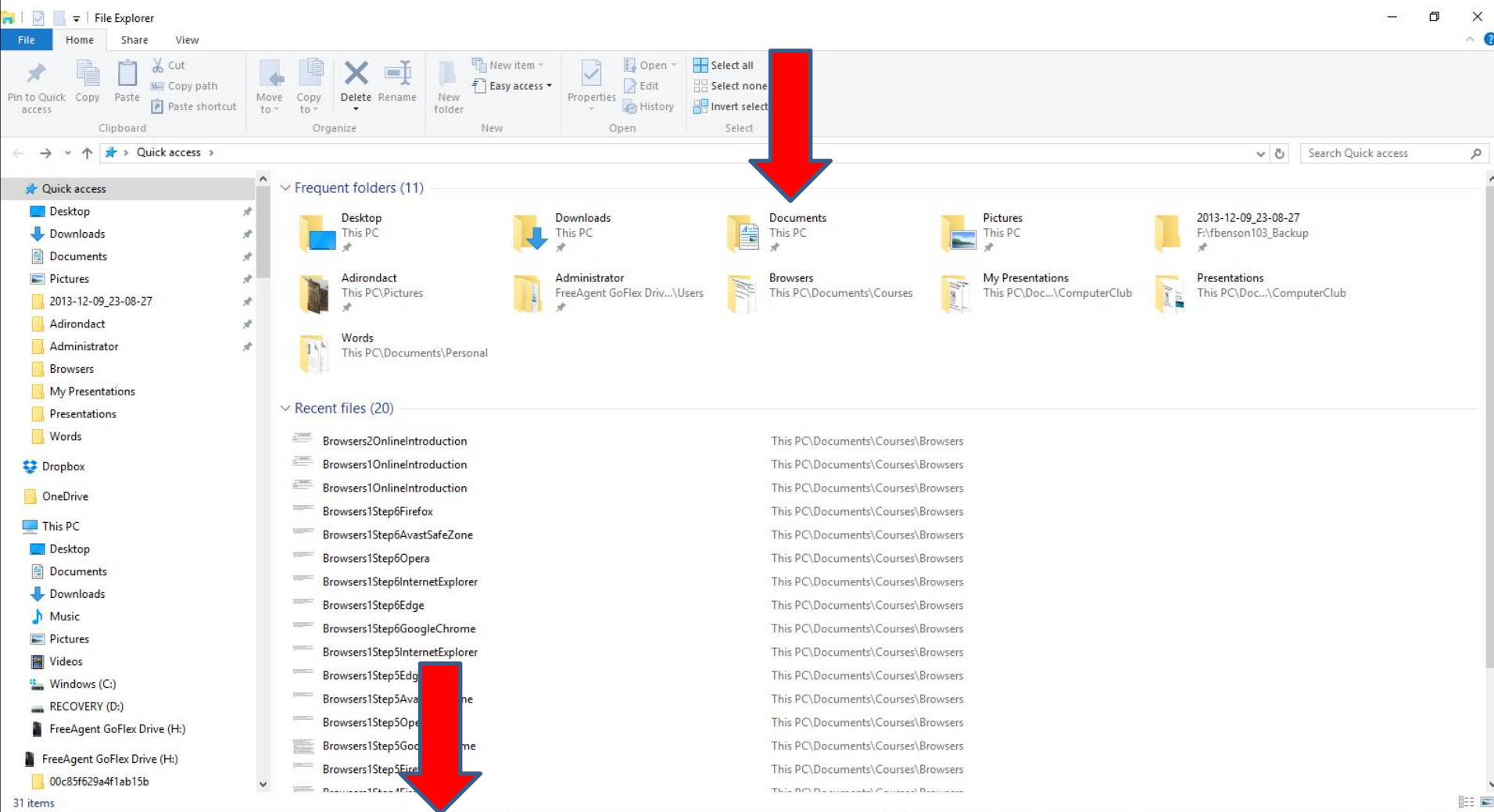


## **Step 6 – Part 1 - How to backup Favorites bar and import them with Microsoft Edge**

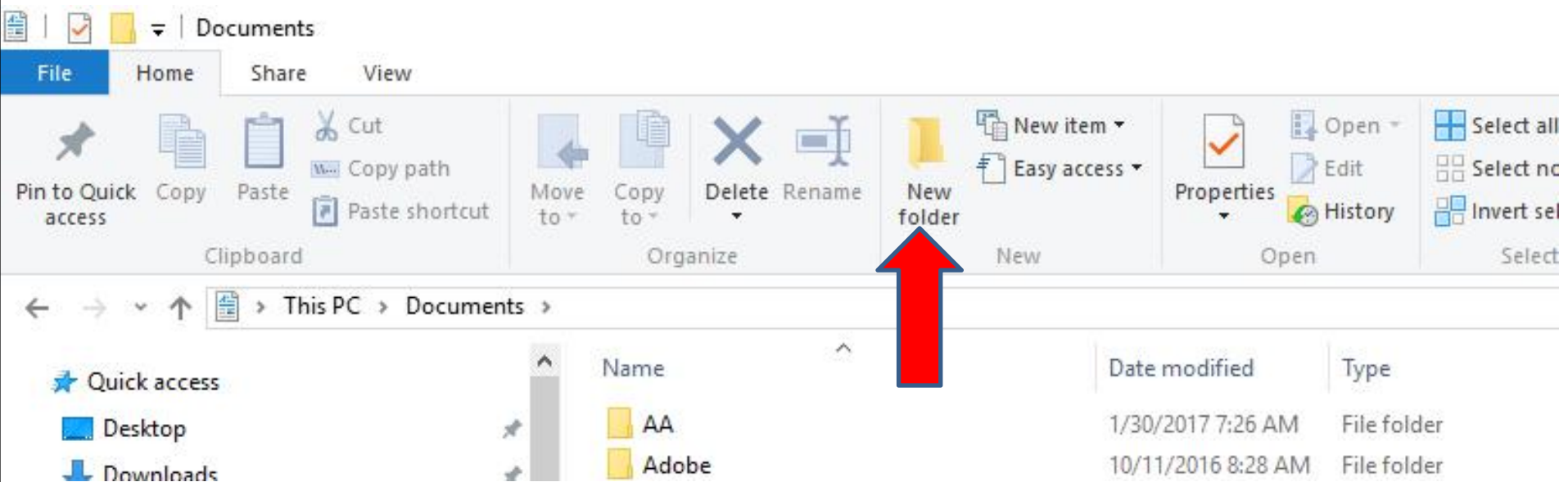
- Once you backup Favorites bar HTML file to your computer, I recommend you backup it and others to your external hard drive or another backup. The reason to backup is if your computer doesn't work and you have to buy a new computer. You then add from your external hard drive or another backup to your new computer. Once you do that, you can import the Favorites HTML file to Microsoft Edge on your new computer.**
- Next explains more.**

- **The other reason to do that on your new computer, it is easier on the Favorites bar, then having to adding websites and Folders on the Favorites bar as I showed you in Step 4 – Part 1.**
- **I recommend that you first set up a new folder on your computer, which is next.**

