

# How To Organize Your Favorites (Bookmarks) In Internet Explorer

Presented by 4KCC.COM \* [http://www.4kcc.com/How2/favfolders\\_ie.html](http://www.4kcc.com/How2/favfolders_ie.html)

Saving pages from the Internet can come in handy when you want to return to that same page at a later time. However, if you do a lot of surfing on the Internet, the number of favorites that you accumulate may make it difficult to find a page you need. Still, a solution exists that will help you keep things in order. You can organize your favorites into folders.

To organize your favorites (called "bookmarks") in Internet Explorer, follow these steps:

- 1) Click on the Favorites Star. Notice the drop-down menu arrow to the right of the phrase "Add to favorites."
- 2) Click on the drop-down menu arrow Favorites Star. From the menu which appears, click on "Organize favorites."
- 3) In the new window which appears, you can now highlight any favorite and perform one of the following tasks: move it, rename it or delete it. You can also create a new folder so that you can place favorites into it.
- 4) When you're finished organizing your favorites, simply click the CLOSE button.

