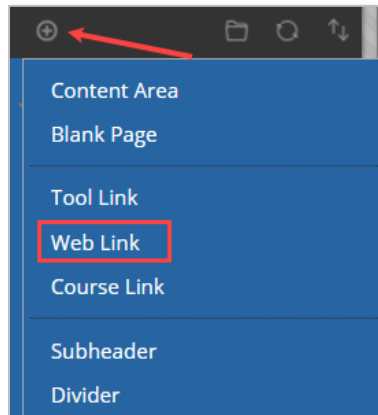


COURSE LINK ON LEFT MENU

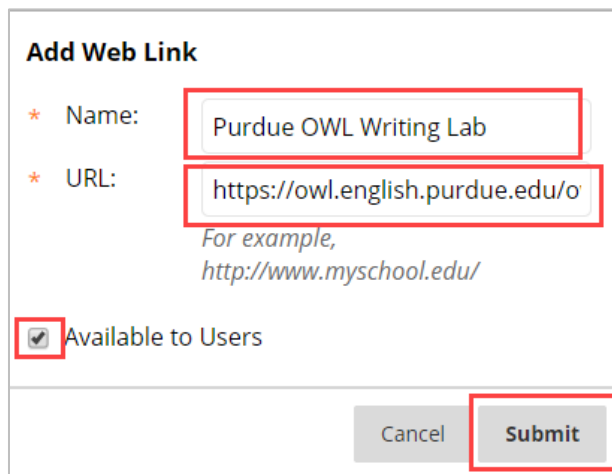
A web link allows you to link to a website from your left menu. This is particularly useful if you have a resource that must always be available to your students in ulearn.

Instructions

1. **Navigate** to left course menu. Click on the + and then select **Web Link** from the menu.



2. Provide a **Name** for the link in the name field and provide the **website link** (URL) in the URL field. Be sure that "Available to Users" has a check in the box so that students can see the resource. When done, click **Submit**.

A screenshot of the 'Add Web Link' form. The form has a title 'Add Web Link' and two required fields: 'Name' and 'URL'. The 'Name' field contains the text 'Purdue OWL Writing Lab' and is highlighted with a red box. The 'URL' field contains the text 'https://owl.english.purdue.edu/o' and is also highlighted with a red box. Below the URL field is a note: 'For example, http://www.myschool.edu/'. There is a checkbox labeled 'Available to Users' which is checked and highlighted with a red box. At the bottom of the form are two buttons: 'Cancel' and 'Submit', with the 'Submit' button highlighted by a red box.

3. The web link appears on the left menu. Click to the right of it and from the down arrow, select **Set Link to Open in a New Window**.



COURSE LINK ON LEFT MENU

