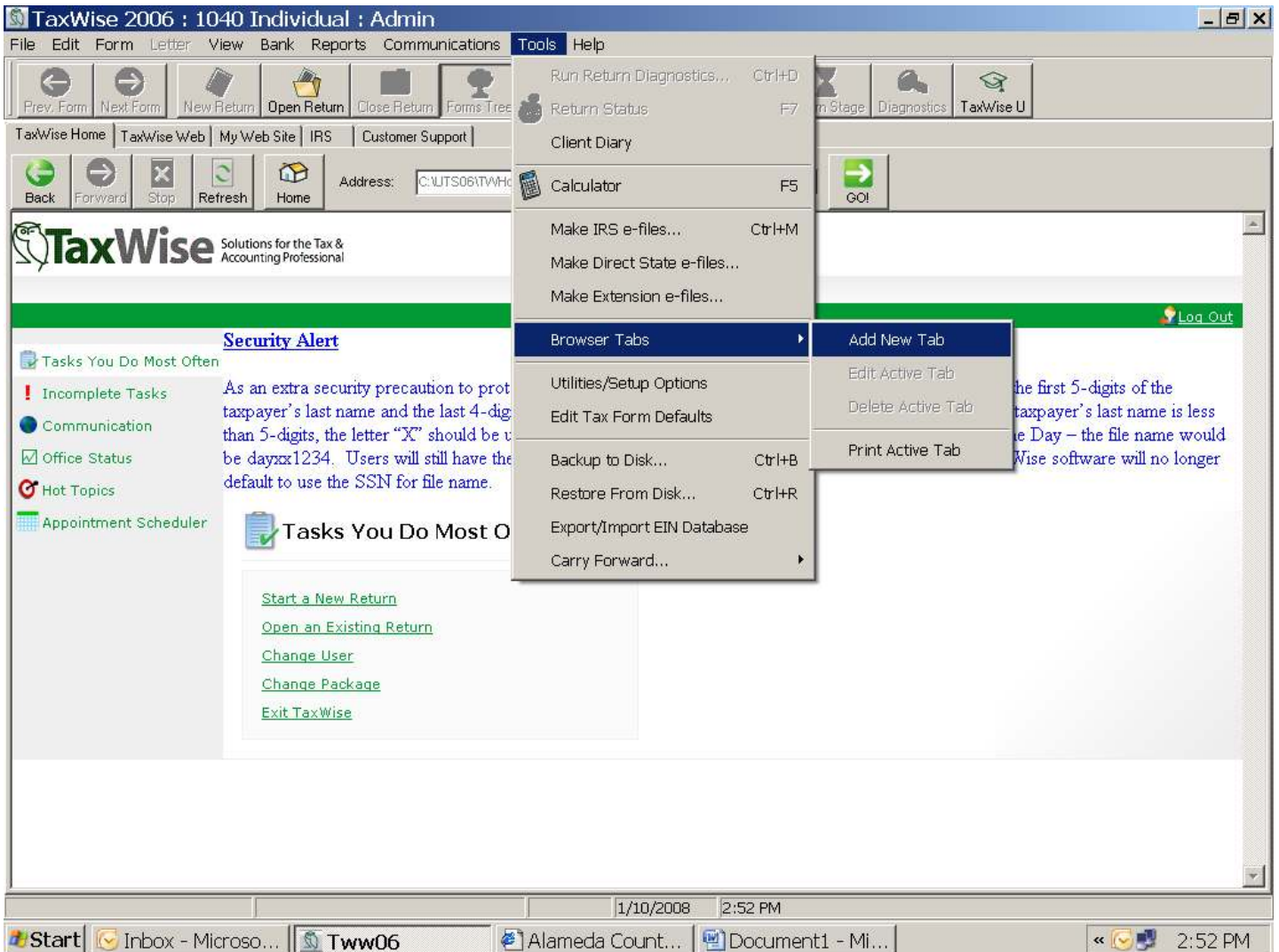


Bookmarking Websites in Taxwise 2008 EITC Campaign: Alameda County

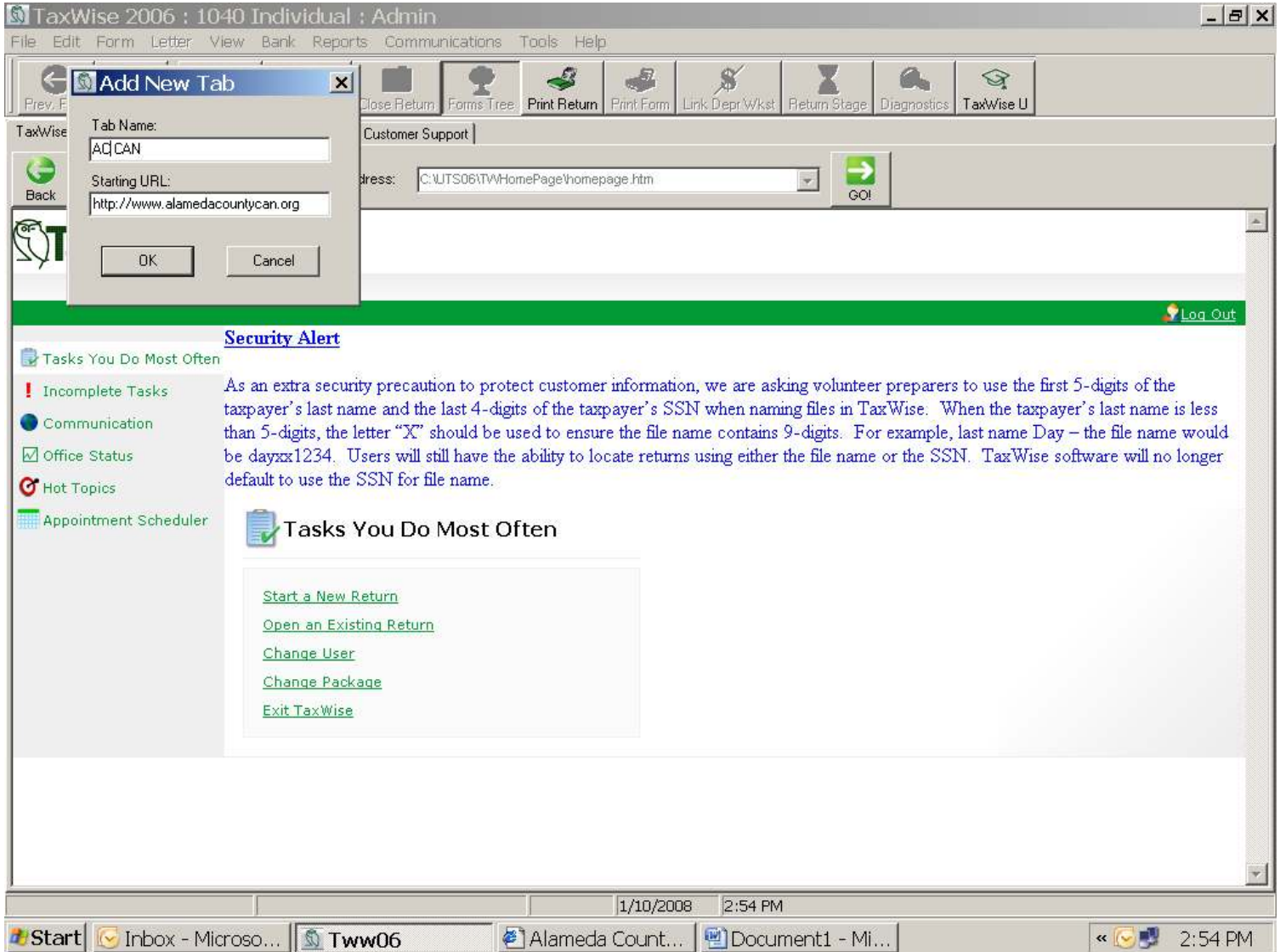
You can add tabs in Taxwise that open web pages of your selection. This feature is very similar to bookmarking a website and can be used to refer clients to local resources and services, such as the *Alameda County Community Action Network (AC-CAN)* website which contains a directory of income and asset development service providers.

