

Organizing Bookmarks

These instructions are for Chromebooks.

The default is to have bookmarks hidden. If you want them to always be visible

-click the **three dots** on the very right of the window

-click **Bookmarks and lists** and

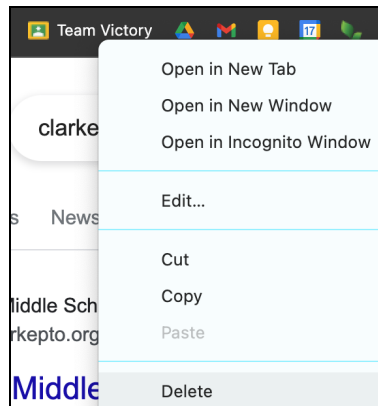
-choose **Show bookmarks bar**

[Video Tutorial](#)

[Google Help Page](#)

Deleting Bookmarks

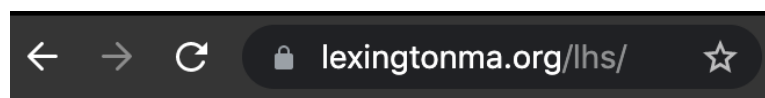
You can two finger click / right click on an existing bookmark and choose 'Delete'



Adding Bookmarks

Several Ways:

1. Go to the website you want to bookmark. ([There is a list of suggestions below.](#))
2. Click the star at the end of the address bar

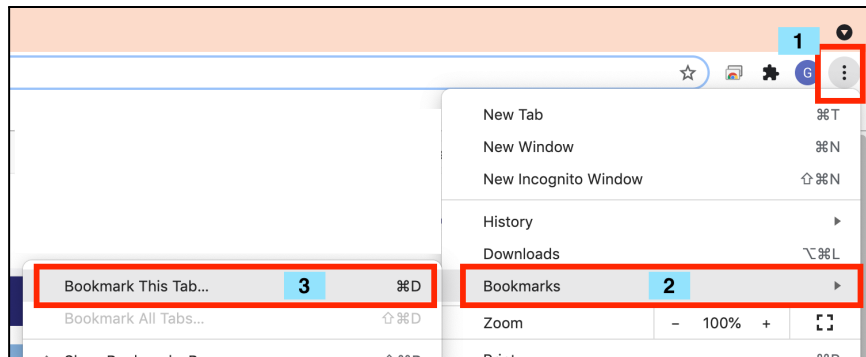


OR

Hold down the Control and D buttons at the same time.

OR

Click the three vertical dots in the browser → Bookmarks → Bookmark This Tab... (See diagram below)



Sites you might want to bookmark...

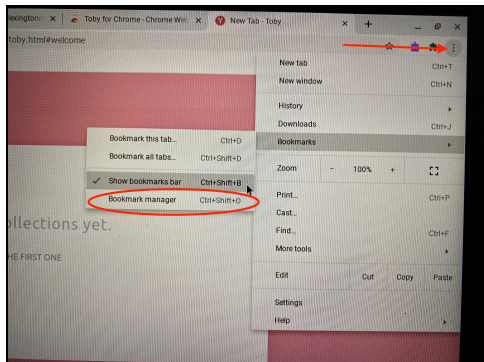
- Student Tech Resources: <https://sites.google.com/lexingtonma.org/student-tech/>
- Lexington High Home Page: <https://www.lexingtonma.org/lhs/>
- ASPEN:
<https://ma-lexington.myfollett.com/aspenn-login/?deploymentId=ma-lexington>
- MyFlex Learning: <https://app.myflexlearning.com/login>
- LHS Library: <https://lps-lexingtonma.libguides.com/homepage>
- Google Classroom: <http://classroom.google.com>
- Google Drive: <http://drive.google.com>
- Gmail: <http://www.gmail.com>
- Google Calendar: <http://calendar.google.com>
- Google Keep: <http://keep.google.com>
- Teacher Websites...probably the best way is to find the links on the respective department website:
 - [Learning Center / Academic Support](#)
 - [Counseling](#)
 - [English](#)
 - [Visual Arts](#)
 - [Math](#)
 - [Performing Arts](#)
 - [PE, Health, & Wellness](#)
 - [Science](#)

- [Social Studies](#)
- [World Language](#)

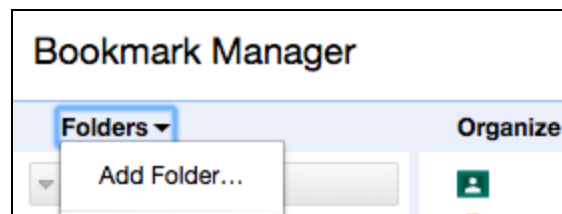
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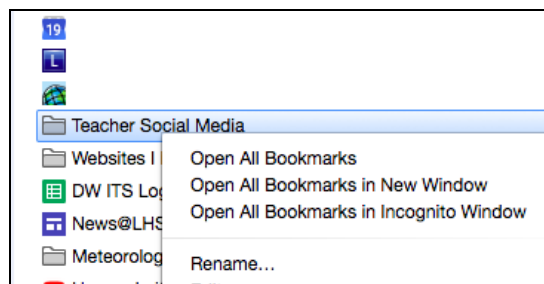
On the top right, click the three dots and go to Bookmarks → Bookmark Manager



You can create folders to organize your bookmarks. For instance, you could create a folder called “Teacher Websites” and then put bookmarks for all of your classes in the folder. You can also click and drag the links to change the order. In the bookmarks manager or directly on the bookmark bar.



You can also rename links to shorten them or if the website has a unique icon, you can remove the title altogether. See below.



If NOT on a Chromebook

First, you MUST BE LOGGED INTO CHROME. You may need to [add a profile](#) and then sync it to that computer. If you log out when done, no one will have access to your things even with the profile added. If you do not sync, you will create a new profile every time you log in.

Once you do that, your bookmarks will be accessible from any machine that you log into chrome on.