

# Add a Web Link

1. Make sure **Edit Mode is on** (Figure 1).
2. Select a content area from the course menu (Figure 2).
3. Hover over Build Content, then click on Web Link (Figure 3).

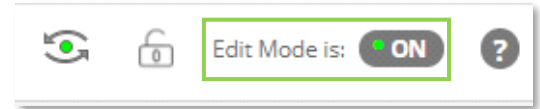


FIGURE 1

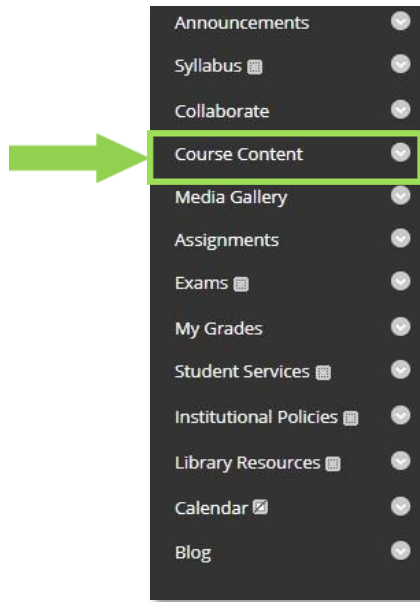


FIGURE 2

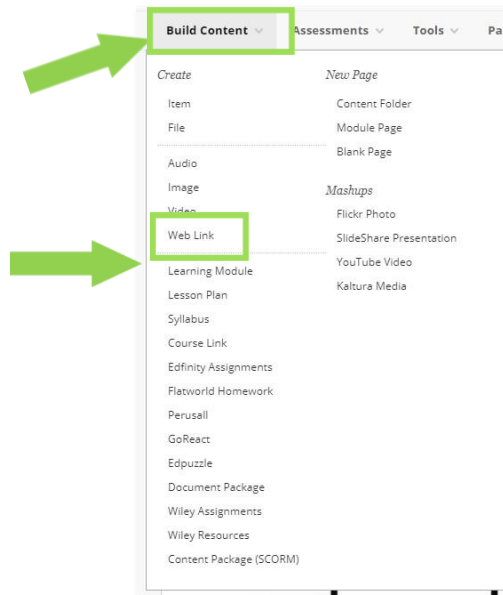


FIGURE 3

4. Enter in the **name** and **URL** for the web link (Figure 4).

**WEB LINK INFORMATION**

\* Name

\* URL

*For example, <http://www.myschool.edu/>*

This link is to a Tool Provider. [What's a Tool Provider?](#)

FIGURE 4

5. Scroll down and select whatever options you'd like. You can add a description, attach files, or change settings for the web link. It is suggested that you set the **Open in New Window** setting to **Yes** to make it easier to browse your course. Once you're finished, click on **Submit**.