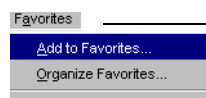
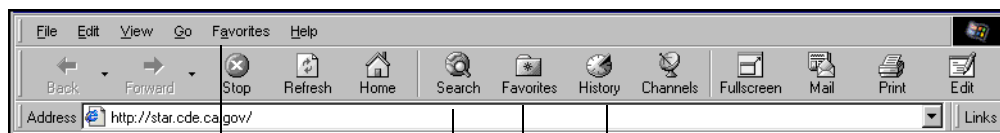


Quick Start for Bookmark Express

Welcome to Bookmark Express, a tool that works with your Web browser to make surfing the Web and organizing your bookmarks faster and easier than ever. With Express you can save time, stay organized, and quickly find Web information when you really want it by:



Adding and organizing your bookmarks in Favorite folders



Searching for a site based on different criteria



Viewing and organizing bookmarks in a variety of ways



Taking advantage of history to revisit a site

Adding a bookmark to a Favorites folder

Just three simple steps to add a new bookmark to a Favorites folder.

1. Display the Web page that you want to bookmark.

2. From the **Favorites** menu, choose **Add to Favorites**. The Add Bookmark dialog box appears.

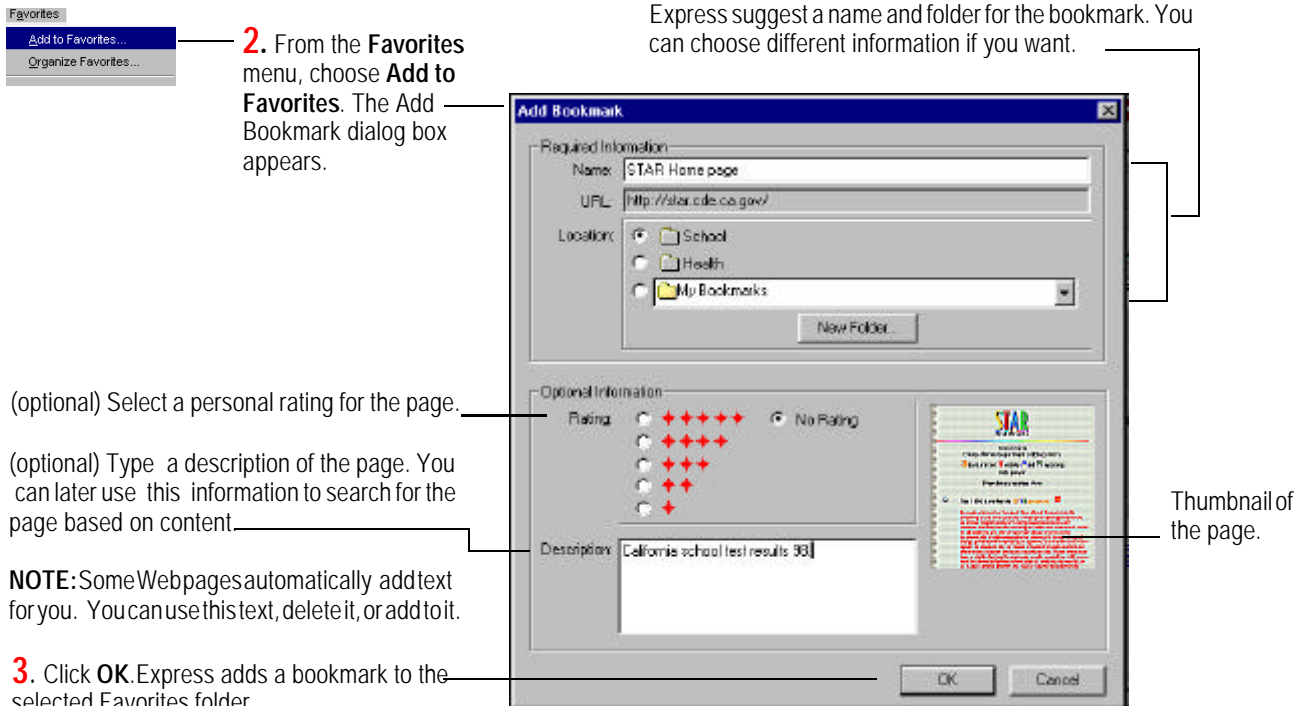
Express suggest a name and folder for the bookmark. You can choose different information if you want.

(optional) Select a personal rating for the page.

(optional) Type a description of the page. You can later use this information to search for the page based on content.

NOTE: Some Webpages automatically add text for you. You can use this text, delete it, or add to it.

3. Click **OK**. Express adds a bookmark to the selected Favorites folder.



Viewing and organizing bookmarks

After you add bookmarks for Web pages, use the Bookmarks window to organize and view them in a variety of ways.



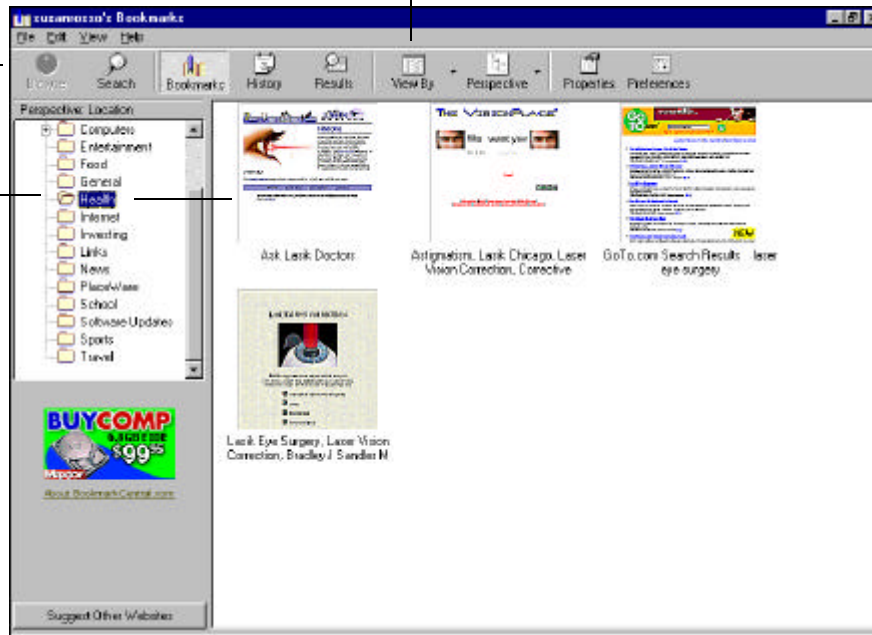
1. Click the **Favorites** button. The Bookmarks window appears.

