## Learning Connect

## Adding a Weblink to Your Course

A URL, or web link, is used for quick access to an external web resource. In this document, you will learn how to:

• Create a URL in the Course Content Area

## **Create a Weblink in the Course Content Area:**

- 1. Open a **Content Area**.
- 2. Under Build Content, select Web Link.

Course Content ☉						
Build Content 🗸	Assessments 🗸	Tools 🗸	Pul	olisher Content 🗸		
Create Item File Audio Image	New Page Content Fold Module Pag Blank Page Mashups Flickr Photo	ler 9				
Web Link Learning Module Lesson Plan Syllabus Course Link Content Package (SCOF Document Package	SlideShare I YouTube Vid Wimba Voice	Presentation eo e Authoring				

3. Fill in the Web Link Information section. Name the URL and enter the URL.

<b>Create Web Link</b> A Web Link is a shortcut to a Web t	resource. Add a Web Link to a Content Area to provide a quick ac	cess point to relevant materials.
<mark>⊀</mark> Indicates a required field.		
1. Web Link Information * Name		
* URL	For example, http://www.myschool.edu/	

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- 4. (Optional) Give the URL a **Description**. Text
- 5. (Optional) Attach files if necessary.

3.	Attachments			
	Attach a file from a local drive, Course Files, or the Content Collection. All attached files are saved in Course Files. Click <b>Do Not Attach</b> to remove the attachment. The file itself is not deleted.			
	Attach File	Browse My Computer	Browse Content Collection	

6. In the **Options** section, set if you want the link to be available to users, if you want the number of views to be tracked, and the desired date restrictions for the tool link.

4.	Options	
	Permit Users to View this Content	⊚ Yes ⊚ No
	Open in New Window	⊚ Yes ⊚ No
	Track Number of Views	⊘ Yes
	Select Date and Time Restrictions	<ul> <li>Display After</li> <li>Enter dates as mm/dd/yyyy. Time may be entered in any increment.</li> <li>Display Until</li> </ul>
		Enter dates as mm/dd/yyyy. Time may be entered in any increment.

7. Click Submit.