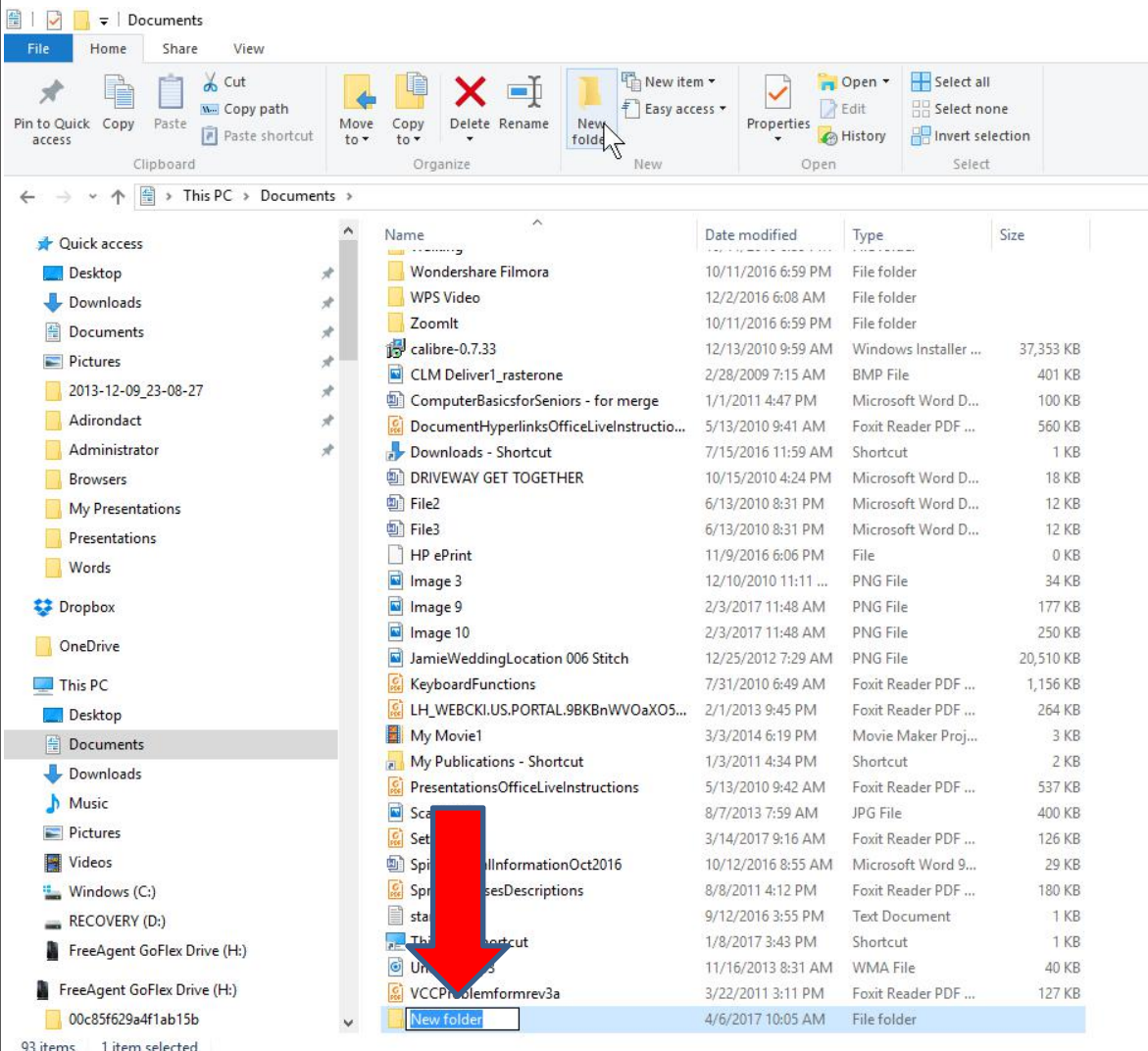
- You click on the File Explorer Icon in the taskbar in Windows 10 and File Explorer opens.
- Then click on Documents. Next is what happens.



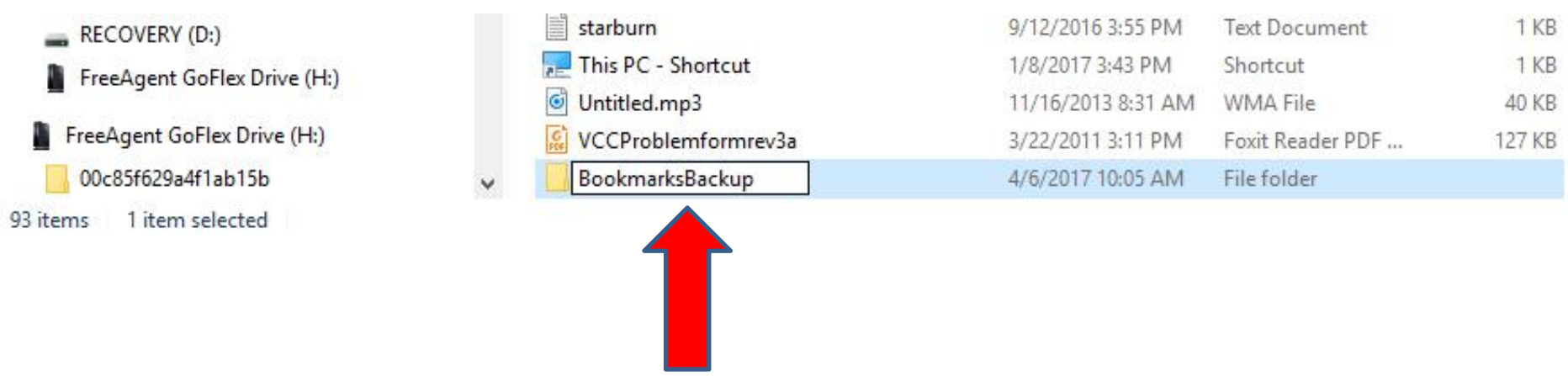
- It changes to Documents and you then click on New folder at the top.
- Next is what happens.



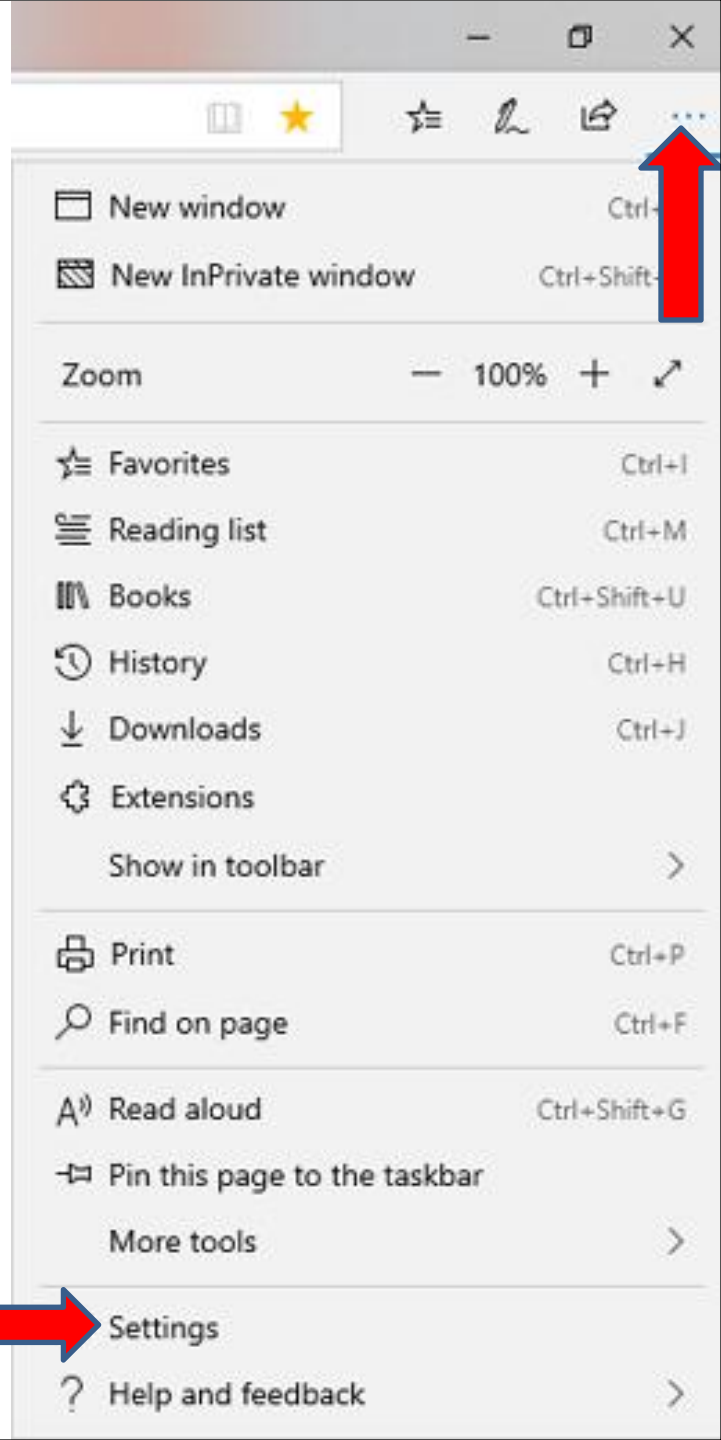
- You then see New folder at the bottom and it is highlighted and then type in a name, like **BookmarksBackup**. Next is what happens.



