

Setup your Browser



PIEDMONT UNIVERSITY BROWSER PROFILES



— Be a Lion. Not a Number —

1

WHY USE BROWSER PROFILES?



Keep school and personal sign-ins separate



Reduce account mix-ups in Canvas, email, and Microsoft 365



Organize bookmarks, tabs, passwords, and extensions



Switch between school and personal browsing quickly

2

CREATE A SCHOOL PROFILE



1

Open Google Chrome or Microsoft Edge



2

Click the profile icon in the top-right corner



3

Choose **Add** or **Add profile**



4

Name it "Piedmont School" and pick a color or icon



5

Sign in with your Piedmont account

3

USE EACH PROFILE FOR THE RIGHT TASKS



SCHOOL PROFILE

Use this profile for your university work.



Canvas



Piedmont email



Microsoft 365



OneDrive



School research and classwork



PERSONAL PROFILE

Use this profile for your personal browsing.



Personal email



Shopping



Streaming



Social media



Personal browsing

4

QUICK TIPS



Pin both profiles to your taskbar or dock for easy access



If a site opens the wrong account, switch profiles instead of signing in over it



Browser profiles keep separate history, bookmarks, passwords, and extensions



GOOD TO KNOW



Browser profiles are different from tabs. Each profile keeps its own saved sign-ins, settings, and bookmarks.