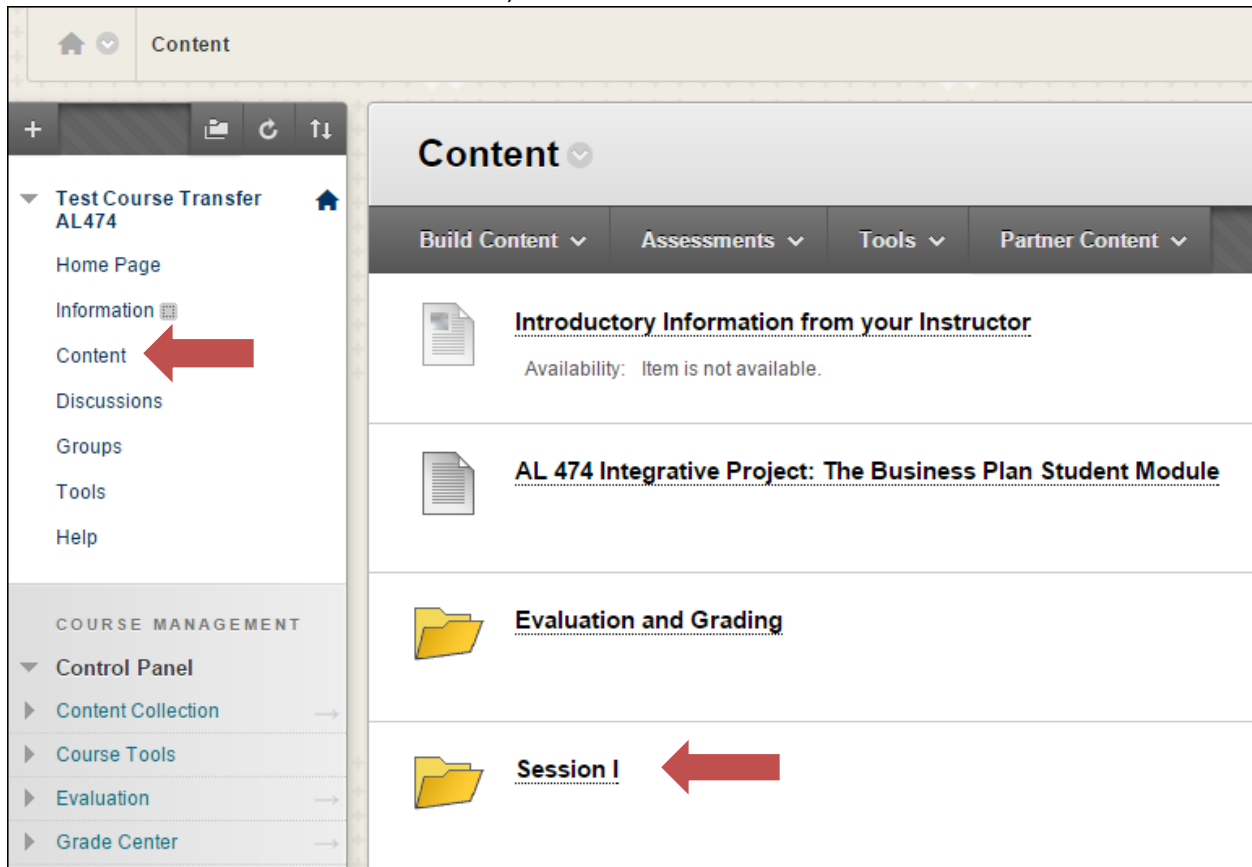
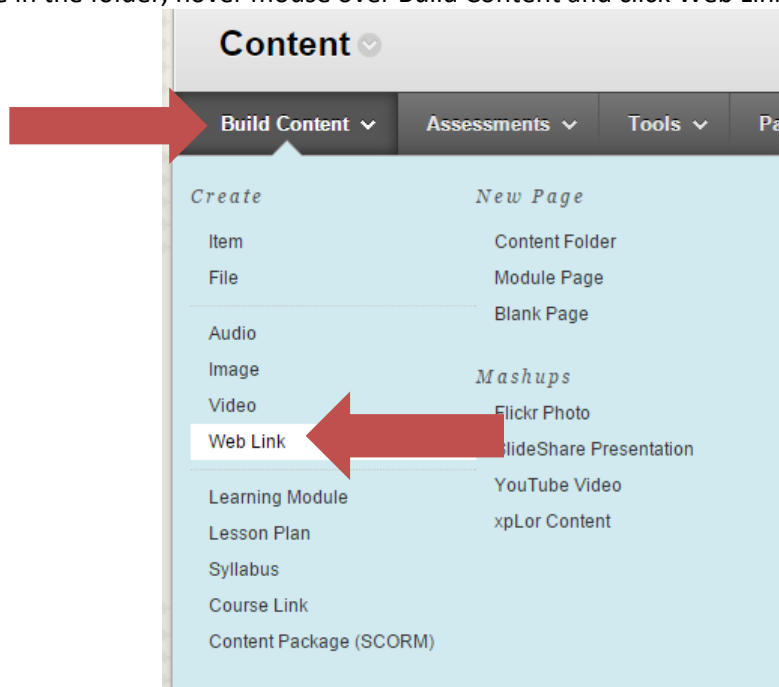


1. Add a Web Link

- a. In your course, click on content, then find where you would like to place the link. For example, to add a weblink inside the Session I folder, click on the folder title.



- b. Once in the folder, hover mouse over Build Content and click Web Link.



- c. Enter the web link name and the website URL.*

* Indicates a required field.

WEB LINK INFORMATION

* Name ←

* URL ←
For example, http://www.myschool.edu/

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

*Note: Include the https:// of the URL. It is recommended you copy the URL from the actual website and paste it in the URL field above.



- d. Type a description (if desired) in the text box and click submit.

DESCRIPTION

Text

Rich text editor toolbar with options for Paragraph, Arial, 12pt, bold, italic, underline, link, unlink, list, indent, outdent, and other formatting tools.

Path: p

Cancel Submit

- e. The web link is added to your course.

