Setting the Home Page in Internet Explorer to MyBucks

In order to ensure that announcements posted to the new MyBucks are not missed, the ideal solution is to set the web browser to open each time to MyBucks. These directions will apply to Internet Explorer version 8.

1. Open Internet Explorer. After the browser opens, click on the Tools menu, slide the mouse down to Internet Options and click to open the dialog window.

2. Once the Internet Options dialog box opens check to see if the General tab is selected. If it is not, click on that tab. If it is already open, notice the Home page section in the window. In the Address text box, type in http://portal.bucks.edu and click OK.
3. After clicking OK you are returned to the browser. Click the **Home** button on the standard toolbar.

4. After clicking the **Home** button on the standard toolbar, the MyBucks sign in will display. Type in your User name and Password then click **OK**. After signing in, the MyBucks page will display.

5. From this point forward, each time Internet Explorer is opened, the BCCC MyBucks page will display. If this page is left open throughout the day, be sure to click the **refresh** button to update the information displayed on the page.