CREATE A SHORT-CUT TO DESTINY WITH FIREFOX

In this tutorial you will learn how to create a bookmark, add it to the Favorites folder, and create a short-cut to your school's Destiny database using Firefox 3 or later.

- 1. Open Firefox
- 2. Type the following on the address bar: https://lausd.follettdestiny.com
- 3. Search for your school, but DO NOT click on the link
- 4. Click on the little grey bookmark icon



- 5. A "<u>New Bookmark</u>" small window will open
- 6. Make sure that you UNCHECK "Load this bookmark in the sidebar"
- 7. Click on the "<u>Add</u>" button



- 8. Toward the top of the browser click on "Bookmarks"
- A menu will drop-down. Look for the short-cut you just created It will be located toward the bottom of the list. *Example: <u>Destiny – 4th Street Primary Center (3974)</u>*
- 10. Once you locate the link, right-click on the icon
- 11. On that menu, click on the "Copy" selection

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- 12. Minimize the browser
- 13. On the Desktop, right-click and select "Paste Short-cut".
- 14. To test double-click on the newly created short-cut. It should take you straight to your school's database.

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NOTE: You can copy and paste the short-cut to a portable drive and copy it to the other computers as needed.

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