




Microsoft EDGE – Sync your Favourites

1. On your old computer, select the profile image in the browser taskbar. 
2. Select **Manage profile settings > Sync > Turn on sync**. If you see an option to sign in, continue to the next step. **Note:** If you see **Manage profile settings**, you're already signed in.
3. Select **Sign in** and choose an account or enter your account details. Select **Continue**.
4. Select **Sync** when you're asked if you want to sync your account. This syncs your favorites, passwords, and other browsing data to your new computer. *Sync should automatically be enabled on your new computer.



Google Chrome – Export & Import your Bookmarks

EXPORT Steps

1. Open Chrome on your old computer and click the icon with three vertical dots in the top right corner.
2. Expand the Bookmarks menu, then click on Bookmark Manager
3. Click the icon with three vertical dots next to the Bookmarks search bar.
4. Click **Export Bookmarks**
5. Save your bookmarks to an HTML file in OneDrive so that it's accessible on the cloud or send the HTML file to yourself via Outlook.

IMPORT Steps

6. Open Chrome on your new computer and click the icon with three vertical dots in the top right corner.
7. Expand the Bookmarks menu, then click on Bookmark Manager
8. Click the icon with three vertical dots next to the Bookmarks search bar.
9. Click **Import Bookmarks**. This will open the computer's Open file dialog box and prompt you to select the same HTML file you saved during the Export steps above.



Mozilla Firefox – Export & Import your Bookmarks

EXPORT Steps

1. Open Firefox on your old computer and click the icon with three vertical lines in the top right corner.
2. Select the **Library** menu, then click on **Bookmarks**
3. Select **Show All Bookmarks**
4. Click **Import and Backup** option, and then select **Export Bookmarks to HTML**
5. Save your bookmarks to an HTML file in OneDrive so that it's accessible on the cloud or send the HTML file to yourself via Outlook email.

IMPORT Steps

6. Open Firefox on your new computer and click the icon with three vertical lines in the top right corner.
7. Select the **Library** menu, then click on **Bookmarks**
8. Select **Show All Bookmarks**
9. Click **Import and Backup** option, and then select **Import Bookmarks to HTML**
10. Click **Import Bookmarks**. This will open the computer's Open file dialog box and prompt you to select the same HTML file you saved during the Export steps above.