

Using Bookmarks / Favorites to Organize Your Browser

(If you have already read my tips on using folders to organize your email tool, you will find many philosophical similarities... the reason is simple... if you approach your email tool and browser with the same organized process, you will make your online experiences easier.)

The term bookmark or favorite are synonyms when used to describe the address that you save in your browser. The browser used by most people uses the term "Favorites" to describe the web addresses that you save. I grew up with an alternative browser, which I continue to use, so I use the term "Bookmark" when talking about my web addresses. Bear with me as use the 'alternative' synonym.

Bookmarks are a key element of organizing the important web addresses that you will receive over the West Point.Org networks for the next 4 years. If you have not yet learned to save bookmarks, tap the skills of your candidate before s/he goes on to R Day – it's important to learn how to:

- a) create a bookmark or favorite
- b) create a new folder to store these addresses
- c) organize / manage them

I'm trying a beta version of the common browser, but unfortunately it does not offer major improvements in managing favorites. The screen shots that you will see are from the Bookmark tool in my alternative browser because it makes bookmark management logical and easy.

WHY use Bookmarks ?

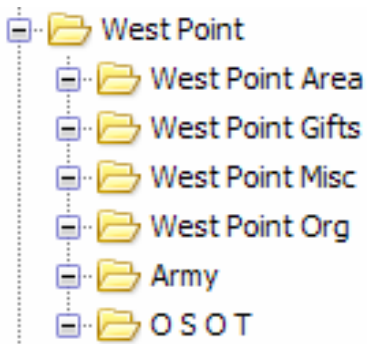
You will access the internet via search engines and via links posted in Plebe Net. Sometimes you will only visit the site one time, while sometimes you will use the same link over and over. That's the addresses you want to save. And by placing each bookmark into common folders, you can easily find the bookmark and subsequently load the web page.

Examples of Common Folders

Key attributes of good folder structure are: easy to remember where you filed a bookmark, not too many folders so you "lose" bookmarks, enough folders so that you can "find" bookmarks, and logically named to define what the purpose of the folder is.

One user note before I show you my folders – in some cases, the actual address stored is longer than you really need to access a site, and some of the text may be cropped off the right side. Try typing the bare minimum address and see if that works... ie... you can access one of my weather sites by simply typing: wunderground.com Then once you customize the site for West Point, you will bookmark that longer address so that you always open to the page you want to see. The address that you will see below is much shorter than what is actually stored in my bookmarks.

Here are my main folders:



What is not shown is that the “parent folder” (West Point) is just one of many parent folder in my overall browser folder structure. However, when I think of West Point, I can quickly go to that parent folder, then select the appropriate subfolder, and finally the web page.

Even before I jump into a subfolder, I have bookmarked the USMA home page and one of the weather services (see the blue arrows below) since I go to them more frequently than others and I leave them outside of the subfolders.

Let’s look at some of the subfolders:

West Point Area

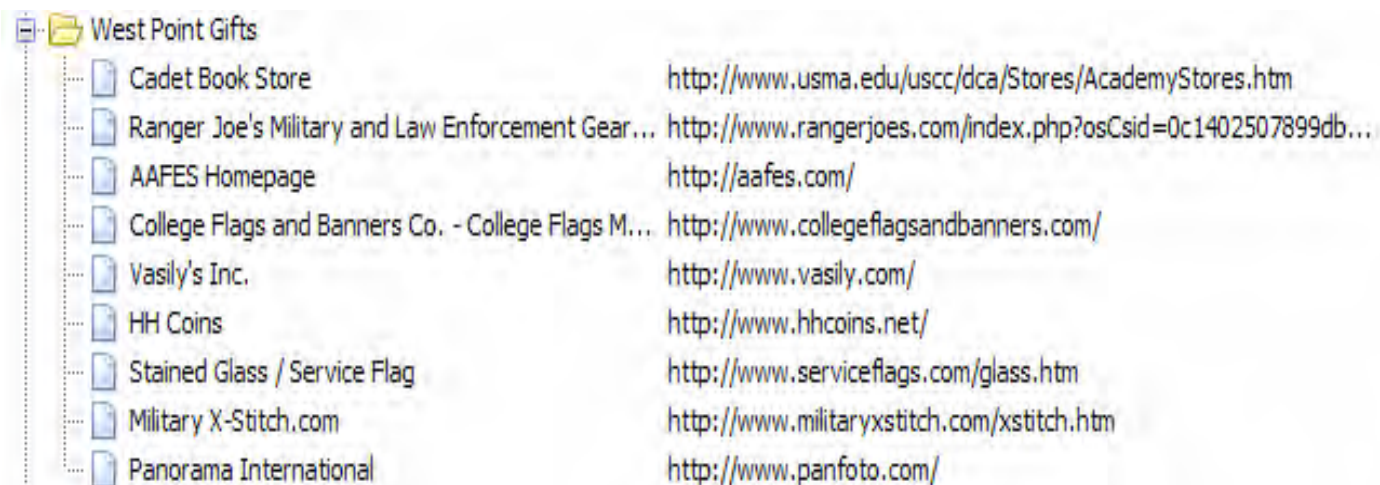
This folder contains links to miscellaneous physical “things”.



