

How to Bookmark Amazon for the VGCLJ

First, go to the Village Garden Club of La Jolla website. (<http://www.vgclj.com/>). Scroll down to the bottom, and click on the Amazon button. That will take you to the Amazon home page. This is the page that you want to bookmark so that you can go there quickly.

Then, choose the Operating System that you are using, and follow the instructions.

Internet Explorer Operating System

1. Open the page that you want to bookmark. (Go to VGCLJ.com, then click the Amazon button at the bottom of the page. You want to bookmark the Amazon page.)
2. Click the ☆ in the upper-right corner. Click **Add to favorites**. If you don't see the ☆, click "Favorites" → "Add to favorites".
 - You can also press **Ctrl + D**.
3. **Edit the bookmark's details.** You can change the title of the bookmark and choose a folder to save it in. Click **New folder** to make a new folder in the currently-selected folder.
 - Click **Add** when you are satisfied with the bookmark.
4. **Organize your bookmarks.** If you have a lot of bookmarks, you can use the bookmark manager to get them all in order. Click the "Favorites" menu and select "Organize favorites". If you don't see the Favorites menu, press **Alt**.
 - Click and drag bookmarks to move them into different folders. You can also drag folders into other folders.
 - Right-click on a bookmark or folder and select "Delete" to delete it. All of the bookmarks in a deleted folder will be deleted as well.

Safari Operating System

1. Visit the website you want to bookmark. (Go to VGCLJ.com, then click the Amazon button at the bottom of the page. You want to bookmark the Amazon page.)
2. Click "Bookmarks" → "Add Bookmark". You can also press **⌘ Command + D**.
3. **Select a location for the bookmark.** The pop-out menu will allow you to choose where you want to save your bookmark to. You can add it to any of your folders or your Favorites bar.
4. **Name the bookmark and save it.** By default, the bookmark will have the same name as the title of the page. You can edit the title before saving the bookmark. Click **Add** when you're happy with the location and title.
5. **Manage your bookmarks.** If you have a lot of bookmarks, you can manage and organize them using the bookmark manager. Click "Bookmarks" → "Show Bookmarks" or press **⌘ Command + ⌥ Option + ⇧ Shift** to open the bookmark manager.
 - Add a new folder by clicking "Bookmarks" → "Add Bookmark Folder", or press **⇧ Shift + ⌥ Option + N**.
 - Move bookmarks by clicking and dragging them. You can select multiple bookmarks by holding **⌘ Command** and clicking each one.

- Delete bookmarks by right-clicking on them and selecting "Delete".
6. **Open the Bookmarks sidebar.** The sidebar allows you to quickly see all of your bookmarks and folders while still viewing websites. Click "View" → "Show Bookmarks Sidebar" or press `Ctrl + ⌘ Cmd + 1`.^[4]

Safari (iOS) for Apple

1. **Open the webpage you want to bookmark.** (Go to VGCLJ.com, then click the Amazon button at the bottom of the page. You want to bookmark the Amazon page.)
2. **Tap the Share button at the bottom of the screen.**
3. **Select "Add Bookmark" from the window that appears.**
4. **Edit your bookmark's details.** You can change the title of the bookmark as well as the exact address it will take you to. You can also tap the Location option to choose where to save your bookmark.
 - Tap "Save" when you are satisfied with the bookmark.

Chrome Operating System

1. **Navigate to the page you want to bookmark.** (Go to VGCLJ.com, then click the Amazon button at the bottom of the page. You want to bookmark the Amazon page.)
2. **Click the Star button on the right side of the address bar.** You can also press `Ctrl / ⌘ Cmd + D`.^[1]
3. **Name your bookmark.** By default, your new bookmark will have the same name as the title of the page. Click the current name in the pop-out window to enter a new name.
 1. You can also edit the description by clicking on it beneath the name.
4. **Modify the address.** You can edit the address of the URL by clicking on it in the pop-out window. This can be useful if you're on a subpage but want to add a bookmark for the main site.
5. **Organize the bookmark.** Chrome allows you to browse through your bookmark folders in the bookmark pop-out window. By default, the bookmark is added to the "Other bookmarks" folder.
 - Click the "Add to folder" button at the bottom of the bookmark pop-out window.
 - Navigate to the bookmark folder you want to add the bookmark to using the > and < buttons.
 - Create a new folder in your current location by typing in a folder name and clicking "Create".
6. **Show or hide the Bookmarks Bar.** In Chrome, the bookmarks bar is located directly underneath the address bar. It will display all of your bookmark folders and bookmarks bar bookmarks. Clicking the >> button on the far-right of the bar will display everything that doesn't fit.
 - You can toggle the bookmarks bar by pressing `Ctrl / ⌘ Cmd + ⌘ Shift + B`, or by clicking the Chrome Menu button (☰), selecting "Bookmarks", and then clicking "Show bookmarks bar".
 - If your bookmarks bar is showing, you can drag a websites icon directly onto the bar to quickly add it as a bookmark.

- 7. Manage your bookmarks.** If you want to browse, organize, and manage all of your bookmarks, you can open the bookmark manager. Press **Ctrl / ⌘ Cmd + ⬆ Shift + O** or click the Chrome Menu button (☰), select "Bookmarks", and then click "Bookmark manager". This will open the Bookmark Manager in a new tab.
- The sidebar on the left will display your bookmarks bar and folders. The newest versions of Chrome will also generate "Auto folders" which attempt to group bookmarks together based on context.
 - Click the ✓ button to select multiple bookmarks at once.
 - Click and drag bookmarks to move them to different folders. You can also use the "Move to folder" drop-down menu at the top of the window when you have multiple items selected.
 - Delete a bookmark by clicking the : button next to bookmarking and selecting "Delete". You can also click the "Delete" button in the upper-right corner when multiple bookmarks are selected.

Firefox Operating System

- 1. Open the page you want to bookmark. (Go to VGCLJ.com, then click the Amazon button at the bottom of the page. You want to bookmark the Amazon page.)**
- 2. Click the ☆ button next to the Search bar.** The star will turn blue and will be added to your bookmarks. You can also press **Ctrl / ⌘ Cmd + D**.
- 3. Click the ★ to open the bookmark's details.** There are a few different changes you can make to the bookmark from this pop-out window:
 - You can change the name of the bookmark, which is the same as the page's title by default.
 - You can select a folder for the bookmark by choosing one from the drop-down menu. You can create a new folder by clicking the ▾ button and then clicking **New Folder**.
 - Add tags to the bookmark. Firefox allows you to tag bookmarks with words or short phrases. You can then find your bookmarks later by using these tags. Click the ▾ button to view all of your tags.
- 4. Toggle the bookmarks bar.** The bookmarks bar is a way to quickly access your most important bookmarks. It appears beneath the address bar. Click the Clipboard button next to the Search bar, select "Bookmarks Toolbar", and then click "View Bookmarks Toolbar" to toggle it on or off.
 - If your bookmarks bar is showing, you can drag a websites icon directly onto the bar to quickly add it as a bookmark.
- 5. Manage your bookmarks.** You can open the Library window to manage all of your bookmarks. Click the Clipboard and select "Show All Bookmarks" to open the Library window to the All Bookmarks section.^[2]
 - Click and drag bookmarks to move them. You can select multiple bookmarks by holding **Ctrl** (Windows) or **⌘ Command** (Mac) and clicking each one.
 - Right-click and select "New folder" to create a new folder for your bookmarks. The folder will be created in your current location.
 - Delete bookmarks by right-clicking on them and selecting "Delete". You can delete multiple bookmarks at once if you have them all selected.