

HOW TO STORE WEBSITES AS 'FAVORITES'

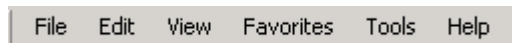
Imagine you are collecting newspaper stories for a school project. When you come across a story you want to keep, you cut it out and keep it in a special folder so that it is easy to find when you want to read it again.

Sometimes when you are surfing the Web you will come across Websites that you want to keep. By placing these sites in the **Favorites** folder within your Web browser, you will be able to find them easily when you want to visit them again.

Let's find out how it's done.

Step: 1 Finding the 'favorites' folder

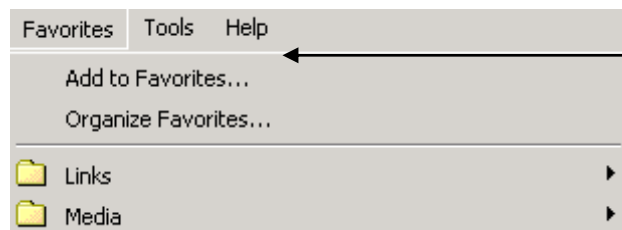
The **Favorites** button is located in the top row of your Internet Explorer Web browser.



- Go to a Website you would like to place in your **Favorites** folder.
- Click on **Favorites**.

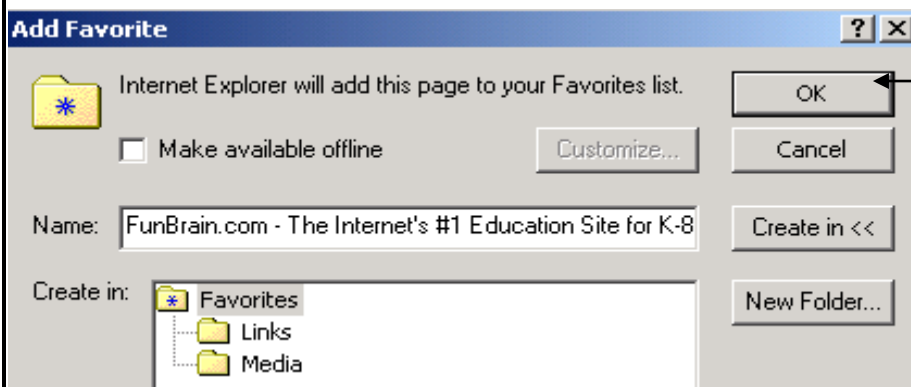
Can you see a drop down list?

Step: 2 Adding a Website to the Favorites folder



The **Add to Favorites** link lets you add your Website to the **Favorites** folder.

- Move your cursor over **Add to Favorites**.
- A pop-up window appears.



- Click **OK** to add your Website to the **Favorites** folder.

Step: 3 Checking your Website is in Favorites

Once you have put your Website in the **Favorites** folder, you might

want to check that it is there.

- Simply click on the **Favorites** button again and look down the list for your site.
- Then move your cursor over the Website name and you're there!!!!!!