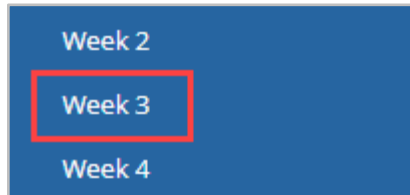


CREATE A WEB LINK

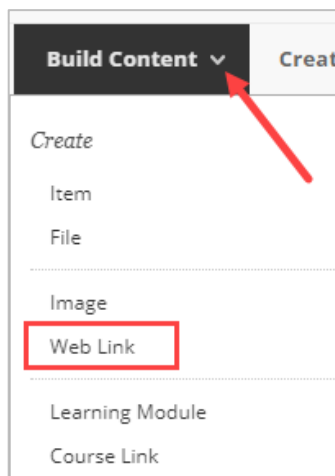
A web link allows you to link to a website from within your ulearn site.

Instructions

1. **Navigate** to the Content Area (Week 1, etc.,) where you would like to add a web link.



2. **Hover** over Build Content and **select** Web Link.



3. **Enter** a name for the Web Link, as well as the URL.

A screenshot of a form titled 'WEB LINK INFORMATION'. It has two main input fields. The first is labeled '* Name' and contains the text 'New York Times'. The second is labeled '* URL' and contains the text 'https://www.nytimes.com/'. Below the URL field, there is a note: 'For example, http://www.myschool.edu/'. Red arrows point to the text in both input fields.

4. If desired, **Add** a link description in the text box, attach files or course links, and set any restrictions you wish.



CREATE A WEB LINK



STANDARD OPTIONS

Permit Users to View this Content Yes No

Track Number of Views Yes No

Select Date and Time Restrictions

Display After  
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until  
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

5. It is recommended that you keep the **Web Link Option** set to Yes. Opening the link in a new window will ensure that student access to the ulearn site will not be interrupted.

WEB LINK OPTIONS

Open in New Window Yes No

6. Click Submit.