Personalize Your Browser

For Mozilla Firefox 1.72

1. Selecting and/or changing the Start Page
   - Open “Mozilla”
   - Select “Edit” from the menu
   - Select “Preferences”
   - At Home Page “Location” enter the URL of the desired page.

2. Customize your browser toolbar
   - To Create a Bookmark
     - Go to Webpage you want bookmarked
     - Select “Bookmarks” from the menu
     - Select “Bookmark this page”
   - To Rename a Bookmark
     - Select “Bookmarks” from the menu
     - Select “Manage Bookmarks”
     - Select the bookmark you want to rename
     - Click “Rename” icon
     - Change the name and click OK
   - To Delete A Bookmark
     - Select “Bookmarks” from the menu
     - Select “Manage Bookmarks”
     - Select the bookmark you wish to delete
     - Click “Delete” icon…Poof…It’s gone.

3. Organizing bookmarks
   - Go to “Bookmarks” from the menu
   - Select “Manage Bookmarks”
   - Here you may drag and drop any bookmark.
   - Create a new separator, line between folders
     - Select “New Separator”
   - Create a new folder
     - Select ”New Folder”

   - Go to “Bookmarks” from the menu
   - Select “Add to Bookmarks”
   - Drag and drop bookmarks

4. Some other Features
   - The “Back” Button
   - The “Forward” Button
   - The “Reload” Button
   - The “History List” (ctrl H)
     - Select “Tools” from the menu
     - You can manage Cookie, Image, Popup, Form, Password, and Download (if you’re not sure about the function, leave the setting to default.)

4. HELP (from the Help menu) is always available from the menu bar
Personalize Your Browser
For Microsoft Internet Explorer 6.0

1. Selecting and/or changing the Start Page
   - Open “Internet Explorer”
   - Select “Tools”
   - Select “Internet Options”
   - In the “Home Page” area enter the URL of the page you wish to use for the homepage.

2. Customize Your Browser Links Bar
   If your links bar is not visible:
   - Select “View”
   - Select “Toolbars”
   - Check the box next to “Links”
   To Create A Link
   - To move toolbar: View – Toolbars – uncheck “Lock the Toolbars” you can now drag the toolbar to a new location.
   - Go to web page to which you wish to link
   - Drag and drop URL to links bar
   - You may also choose “Favorites” from the top menu or “Customize Links” from the Links bar.
   To Remove a Link
   - Right click on the link and then select “Delete.”
   To Rearrange Your Links Bar
   - Select “Favorites” from top menu
   - Select “Organize Favorites”
   - Drag and drop links where you want them on the bar.
   To Add a Folder
   - Select “Favorites” from top menu
   - Select “Organize”
   - Select “Create Folder”
   - Name it

3. Some Other Features
   - Use of the “Back” button
   - Use of the “Refresh” button
   - Use of Down Arrow
   - Use of “History” (ctrl H)
   - Select “View” then select “Explorer Bar”
   - Clean up Temporary Internet Files and History, Select “Tools” then select “Internet Options”, use “Delete Cookies”, “Delete Files”, and “Clear History” Buttons.

4. HELP is always available on the top menu bar