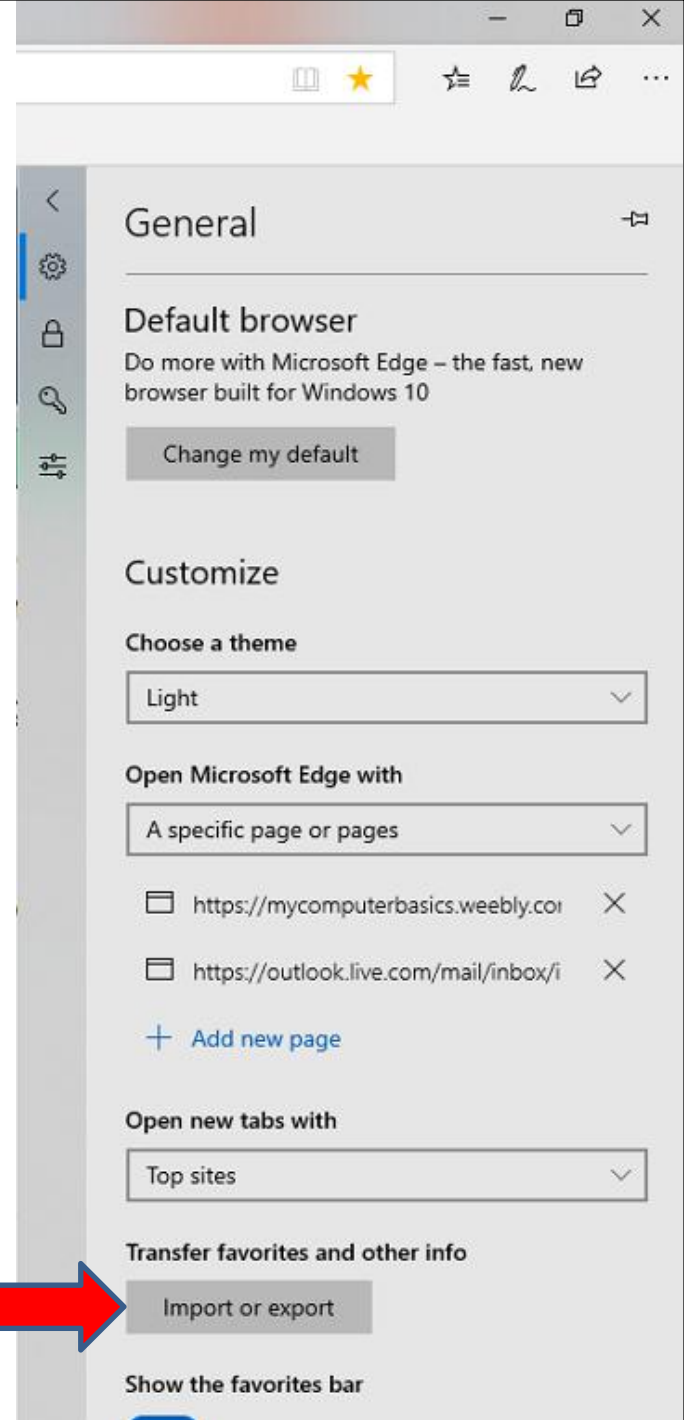
- Here is a sample of the name - **BookmarksBackup**.
- Next is how to backup Bookmarks.



- You open Microsoft Edge and click on the Icon in the upper right as I showed you before, then click on Settings at the bottom and next is what happens again.

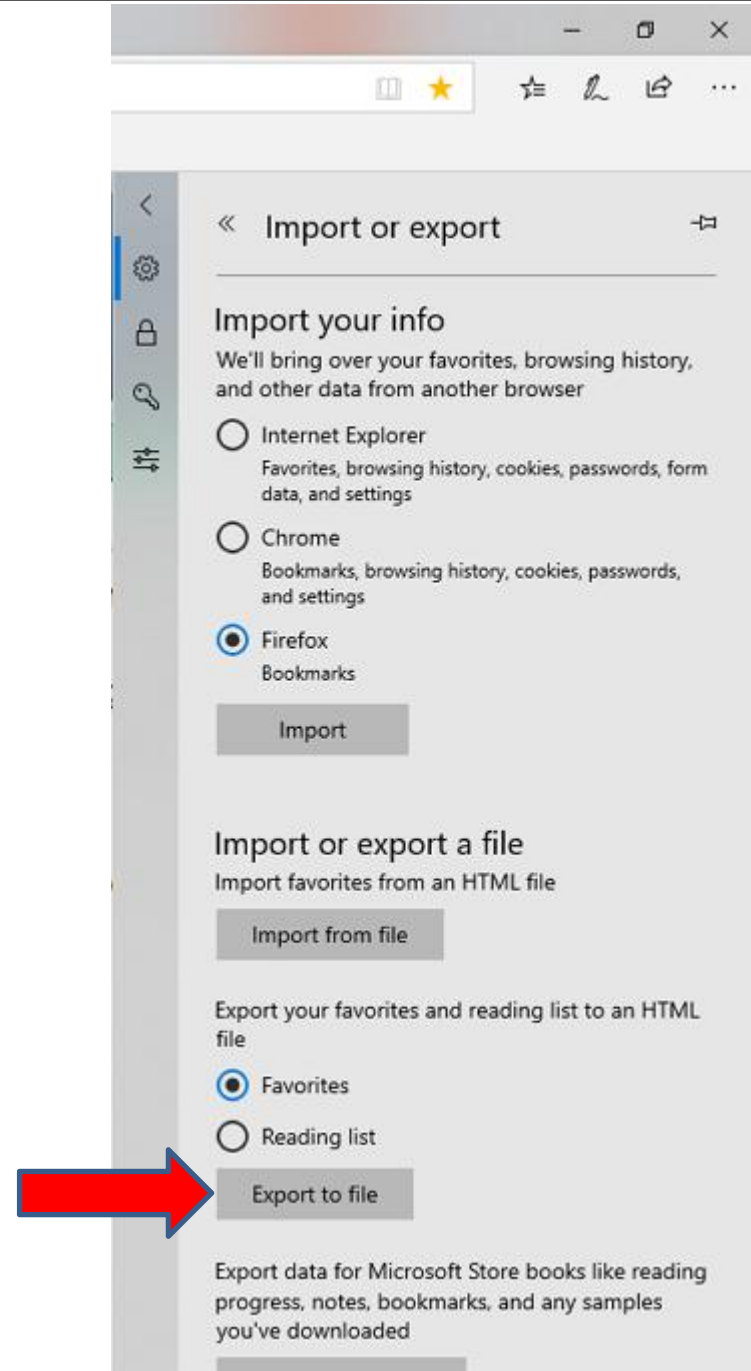


- **Window changes to Settings again and click on Import or export again as I showed in Step 5.**
- **Next is what happens again.**