2. Click a folder to open it and show its bookmarks.

3. To organize bookmarks, drag and drop thumbnails in different folders, or use the Edit menu commands.

Click this button to see other suggested Web sites with similar content.

This example shows the Web pages represented by thumbnails. Click the View button to view bookmarks in other ways, such as by list or detail.



Searching for information

Use the Search button to quickly find new information on the Web or to search for Web pages that you previously viewed or added a bookmark for.



1. Click the **Search** button.
The Search dialog box appears.

2. Click a button to indicate where you want to search, such as a Web Sites or My Bookmarks.

The text boxes and pop-up menus that appear here vary depending on the button you click in Step 2. For example, if you search Web Sites, you can choose which search engine you want to use. If you search My Bookmarks, you enter the information that you want to search for.

3. Enter information in the text boxes that appear and choose entries from the pop-up menus (if appropriate) to refine your search.

4. Click the **Search** button



If you are searching for Web sites, discussions, news, or products, an appropriate Web page appears. For example, if you are searching for toys, a Web site featuring toys appears.

If you are searching your History or Bookmarks, Express displays the results of the search. The following shows a search for school information in Bookmarks.



Double-click a Web page to immediately go to that page and view it.

Using History to find and view a Web page

An excellent way to find a Web page you viewed previously is to use the Express History feature. The History window maintains a list of Web pages that you visited today, yesterday, or within a week, month, or year. To make it even easier to recognize a page, Express provides a thumbnail view of each page for easy identification.



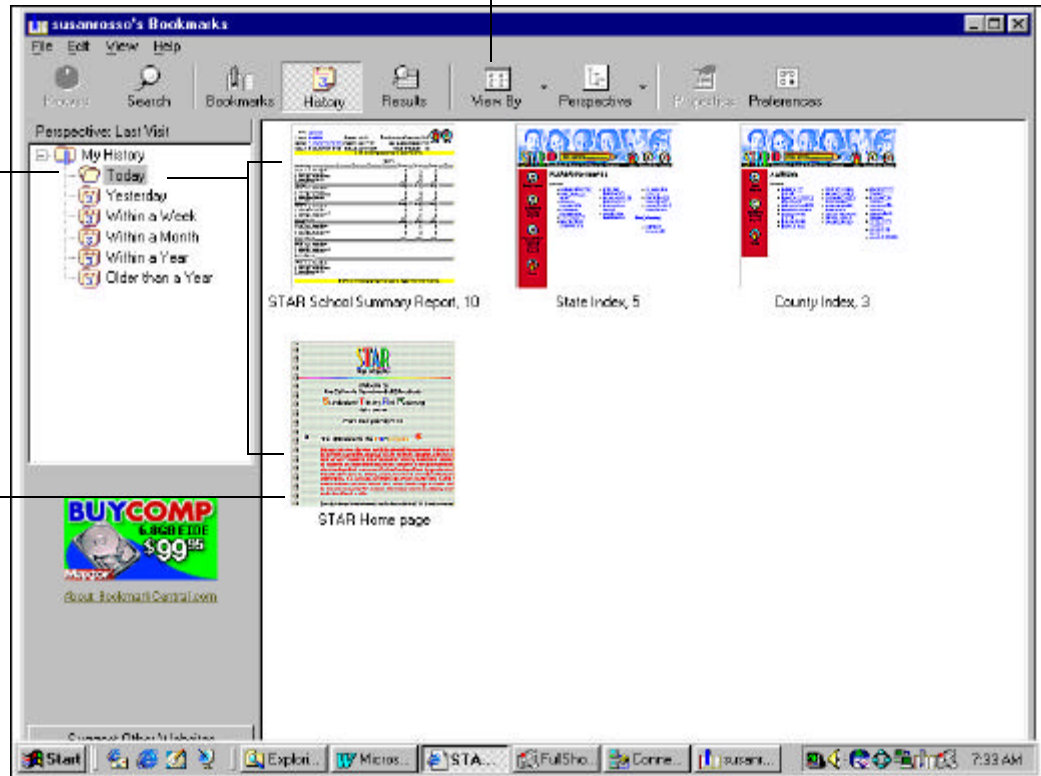
1. Click the **History** button.

This example shows the Web sites represented by thumbnails. Click the View button to change to a view by date or host.

2. Select the folder that you want to view. The visited Web pages appear.

3. Double-click a Web page to view it.

TIP: Right-click a Web page and choose Add to Favorites to add the page to a Favorites folder.



Don't miss these other great features

Discover many other Express features, by visiting the [Express online Help](#). You'll learn how to:

- Access your bookmarks from any computer.
- Create public bookmark folders that you can share with your colleagues and friends.
- Synchronize your bookmarks between your desktop and notebook computer.
- Edit thumbnails for the look that you want.