

Notification of scheduled application / service outage or update

Application / Service: Microsoft Edge deployment

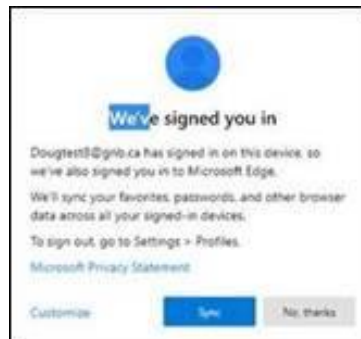
Beginning the evening of Tuesday, Dec. 1, Microsoft Edge browser will be deployed as an additional browser over the coming days. Internet Explorer will not be removed. This initiative will help support many of the newer applications being deployed such as Microsoft Teams.

Instructions for when you open the new Edge browser for the first time:

1) Sync your account to Microsoft

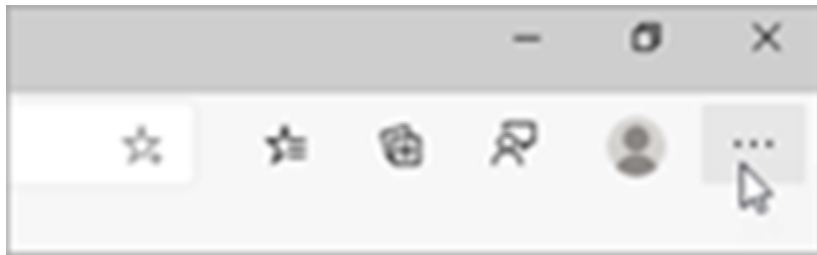
- You will be presented with the following popup screen prompting to sync your account to Microsoft.
- Click on "Sync"

This is an optional setting however syncing your account will allow you to sync information such as favorites, history, open tabs, and collections across multiple devices you log into.



2) Import your "Favourites," if needed.

- Internet Explorer is still your default browser.
- Your "Favourites" have been imported by default on first use of Edge regardless of sync settings. If for some reason favorites have not been imported, or you wish to import settings from Chrome, you can import them manually by using the following steps:
 - A. Open Microsoft Edge and select "Setting and More" at the top corner of the window.



- B. Select "Favourites>Import."
- C. Under "Import From," select the browser from which you want to import your favourites.
- D. Choose what you want to import from the browser.
- E. When the import is complete, you'll see a notification. Select "Done."

If you encounter any difficulties, please contact the service desk for assistance: service@SNB.ca or 1-844-354-4357.