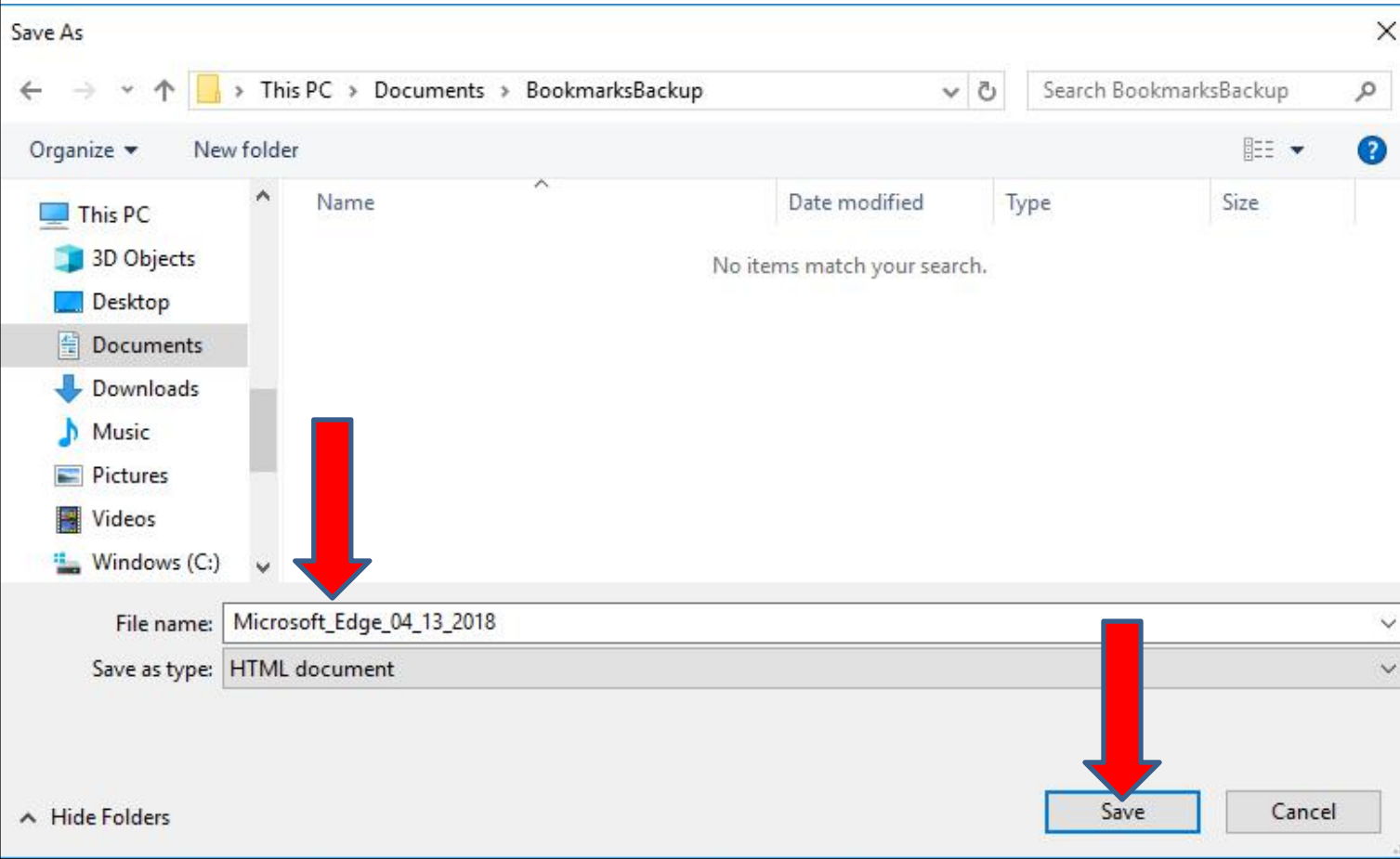




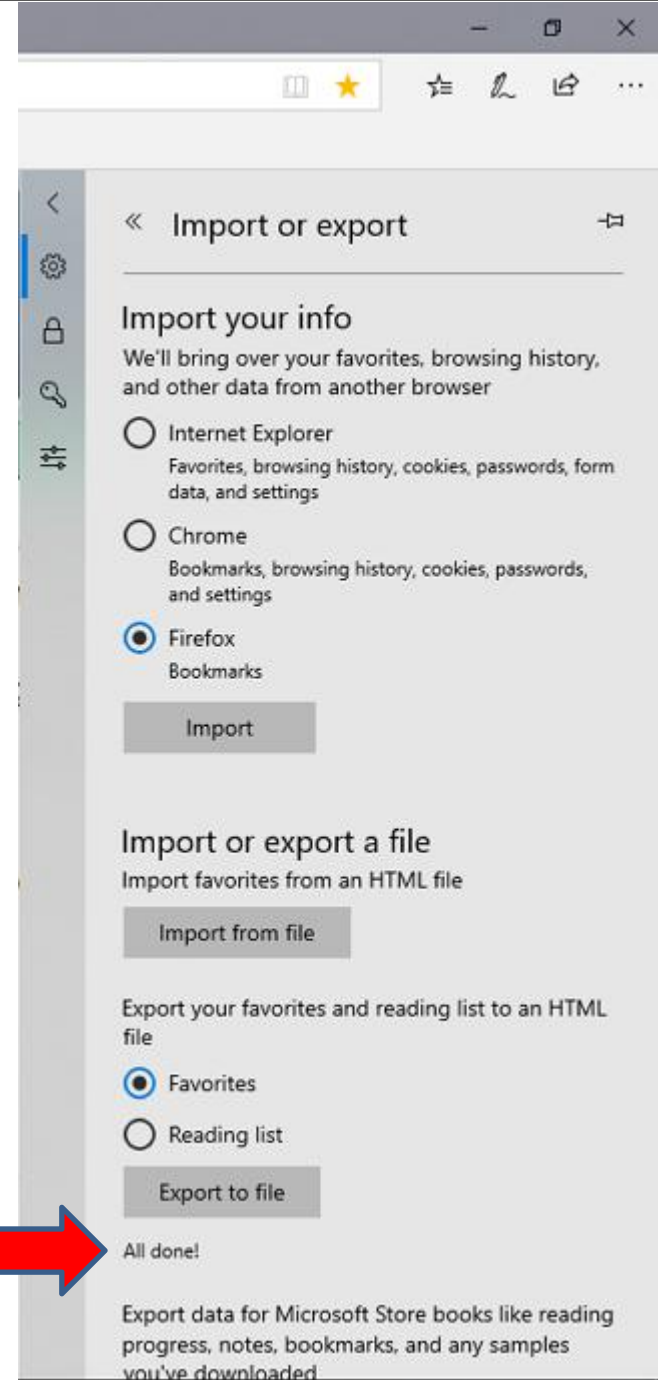
- **Window changes to Import your info and I recommend you click on Export to file at the bottom and next is what happens.**



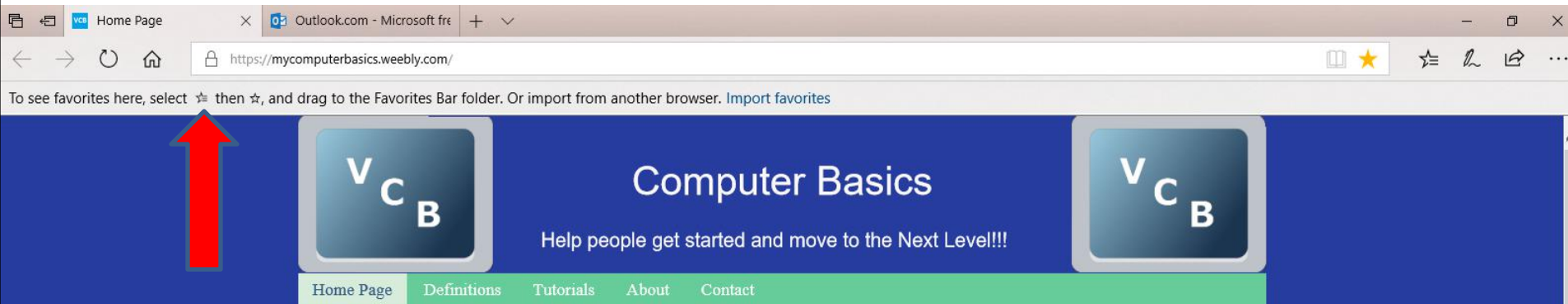
**A new Window opens in the Upper Left, like File Explorer and find the Folder that we just added, like I did. You can change the File name if you want. I decided not to change it. Once complete, click on Save at the bottom and next is what happens.**



