

Academic Technology Services

Overview

Instructors can add Course and External links to the Course Menu. This flexibility gives the instructor many options for providing students with direct access to course tools and materials.

The **Course Link** page enables the instructor to add a link to another area within the course. For example:

1. Instructors may add a link to an Assignment or Assessment that is due.
2. A link to the course syllabus could be provided, enabling students to access it more easily.

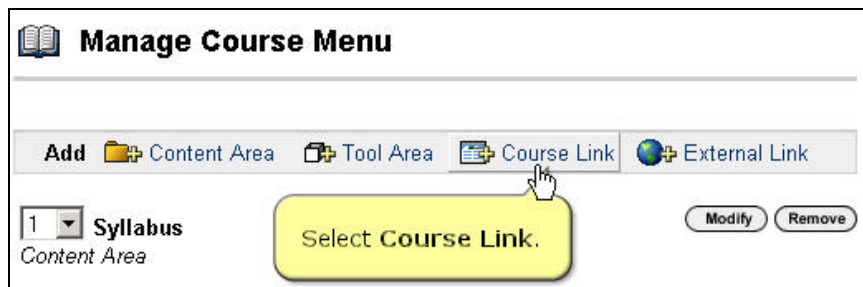
The **External Link** page enables the instructor to add an External Link area to the course. When students select this area in the Course Menu they will automatically be taken to the URL linked to this area.

Manage the Course Menu

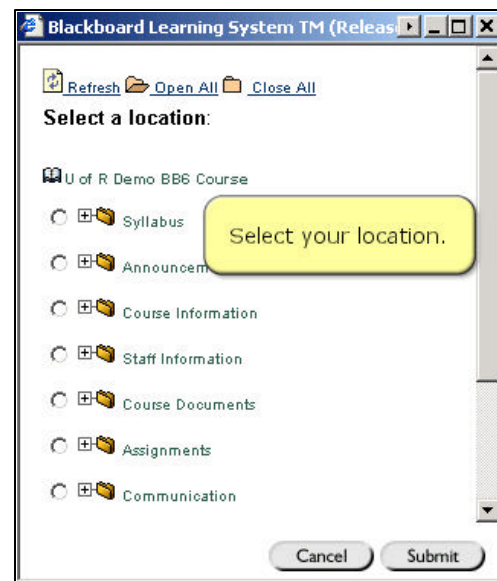
1. Open the **Control Panel**.
2. Click **Manage Course Menu** in the **Course Options** area.

To create a **Course Link**:

- Select Course Link

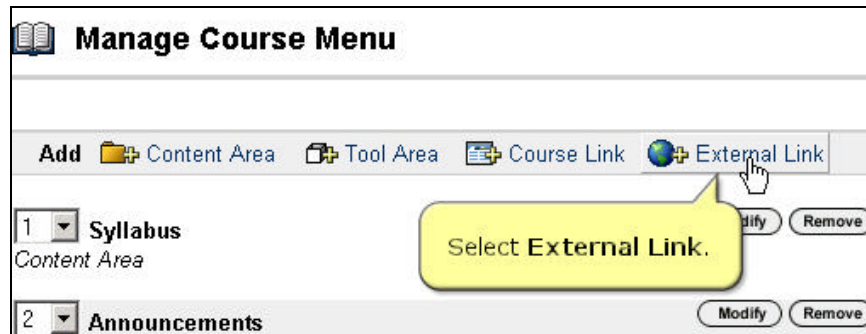


- Name your link.
- Click **Browse**.
- Select the location in your course.
- Press **Submit**.



To create an **External Link**:

- Select External Link



- Name your link
- Enter the URL (i.e., <http://www.amazon.com>)
- Press **Submit**.