To create tabs, use the following steps:

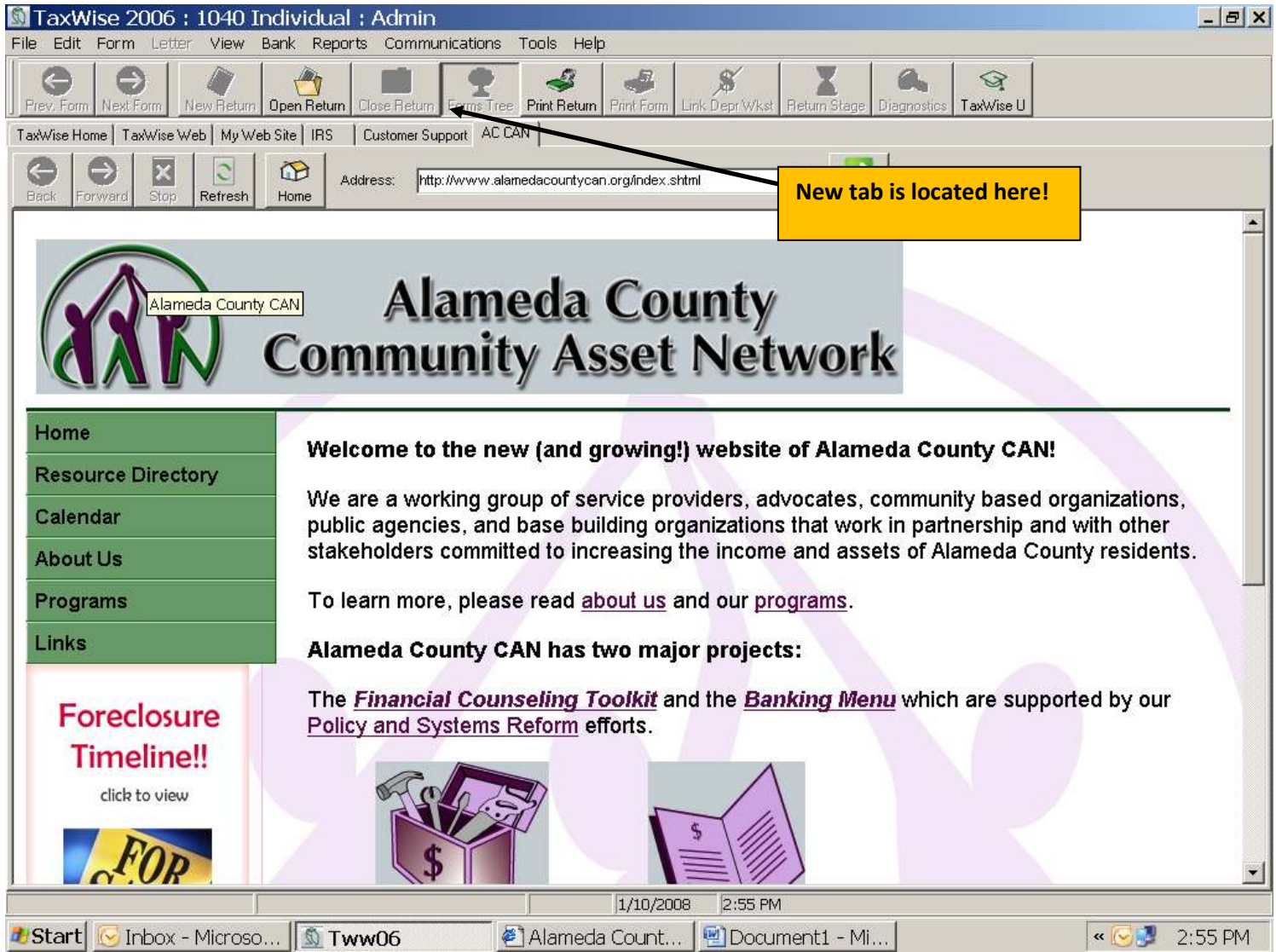
- 1) Open Taxwise, click the **Tools** menu, point to **Browser Tabs**, and click **Add New Tab**.



- 2) Taxwise will display the **Add New Tab** dialog box, and automatically defaults to Taxwise Web.
- 3) Type in a **tab name** of your choice. **Example: AC-CAN**
- 4) Open up your internet browser, find your desired website, press **Ctrl+C** to copy the URL from the **Address bar**.
- 5) Go back to Taxwise, and paste the URL, using **Ctrl+V** into the **Starting URL** box.
- 6) Press **OK**.



7. You have successfully created a new tab, located in the tool bar!



Questions or need assistance?

e-mail eitc@urbanstrategies.org