EXPORTING CHROME BOOKMARKS

Scope

The purpose of this knowledge base (KB) document is to provide instructions on how to export your Chrome bookmarks for importing into another PC. This is frequently used with Computer Replacements.

Procedure

Open Google Chrome on your PC.

Step by step instructions

Step 1 – open Google **Chrome** (see Figure 1)

Step 2 – click on 3 dots at far right ⋮

Step 3 – hover over Bookmarks move left to select **Bookmark manager** (see Figure 2)

Step 4 – click on Bookmark manager 3 dots (yes it has its own 3 dots) ⋮ (see Figure 3)

Step 5 – click on **Export bookmarks** (see Figure 4)

Step 6 – click **Save** {note the folder and filename} (see Figure 5)

Step 7 – open File Explorer – exported file should show in Recent files and be in the folder you selected (e.g., Documents)

Step 7 – you can email this file to yourself and later download it on your new computer

Figures
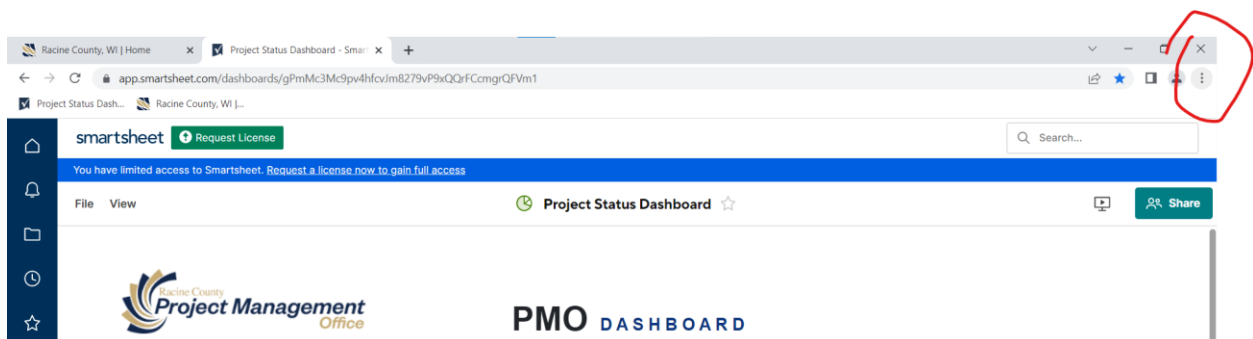
Figure 1 – Chrome browser highlighting 3 dots

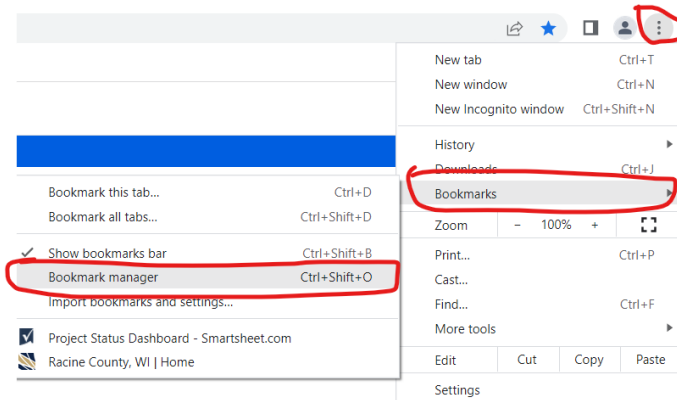Figure 2 – Chrome 3 dots displays a menu including Bookmarks

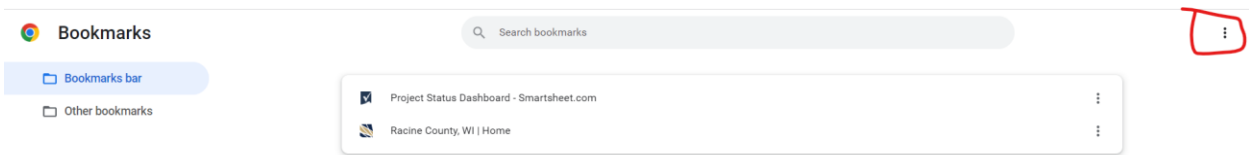Figure 3 – Bookmark manager with its own 3 dots