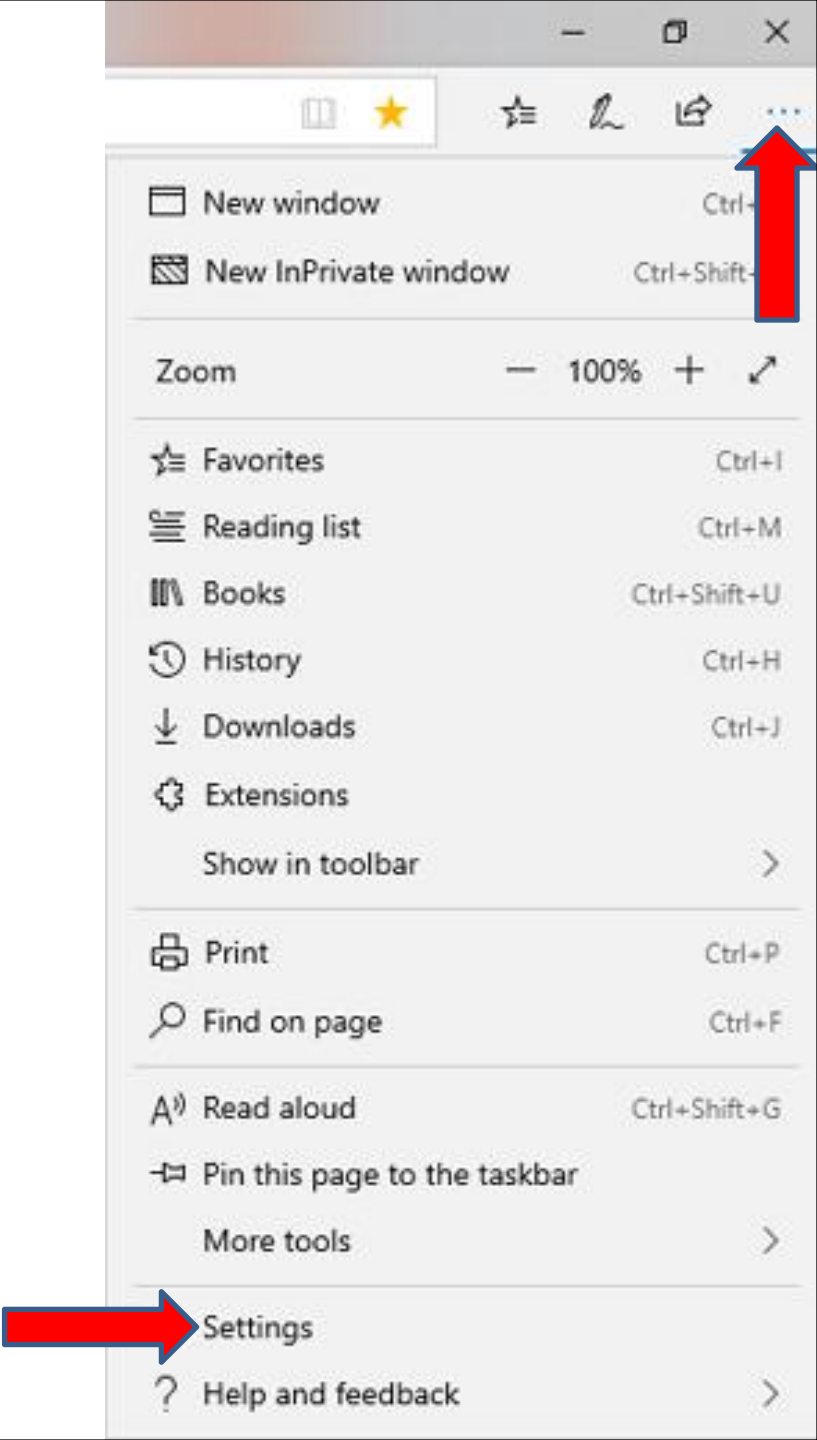
- **Window closes and you see All done! at the bottom. When you click outside it, the window closes. I decided to delete all on the Favorites bar, so you can see how to Import the file, like on a new Computer.**



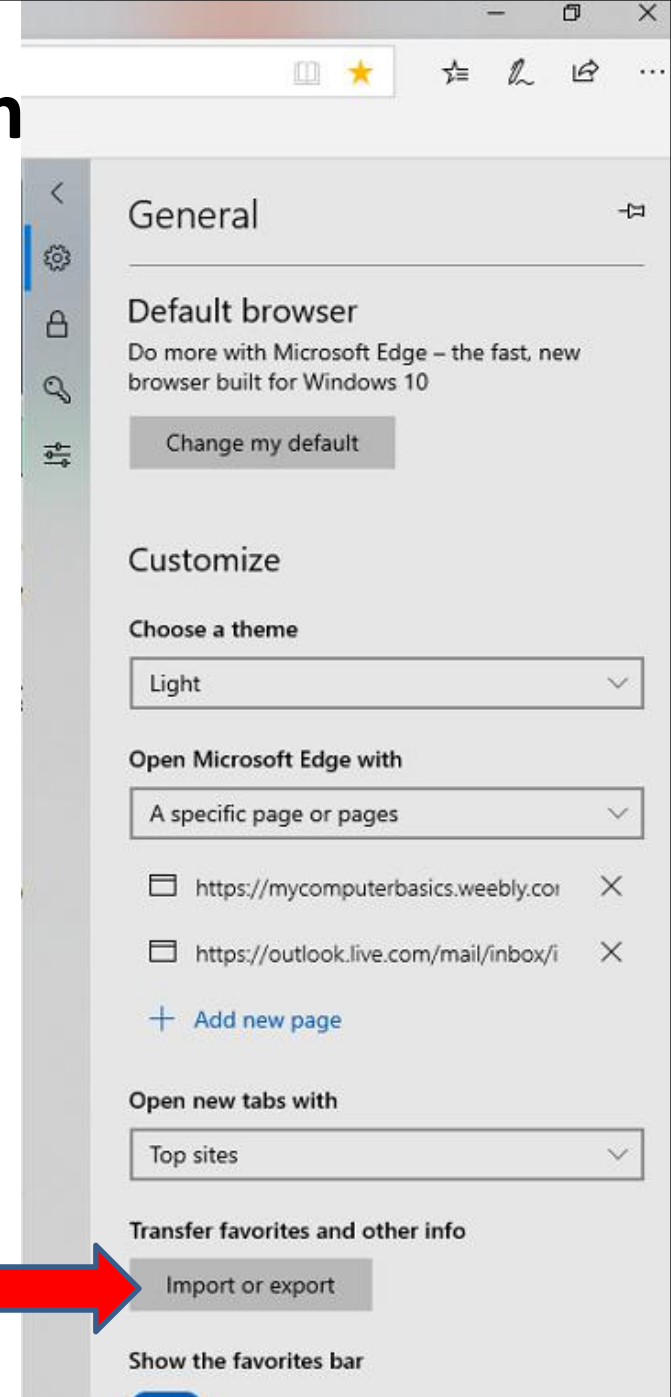
- **Window closes and you see the Favorites bar, with out them.**
- **Next is how to import.**



