An Introduction to Google Bookmarks

Google Bookmarks is a Google App that allows users to bookmark their favorite websites in a web-based manner, instead of browser-based manner. This allows users to have the ability to access their favorite websites wherever they are!

Signing In

To sign into Google Apps for Education,

1. Go to http://go.uis.edu/google
2. Select Continue. Log in with your NetID and password.
3. In the browser, go to https://www.google.com/bookmarks/

Adding Bookmarks

To add Bookmarks,

1. On the left side of the screen, select Add Bookmark.
2. You will then be asked to enter a **Name** for your bookmark (the title of the bookmark that will appear in your list), the **URL** of the bookmark, a **label** for the bookmark, and any additional notes. When you have finished, click **Add bookmark**.

3. Your bookmark will now appear in your list of bookmarks. You can simply click on the bookmark and be taken to the website.

4. Another way to add bookmarks easily is to add the **bookmarklet** to your toolbar. From the Bookmarks homepage, click and drag the **Google Bookmark** icon to your toolbar.

5. It will now appear in your top toolbar of your browser.

6. When you are browsing a website you wish to bookmark, simply click **Google Bookmark** in the toolbar of your browser. The information will popup pre-entered into
adding a bookmark—simply enter a **label**, any **notes**, and select **Add bookmark**.

Managing your Bookmarks

1. When viewing your bookmarks from the homepage, you can sort your bookmarks by title, label, or date.
2. In the toolbar on the left side of the screen, you can also manage your bookmarks.

- Click **Manage labels** to remove or edit the labels you’ve assigned to your bookmarks.

- Click **Export bookmarks** to export your bookmark list.

- **Bookmarks**
  - For Fun (2)
  - School (1)
  - Work (1)

- **Add bookmark**
- **Manage labels**
- **Export bookmarks**
- **Delete all**