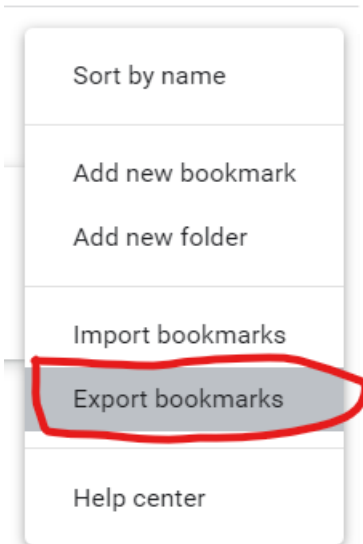Figure 4 – menu appears highlighted Export bookmarks

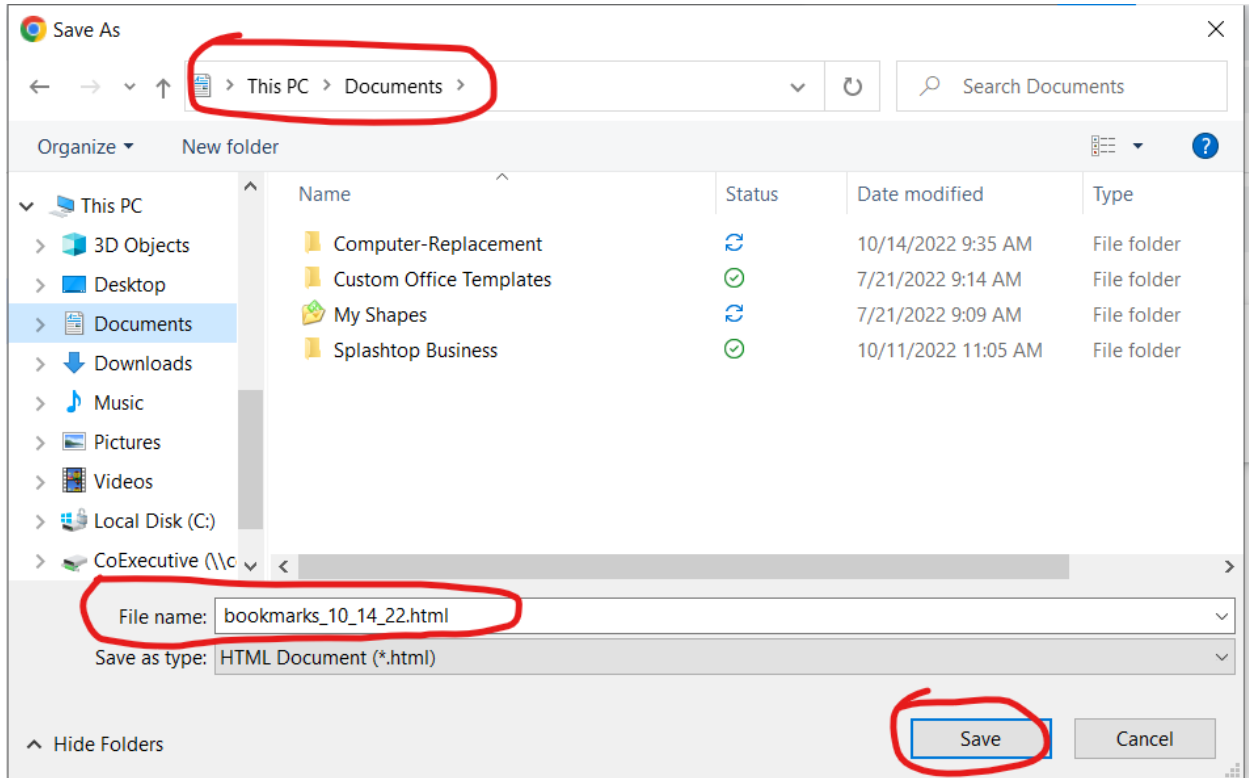Figure 5 – file save to selected folder and default filename

Figure 6 – use File Explorer to confirm exported bookmarks file