

**TECHNOLOGY TIPS:**  
by Dodie Edelstein

**I want them in Order!**  
(All Versions of Internet Explorer)

## **ALPHABETIZE THOSE FAVORITES!**

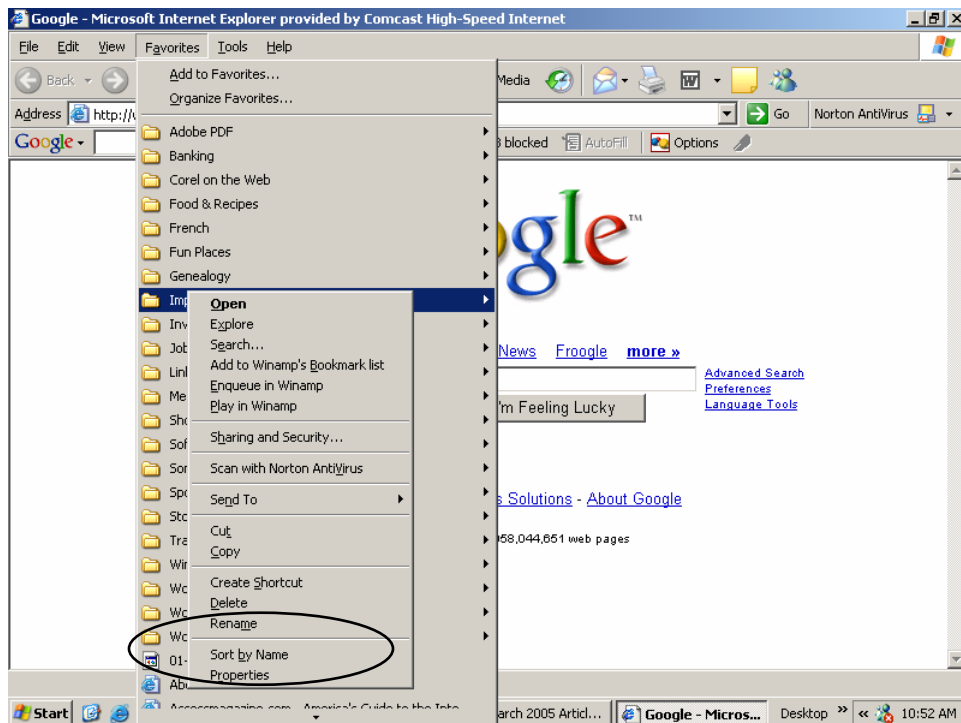
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Whenever you use Internet Explorer, you might find yourself adding a website as a Favorite. Then, when you look for it in your Favorites menu, you can't find it because it's not in alphabetical order! It probably appears at the end of your Favorites list.

This is one of those features that seems buried (maybe it's just me), but I've finally found the answer. Lots of web pages give advice on a longer way to accomplish this by exporting, then reimporting your Favorites, etc. but there's a much easier way.

Here's what you can do:

Click your **Favorites** menu choice (not the icon on your toolbar, but in the **Menu Bar** at the top where **File, Edit** and **View** are). Right click any one of your Favorites from that menu and choose **Sort by Name**. I've included a picture of this right-click menu for you:



Now you can finally find those Favorites in alphabetical order. Do this each time you add more Favorites to keep your life organized.



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