



## Adding a URL or Course Link

Most of your course contents will be added in one of the *Content Areas*. Determining how you will present the information for your students is an important decision. Please take time to think about the layout of your content.

| Content Areas                      |                                |
|------------------------------------|--------------------------------|
| <a href="#">Course Information</a> | <a href="#">Assignments</a>    |
| <a href="#">Course Documents</a>   | <a href="#">External Links</a> |

[Remember that you can add new content areas or modify the names of existing content areas by going to the **Manage Course Menu** link in the *Control Panel*.]

### Adding a URL to a Course Content Area



1. In the *Control Panel*, select a course content area [*Course Information*, *Assignments*, or an area you have created].
2. Click the **URL** icon.
3. In the *Set Area Properties* section, type the name of an external website into the *Area Name* space provided [Example: Nursing World Link].

**1 Set Area Properties**

|            |  |
|------------|--|
| Area Type: | External Link  |
| Area name: | <input type="text" value="Nursing World Link"/><br><small>Suggested Maximum 18 characters.<br/>Shorter names that use wide characters may cause rendering problems for graphical button-style navigation.<br/>See "Course Design" under Settings to change navigation style.</small> |
| Target:    | <input type="text" value="http://www.nursingworld"/>   |

4. Type the entire website address into the *Target:* space provided [Example: <http://www.dickinson.edu>]
5. Select whether you want the website to be visible to the students and if you would like the website to "launch" in a new browser.
6. Click the **Submit** button to complete the action.

### Adding a Course Link within a Course Content Area



1. In the *Control Panel*, select a course content area [*Course Information, Assignments*, or an area you have created].
2. Click the **Course Link** icon.
3. On the Add Course Link page, select a name for the link or type one into the space provided.

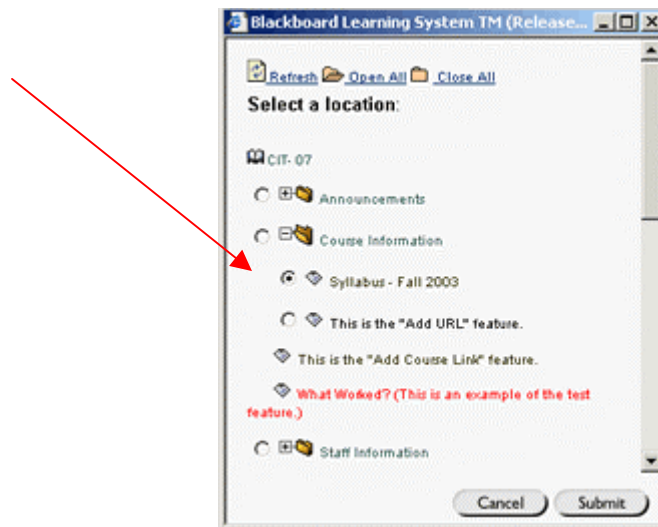
**1 Course Link Information**

**Name:**

or specify your own name:

**Choose Color of Name:**

4. Select a color for the link name.
5. Click the **Browse** button to open a course outline box.
6. Select the area that you would like to link to [Example: Syllabus – Fall 2003].
7. Click the **Submit** button.



8. The course item name will appear next to the **Browse** button.

**2 Course Link Attachments**

Click "**Browse**" to choose item to link to

**Link location:**

9. Select whether you want the website to be visible to the students and if you would like the website to "launch" in a new browser.
10. Click the **Submit** button to complete the action.