**Creating a PathWays Bookmark by Browser Type**
(Chrome, Edge, FireFox)

Chrome:
1. Open Chrome browser
2. Click on the Menu symbol (3 vertical dots on top right-hand corner) ⋮
3. In the menu, click on Bookmark
4. Then click on Bookmark Manager
5. The Bookmark Manager page will open
6. Right click anywhere on that page
7. Click on Add New Bookmark
8. Enter PathWays in the Name field
9. Copy and Paste the URL from the "PathWays is Successfully Launched!" email into the URL field
   a. It's important to copy and paste <u>the URL from your email</u> and not after you clicked on the link.
10. Click on Save

Edge:
1. Open Edge browser
2. Select Star icon in top right-hand corner (⭐≡)
3. In the favorites menu, select three dots icon (•••)
4: Select *Open Favorites Page*

5: Select Add Favorite ⭐⊕

6. Enter PathWays in the Name field
7. Copy and Paste the URL from the "PathWays is Successfully Launched!" email into the URL field
   a. It's important to copy and paste <u>the URL from your email</u> and not after you clicked on the link.
8. Click on Save

Firefox:
1. Open Firefox browser
2. In the menu, click on Bookmarks
3. Click on Manage Bookmarks
4. Click on the Cog icon drop down button

5. Click on Add Bookmark
6. Enter PathWays in the Name field
7. Copy Paste the URL from the email in the URL field
   a. It's important to copy paste the URL from your email and not after you clicked on the link.
8. Enter Tags and Keyword if needed
9. Click on Save