

Follow the steps below to export your browser bookmarks to an HTML file, which can be used as a backup or for importing into another web browser.

### Step 01

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#### Exporting bookmarks from Chrome

On your computer, open Chrome.

At the top right, click the 3 vertical dots

Hover over 'Bookmarks' and then select 'Bookmark Manager'

At the top right, to the right of the 'search bookmarks' search bar, click the 3 vertical dots

Click Export Bookmarks

### Step 02

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#### Exporting bookmarks from Edge

On your computer, open Edge

At the top right click the 3 horizontal dots

Click 'Favorites'

In the new menu that pops up, click the 3 vertical dots

Select 'Export favorites'

Choose where you would like to save your HTML file then click save

*If you are stuck and in need of assistance please submit a help desk ticket to [HELPDESK@TRIAFED.COM](mailto:HELPDESK@TRIAFED.COM) and a technician will reach out.*