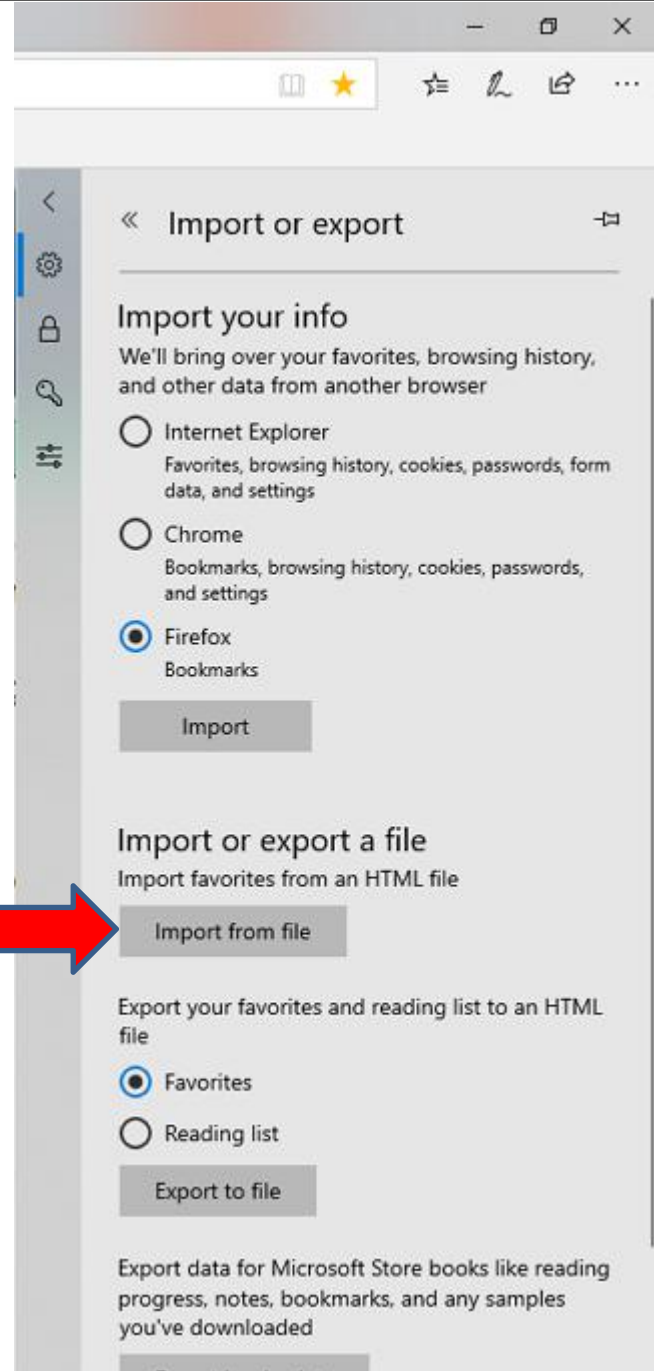
- You click on the Icon in the upper right again, and click on Settings at the bottom again and next is what happens again.



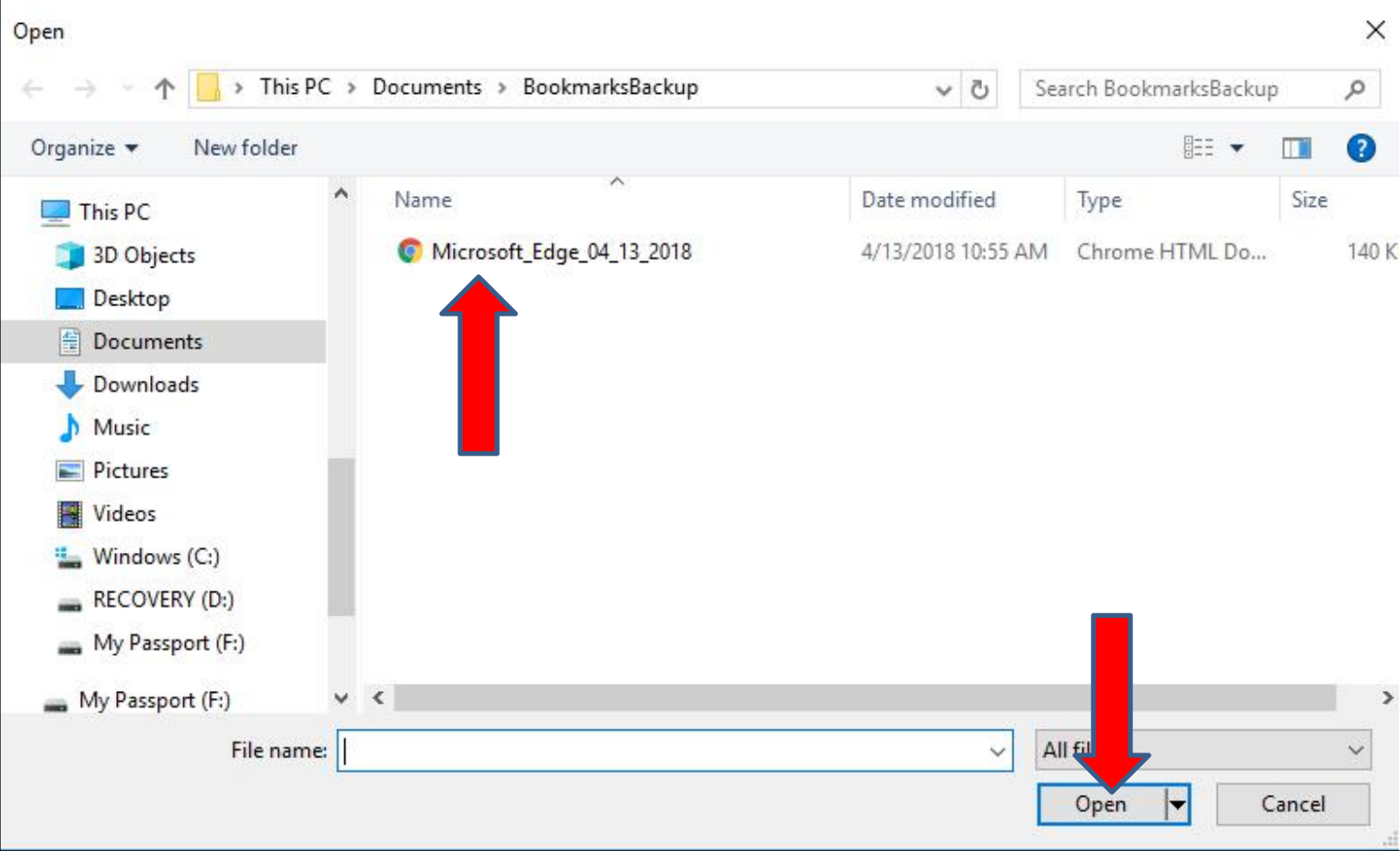
- **Window changes to General again and click on Import or export again and next is what happens again.**



- **Window changes to Import or export again and click on Import from file and next is what happens.**

