

Presentation Notes:

1. Talk about the tool bar sections
 - a. page forward, back refresh
 - b. mention that home button is optional
 - c. demonstrate vertical tabs – mention its a recent additon

2. Talk about url block and padlock
 - a. click padlock and show options
 - b. demonstrate read aloud
 - c. show quick zoom
 - d. mention star for quick add to favorites
 - e. show split screen
 - f. show collections
 - g. show the other junk and how to right click and hide

3. Briefly talk about extensions
 - a. mention we'll talk more about extensions later

4. Click Favorites icon
 - a. demonstrate how to import bookmarks
 - b. click manage favorites and then more actions menu
 - c. click import select Firefox
 - d. deselect all but bookmarks
 - e. show how to move to favorites bar

5. Click personal icon
 - a. talk about sync and add profile
 - b. click and demonstrate guest browsing
 - c. mention that this is quick settings - we'll discuss manage profile later

6. Click 3 dots settings icon
 - a. talk about new tab, new window and new InPrivate window
 - b. briefly show how favorites are the same and remove icon from taskbar
 - c. open history and demonstrate the three choices
 - d. click downloads and demonstrate the choices
 - e. demonstrate apps
 - f. click extensions
 - show installed extensions
 - show keyboard shortcuts
 - show how to get and install extensions
 - show how to get extensions from Google Store
 - g. demonstrate collections
 - h. show print menu
 - i. demonstrate web capture – mention its a recent addition
 - j. show share menu
 - k. demonstrate find
 - l. demonstrate read aloud
 - m. talk about more tools
 - how to save a web page

- cast to another device (usually TV)
- demonstrate pin to task bar
- show browser task manager
- demonstrate developer tools

n. briefly talk about help and feedback

6. Open Settings

Before clicking settings

- a. talk about this being the area where you make changes to fit your style
- b. mention that many we've already viewed many items in other places

Special things to point out in various sections:

Profiles – remember when I said many things we'll discuss later? Close settings and click personal icon – manage personal settings

Appearance – scroll down and enable buttons

New tab page – disable extension and show native options

Cookies and Site permissions:

Ads – discuss adding uBlock Origin

Zoom levels – show how they just recall last visit levels

Family safety – things you can do:

1. set screen time limits
2. filter content
3. get activity reports
4. find your family
5. and more

System and performance – don't mess with proxy settings

show sleeping tabs – mention its a newer feature

About Microsoft Edge – place to check for updates