

ADD A FAVORITE WEBSITE TO YOUR TASKBAR

Follow these steps to place a favorite website on the Taskbar:

1. Open your Edge browser.
2. In the *Search the Web* box, type the target website.
3. Once you have accessed the website from within the Edge browser, click on the menu tab (3 horizontal dots) in the upper right corner of the browser window.
4. Click on *Open with Internet Explorer*.
5. After the Website arrives in Internet Explorer, click on the cog wheel in the upper right corner of the IE browser window.
6. Click on *Add site to Apps*.
7. Find the Website in the Apps menu (Windows key), right-click on it, then *more*, then *pin to Taskbar*.