OLD DOMINION UNIVERSITY

Backup Browser Favorites and Bookmarks

We recommend you backup your favorites/bookmarks before any upgrade in the event they are not preserved. You can export your favorites/bookmarks from the browser you use, then save them to a location that is not local to your PC (a cloud or network drive). These steps will explain how to export your bookmarks as an HTML file that you can import into another browser or on another computer.

Chrome

- 1. Open Chrome.
- 2. At the top right, click **More**.

3. Select Bookmarks, then Bookmark Manager.

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Import bookmarks and settings		Find	Ctrl	+ F

4. At the top right, click **More** , then **Export Bookmarks**.

Bookmarks	Q Search bookmarks	Sort by name
		Add new bookmark
Bookmarks Bar		Add new folder
Other Bookmarks		Import bookmarks
		Export bookmarks
		Help center

5. Choose the location you want to save your bookmarks, and click **Save**.

You can also sync your Chrome bookmarks to your Google account if you prefer: <u>https://support.google.com/chrome/answer/165139</u>.

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Firefox

- 1. Open Firefox.
- 2. Click the Menu button at the top right, then click **Bookmarks**. Scroll to the bottom and click **Manage Bookmarks**.



3. In the Library window, click **Import and Backup**. Then choose **Export Bookmarks to HTML...**

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4. Choose where you want to save the exported Bookmarks file and click **Save**.

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- Backup Browser Favorites and Bookmarks
- 5. Close the Library window.



Microsoft Edge

- 1. Open Microsoft Edge.
- 2. Click on the star icon in the upper right corner, then click the **More Options** icon (next to the the magnifying glass).



3. Select Export Favorites.



4. Browse to where you want to save the exported Favorites file. Click **Save**.



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