West Point Gifts

Somewhat misleading... these bookmarks are a collection of gifts and e-commerce sites that have stuff that we may be ordering for us or for our cadet. So the folder started as gifts, and

probably needs to morph....such is the nature of folder naming... so select a name that makes sense to you, and change it when it no longer applies.



Folder Name	URL
Cadet Book Store	http://www.usma.edu/uscc/dca/Stores/AcademyStores.htm
Ranger Joe's Military and Law Enforcement Gear ...	http://www.rangerjoes.com/index.php?osCsid=0c1402507899db...
AAFES Homepage	http://aafes.com/
College Flags and Banners Co. - College Flags M...	http://www.collegeflagsandbanners.com/
Vasily's Inc.	http://www.vasily.com/
HH Coins	http://www.hhcoins.net/
Stained Glass / Service Flag	http://www.serviceflags.com/glass.htm
Military X-Stitch.com	http://www.militaryxstitch.com/xstitch.htm
Panorama International	http://www.panfoto.com/

West Point Misc

An eclectic collection ranging from the hospital address – hope you don't need that one –to flight tracking with a site for girl friends of cadets thrown in. That's why it's called miscellaneous....



Folder Name	URL
USMA Class of 08 home page	http://www.usma.edu/Class/2008/
Keller Hospital	http://www.usma.edu/Meddac/
Welcome to Systems Engineering :: All Systems ...	http://www.se.usma.edu/newsite/home/startup.asp?f=home
Academy Photo Home Page	http://www.academyphoto.com/
US Corp of Cadets INSIGNIA	http://www2.powercom.net/~rokats/usma.html
USMAGIRLFRIENDS.NET	http://www.usmagirlfriends.net/
GCS- Military Tributes	http://www.gcsdistributing.com/?pv=Hm
Welcome to FlyteComm	http://www.flytecomm.com/cgi-bin/trackflight
 Aeroseek: Real-Time Flight Tracking	http://www.aeroseek.com/webtrax/

West Point ORG

Here are lots of links that I rely on often to get information from WP-Org. Just a few websites that you should consider saving. I'll point out the final link marked by a blue arrow as a really good site with lots of useful links... thanks to Pam Sutey !

West Point Org	
West Point Parents Club of North Carolina	http://www.west-point.org/parent/wppc-nc/index.html
West Point ORG	http://www.west-point.org/
West Point Org Link	http://www.west-point.org/parent/wpp-net/
West Point Org FAQ's	http://www.west-point.org/parent/wpp-net/faq/
WP Org - Parent Net	http://www.west-point.org/parent/parent-forum/
WP-Org - Plebe Net	http://www.west-point.org/parent/plebe-net/
Parent Net Archive Search	http://archives.west-point.org/index.cgi?__DO_LOGIN=1
WP-ORG Listserve Search	http://archives.west-point.org/
countdown clocks	http://www.west-point.org/parent/parent-forum/clocks/clock.html
Cadets of West Point	http://www.westpointcadets.org/
WPPC MD-DC-VA	http://www.wppc-mddcva.org/
2008 Memories Page	http://www.west-point.org/family/mem2008/
Misc Important Links on 2009 Memories	http://www.west-point.org/family/mem2009/links.html

What other folders do you need ?

I have folders for other key areas of interest. One day my Cadet will be commissioned and thus I have started saving bookmarks for Army topics. Some of these include:

Army	
U.S. Army HOOAH 4 HEALTH APFT	http://www.hooah4health.com/4you/apft.htm
U.S. Army Individual Decorations	http://www.americal.org/awards/achv-svc.htm#AAM
USO Locations	http://www.uso.org/PUBS/8_15_84.cfm#Illinois
U.S. Army Chief of Staff's Reading List	http://www.army.mil/cmh-pg/reference/CSAList/CSAList.htm
Defense Finance and Accounting	http://www.dod.mil/dfas/
ArmyMWR Travel Page - Information, Tickets & ...	http://www.armymwr.com/portal/travel/travelresources/

The OSOT folder is where I store links associated with Operation Support Our Troops.

OSOT	
OSOT - Operation Support Our Troops	http://www.west-point.org/family/support-our-troops/

What's next ?

Start creating your folders.

If you don't know how, ask your Cadet Candidate and get them to help you create a set of empty folders to store your bookmarks.

Start saving bookmarks/favorites and place them in the appropriate folder

Each browser is a little different in how you save a bookmark. Experiment and learn.

If you saw something interesting in my collection, you could type in one of the web addresses above. Or you could use a search engine to find the same site, and then save it to your folders. I would do both, depending on the length of the URL.

Take a moment to re-organize your bookmarks

Admittedly this will be a little more challenging to organize if you are using the common browser. Usually you can drag and drop the bookmarks into the appropriate folder, but you don't have a very big window to play with. Keep trying... it's possible even if not user friendly.

When you finish, you will be able to access your key websites quickly and easily !