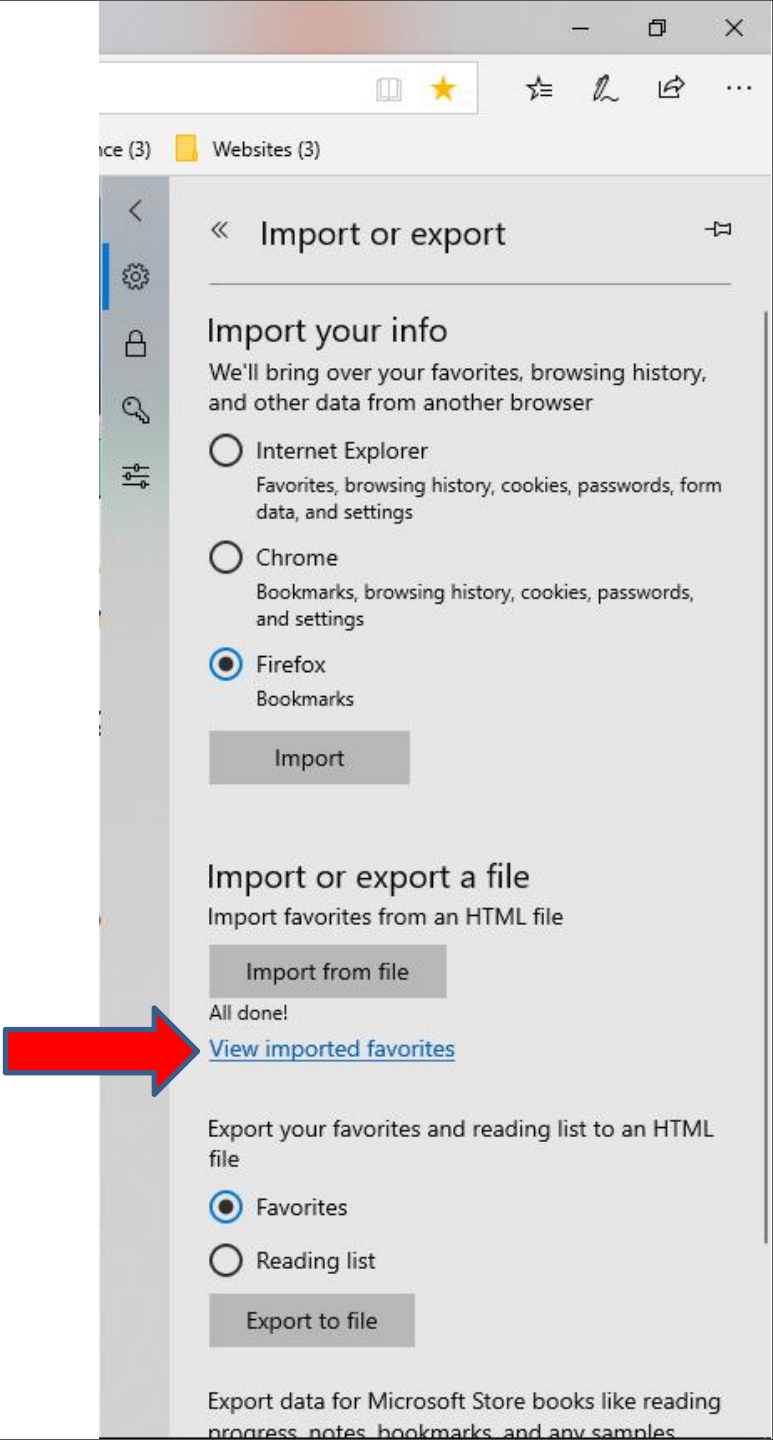


- **A new Window opens in the Upper Left again, like File Explorer and find the Folder again, like I did and you see the file. You double click on it or click on it and click on Open at the bottom and next is what happens.**

