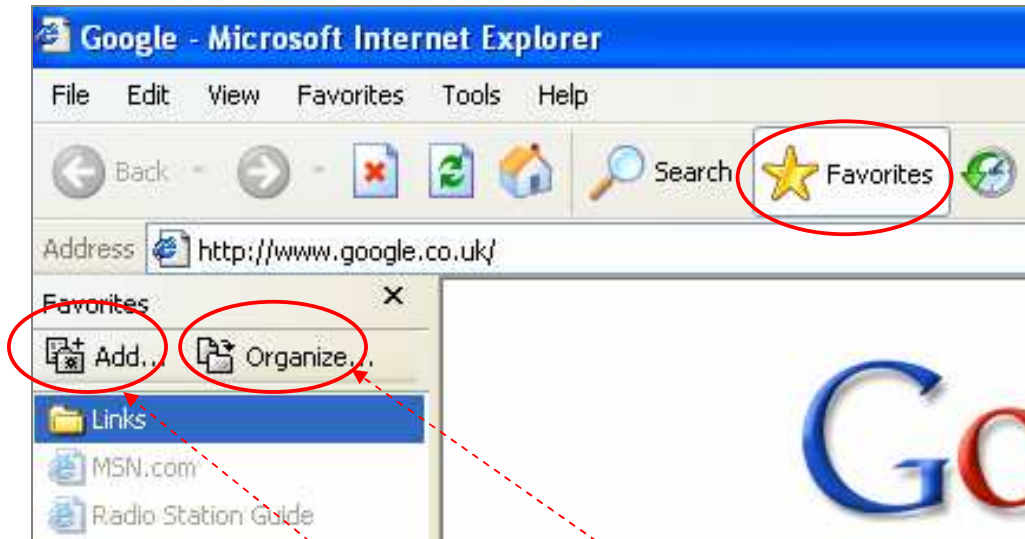
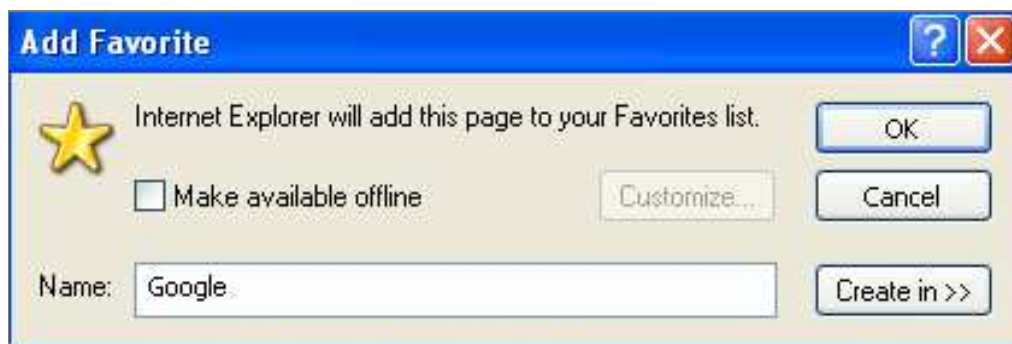


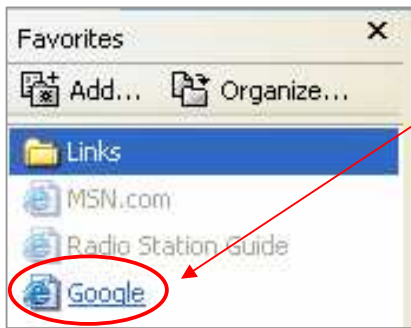
Saving Favourites in Internet Explorer

- ❖ Favourites provide a way of saving links to your 'favourite' web sites so that you can easily find them again.
- ❖ Favorites can be accessed from the toolbar in the browser:



