select the Chrome Bookmarks file from your OneDrive location, and click **Open**.

Organize 👻 New folder						≡	• 0	
> 📥 Aaron - Old Dominion University	Name	Status	Date modified	Туре	Size			
	Chrome Bookmarks	Ø	9/18/2023 10:59 AM	Microsoft Edge H	9 KB			
I								
🛩 💻 This PC								
> 🏭 Local Disk (C:)								
File name: Chrome Bookmark	re .					 HTML Document		~
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6. Your Chrome bookmarks should now be imported into Edge.



Firefox

Exporting Firefox bookmarks to OneDrive

1. Open Firefox and click the three lines at the top right.



2. Click Bookmarks.

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er address		\bigtriangledown	≡			
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New tab		Cti	·l+T			
New window		Ctrl+N				
New private window		Ctrl+Shif	t+P			
Bookmarks			>			
History			>			

3. At the bottom, click **Manage bookmarks**.



4. In the Library window, click **Import and Backup**, then select **Export Bookmarks to HTML**.



5. Select your OneDrive folder (with the blue cloud icon), and click **New Folder**.

C Save As	
\leftarrow \rightarrow \checkmark \uparrow \bullet > Trisha Mae - Old	Dominion University
Organize 👻 New folder	
> 🥌 Trisha Mae - Old Dominion University	Name
	🚞 Attachments

ITS

Backup Browser Favorites & Bookmarks

6. Name the new folder **Bookmarks**.

\leftarrow \rightarrow \checkmark \uparrow \bigstar > Trisha Mae - Old D	- Old Dominion University > V C Search Trisha Mae							
Organize 🔻 New folder								
> 🥚 Trisha Mae - Old Dominion University	Name	Status	Date modified	Туре				
	Attachments	٥	3/21/2023 9:45 AM	File folder				
🔄 Desktop 🖈	Bookmarks	Ø	9/19/2023 8:36 AM	File folder				

7. Rename the file **Firefox Bookmarks** and click **Save**.

	FITETOX DOOKITIATKS					~
Save as type:	HTML Files					~
e Folders				Save	Cancel	

Importing Firefox bookmarks from OneDrive

1. Open Firefox and click the three lines at the top right.

ۏ New Tab	× + -		×
\rightarrow C	Q Search or enter address	\bigtriangledown	≡

2. Click **Bookmarks**.

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r address		\bigtriangledown	≡
Sync and save data		Sign I	n
New tab		Ctr	·l+T
New window		Ctrl	+N
New private window		Ctrl+Shif	t+P
Bookmarks			>
History			>

3. At the bottom, click **Manage bookmarks**.

Manage bookmarks	Ctrl+Shift+O
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4. In the Library window, click **Import and Backup**, then select **Import Bookmarks from HTML**.

ڬ Library			
\leftarrow \rightarrow $ Organize \sim := View$	ws ~	↓↑ Imp <mark>ort and</mark> Backup ~	
> 🕓 History	Nam	<u>B</u> ackup	
🕁 Downloads		Restore	>
> 📎 Tags		<u></u>	·
🗸 🚖 All Bookmarks		Import Bookmarks from HTML	
📧 Bookmarks Toolbar		Export Bookmarks to HTML	
> 🧮 Bookmarks Menu		Inspert Data from Another Browner	
C Other Bookmarks		Import Data from <u>A</u> nother Browser.	

5. Select the Firefox Bookmarks file from your OneDrive location, and click **Open**.

O Firefox bookmarks	\odot	9/19/2023 9
Firefox bookmarks	 ✓ HTML Files 	~
	Open	Cancel

6. Your Firefox bookmarks should now be imported into Firefox.



Microsoft Edge

Exporting Edge bookmarks to OneDrive

1. Open Microsoft Edge and click on the three dots in the upper right corner.



2. Select Favorites.

	☆)	CD	Ē	~~	
	New tab			Ctrl+	т
	New window			Ctrl+	N
La La	New InPrivate window		Ctrl	+Shift+	N
	Zoom	-	100%	+	2
દ'≡	Favorites		Ctrl	+Shift+	0
5	History			Ctrl+	Н

3. Click the three dots next to Favorites.



4. Click Export favorites.



5. Select your OneDrive folder (with blue cloud icon), and click **New folder**.

C Save As	
\leftarrow \rightarrow \checkmark \uparrow \bullet > Trisha Mae - Ole	d Dominion University
Organize 👻 New folder	
> 🧢 Trisha Mae - Old Dominion University	Name
	Attachments

6. Name the new folder **Bookmarks**.

\leftarrow \rightarrow \checkmark \uparrow \bullet > Trisha Mae - Old	Dominion University >		~ C Search	n Trisha Mae - (
Organize 🔻 New folder				
> 🦲 Trisha Mae - Old Dominion University	Name	Status	Date modified	Туре
	Attachments	٥	3/21/2023 9:45 AM	File folder
🛄 Desktop 🖈	Bookmarks	Ø	9/19/2023 8:36 AM	File folder

7. Rename the file **Edge Bookmarks** and click **Save**.

File name:	Edge Bookmarks				~
Save as type:	HTML Document				\sim
e Folders		Sa	ave	Cancel	

Importing Edge bookmarks from OneDrive

1. Open Microsoft Edge and click on the three dots in the upper right corner.

6	New tab	×	+		—	×
2	Search or enter web address	☆	C)	Ē	~~	 b

2. Select Favorites.

	☆)	C	Ē	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	
	New tab			Ctrl+	т
	New window			Ctrl+	N
L.	New InPrivate window		Ctrl	+Shift+	N
	Zoom	-	100%	+	2
€≡	Favorites		Ctrl	+Shift+	0
5	History			Ctrl+	н

3. Click the three dots next to Favorites.



4. Click Import favorites.



5. Under Import from other browsers, click Choose what to import.

nport from other browsers	
Import browser data now	Choose what to impor
Import favorites, passwords, history, cookies and c	other browser data from another

6. Under **Import from**, click the dropdown arrow, then select **Favorites or bookmarks HTML file**.

mport from	
Google Chrome	\sim
Google Chrome	
Microsoft Internet Explorer	
Favorites or bookmarks HTML file	
Passwords CSV file	

7. Check the box next to **Favorites or bookmarks**, then click **Choose file**.

Import browser data					
Import from					
Favorites or bookmarks HTML file \sim					
Choose what to import Favorites or bookmarks					
Choose file	Cancel				

8. Select the Edge Bookmarks file from your OneDrive location, and click **Open**.

	Name	Status	Date modified
(👂 Edge Bookmarks	0	9/19/2023 8:42 AM
_			
e: E	dge Bookmarks	→ HTML Doc	ument 🗸
		Open	Cancel

9. Your Edge bookmarks should now be imported into Edge.