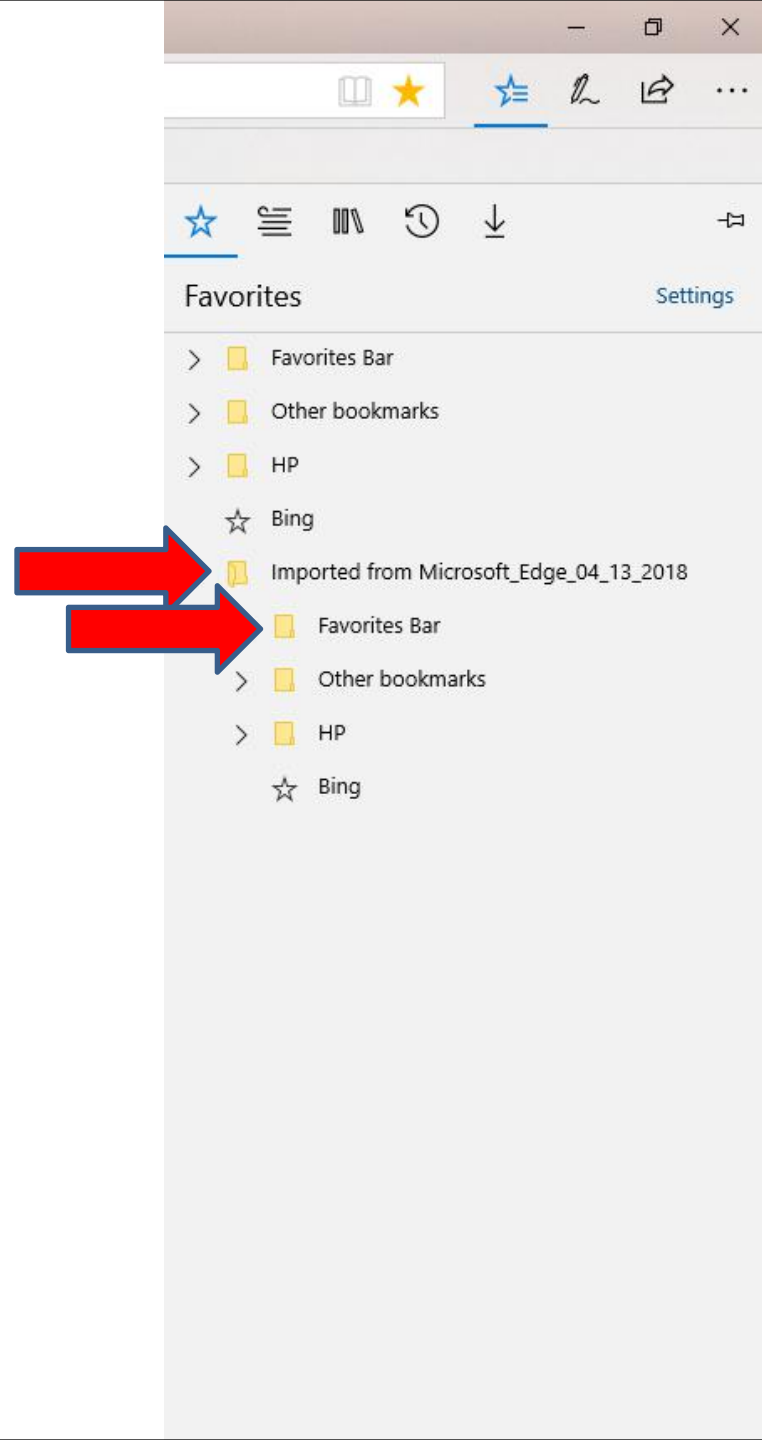




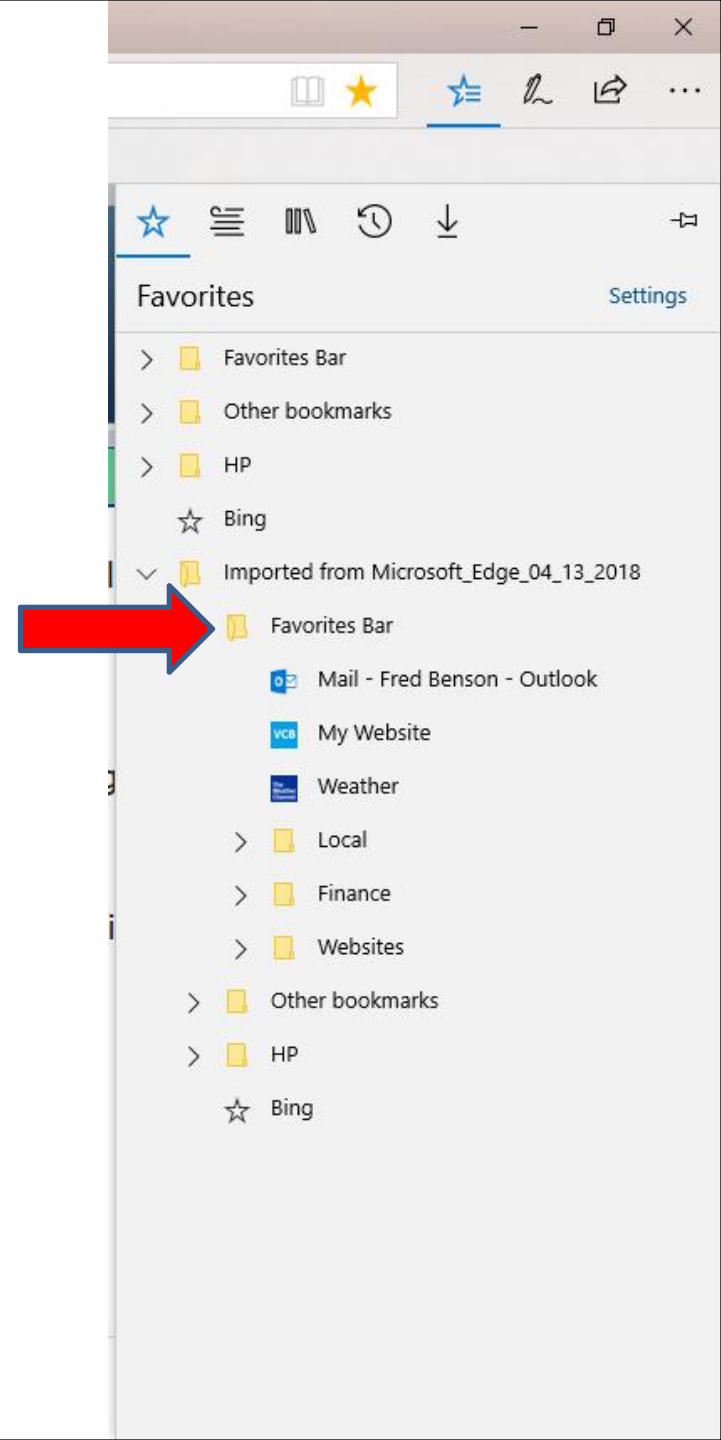
- **Window closes and you see All done! at the bottom and below it you see View imported favorites link. Next is what happens when you click on it.**



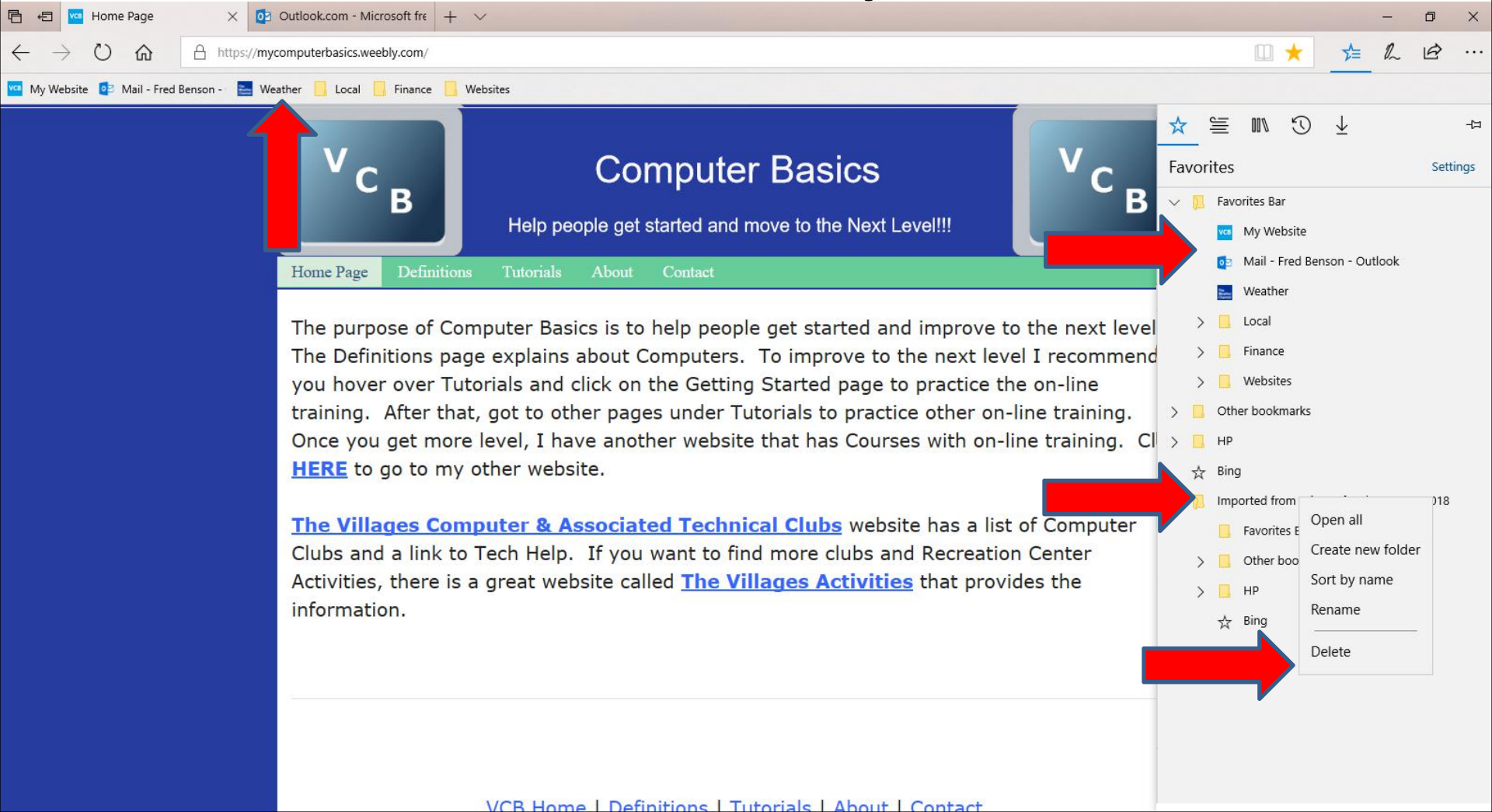
- **Window changes to Favorites and you see Imported from Microsoft Edge.**
- **You click on the Favorites Bar below it and next is what happens.**



- **When you click on the Favorites Bar, you see the list. You follow the same process as I showed you in Step 5 to drag them under the Favorites bar Folder at the Top. Next is a sample of dragging all of them.**



- Here is a sample of dragging all of them and you see them on the Favorites bar. I decided to right click again on the Imported from Microsoft Folder to delete it and next is a sample.



- Here is a sample of delete it. I also decided to delete the other two Folders.
- This is the End of Step 6 – Part 1 Microsoft Edge.

The screenshot shows a Microsoft Edge browser window with the address bar displaying <https://mycomputerbasics.weebly.com/>. The browser tabs include 'Home Page' and 'Outlook.com - Microsoft fr'. The website content features a blue header with the 'V C B' logo and the title 'Computer Basics' with the tagline 'Help people get started and move to the Next Level!!!'. A green navigation bar contains links for 'Home Page', 'Definitions', 'Tutorials', 'About', and 'Contact'. The main text explains the purpose of the site and includes a blue underlined link labeled 'HERE'. The browser's Favorites sidebar is open on the right, showing a list of bookmarks including 'My Website', 'Mail - Fred Benson - Outlook', 'Weather', 'Local', 'Finance', 'Websites', 'Other bookmarks', 'HP', and 'Bing'. Two red arrows point from the text 'on-line training' in the main content to the 'HP' and 'Bing' entries in the Favorites list.