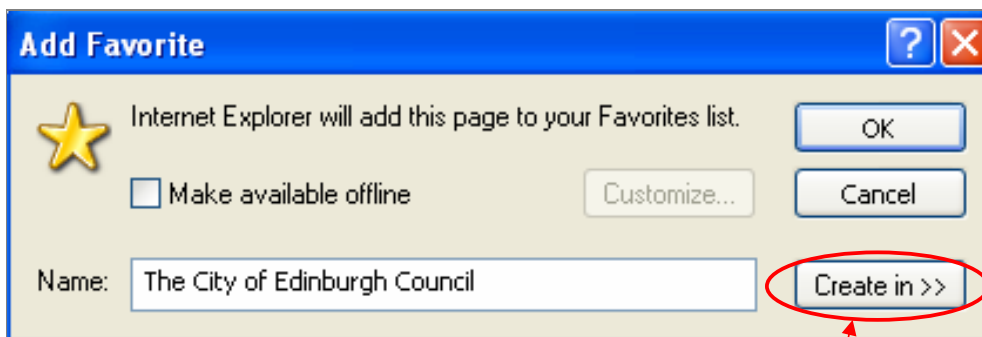
- ❖ Clicking on the favourites button allows you to toggle favourites on (as in this diagram) or off, when the side bar closes ~ why not try opening & closing favourites to see how it works!
- ❖ Opening favourites allows you to **Add** favourites & **Organise** them too.
- ❖ Clicking on the '**Add**' button opens a box that lets you save the page straight into favourites, or to open a folder to save it into:



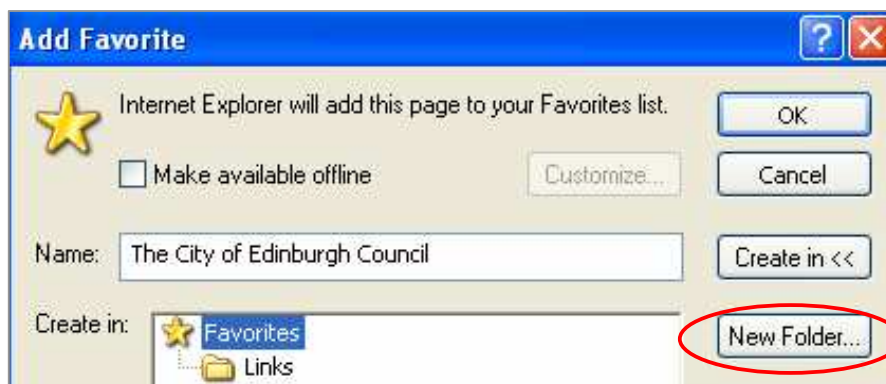


❖ Clicking **OK** will save the Google link straight into Favourites.

❖ Next I want to save 2 Edinburgh web sites into my favourites, so I think I'd better set up an '**Edinburgh**' folder to save them in.

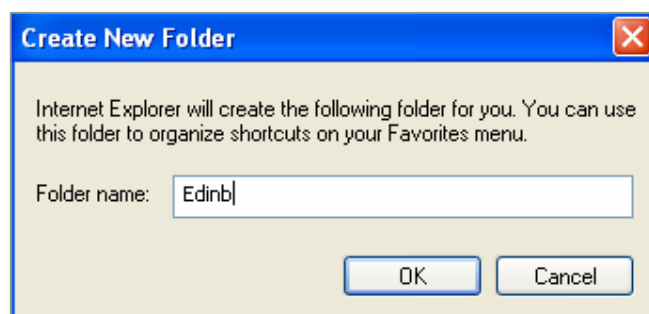


❖ After clicking the '**Add**' button, click on '**Create in >>**'...



❖ Now click on '**New Folder**'

❖ Name the folder: '**Edinburgh**' & click **OK**



- ❖ The **Edinburgh** folder has now been created & is selected (highlighted) ready to have the City of Edinburgh



council link saved into it when you click 'OK'.

- ❖ Now open the web page for the '**Edinburgh Evening News**' and follow the steps described above:
 - Click on '**Add**'
 - Select the **Edinburgh** folder by clicking on it & then click on '**OK**'... and your choice will be added
- ❖ When you want to go back to one of your saved sites, click on the **Favourites** button to open your favourites, then click on the Edinburgh folder to open it, & select the Edinburgh web site of your choice...

