

COPYING FAVORITES AND BOOKMARKS TO ANOTHER COMPUTER

Copying Internet Explorer Favorites and Netscape Bookmarks

If you have developed an extensive list of Internet Explorer Favorites or Netscape Bookmarks on one computer, you can copy that list and put it on other computers by using the Web browser's exporting and importing tools.

Copying Internet Explorer Favorites onto a Floppy Disk

The Export function in the Import/Export Wizard will copy Favorites by folder to any location you want them to be copied to. The end result will be an HTML file (Web page) that you can view in a browser.

1. Put a floppy disk into the disk drive.
2. Open **Internet Explorer**.
3. Click **File** and select **Import and Export**. The Import/Export Wizard opens.
4. Click **Next** to begin the wizard.
5. Select **Export Favorites** and click **Next**.
6. Select the Favorites folder if you want to copy the entire list of Favorites. Select a specific folder if you want to only copy a specific set of Favorites. Click **Next**.
7. Type **A:\favorites.htm** in the **Export to a file or address** box. Click **Next**.
8. Click **Finish**. The Favorites are copied to the floppy disk.

Copying Netscape Bookmarks onto a Floppy Disk

1. Put a floppy disk into the disk drive.
2. Open **Netscape Navigator**.
3. Click **Bookmarks** and select **Manage Bookmarks**. The Bookmarks window opens.
4. Click **File** and select **Export Bookmarks**.
5. Click the downward-pointing arrow next to the Save in box and select **3 Floppy (A:)**.
6. Click **Save**. The bookmark file is saved on the floppy disk.
7. Close the Bookmarks window. Close the Netscape window.

Putting the Copied Favorites or Bookmarks onto Another Computer

1. Put the floppy disk that contains the copied Favorites or Bookmarks into the disk drive.
2. Open **Internet Explorer**.
3. Click **File** and select **Import and Export**. The Import/Export Wizard opens.
4. Click **Next** to begin the wizard.
5. Select **Import Favorites** and click **Next**.
6. Click the **Browse** button. The Select Bookmark File dialog box opens.
7. Click the downward-pointing arrow next to the Save in box and select **3 Floppy (A:)**.
8. Select the Bookmark or Favorites file on the floppy disk. Click **Save**.
9. Click **Next**.
10. Select a folder to import the Bookmarks or Favorites into. If you select Favorites, the imported links will not be saved in a subfolder, but rather on the main Favorites menu.
11. Click **Next**.
12. Click **Finish**. A message saying Successfully Imported Favorites appears. Click **OK**.

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