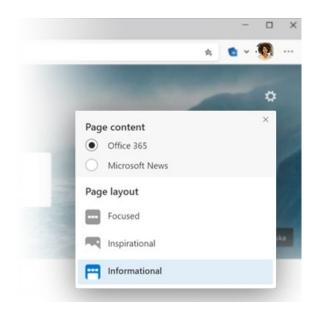


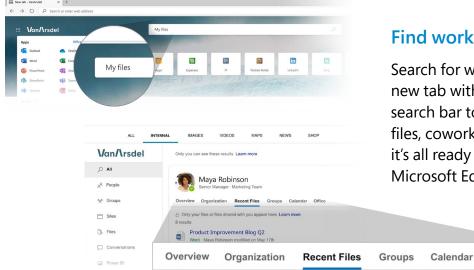


# How to be more productive Get more done with Microsoft Edge

## Add Office 365 to your new tabs

Turn every new tab into a portal for productivity! Set **Page Content** to 'Office 365' to see recent files you've worked on, shared documents from your coworkers, or open an Office 365 app through the app launcher.





### Find work files and information

Search for work results right from your new tab with Microsoft Search. Use the search bar to save time finding work files, coworkers, and more. Best of all, it's all ready to go if you're signed into Microsoft Edge with your work account.

Office









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## Collect and organize content on the web

Instead of dozens of open tabs, try saving those sites, or site content, to a Collection. Name the collection and store info as you browse.

## Search without opening a new tab

Find something on a site that you'd like to look up? Instead of opening a new tab, use Sidebar Search. Highlight what you want to search, right-click it, and select "Search in sidebar". Search results appear in a new pane so you can stay on the page and in your flow. You can even use it to search your company's intranet!

