

# Blackboard: links



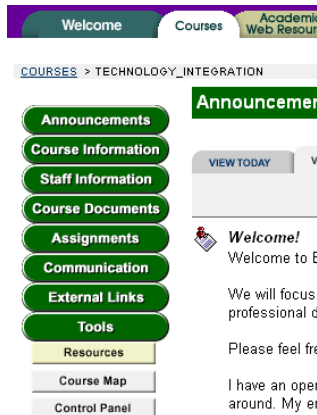
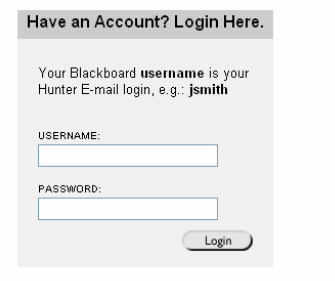
## Introduction

This HOWTO explains how to make, edit, and delete links. Links are simple links to websites you think are valuable.

**There is a much better way to organize your links and favorite websites. Please take a peek at the del.icio.us HOWTO.**

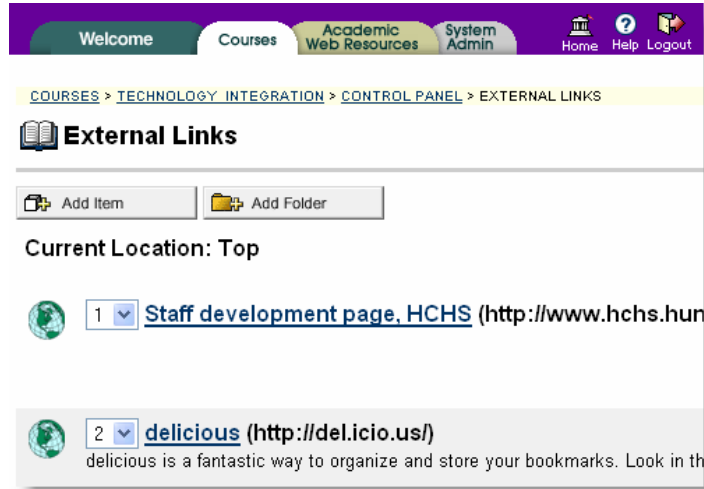
## HOWTO

- 1) Login in
- 2) Click on control panel
- 3) Click on external links

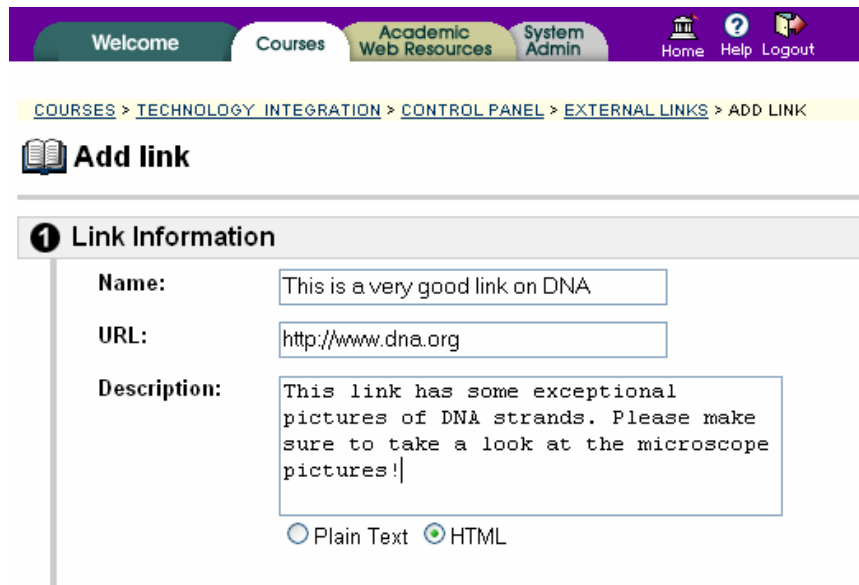


4) To **add** a link...

4.1) Click the add item 



4.2) Fill out the information about your link:



The screenshot shows the 'Add link' form in the same web application. The header and breadcrumb trail are identical to the previous screenshot, but the breadcrumb trail ends with 'ADD LINK'. The main content area is titled 'Add link' and features a section titled '1 Link Information'. This section contains three fields: 'Name:' with the value 'This is a very good link on DNA', 'URL:' with the value 'http://www.dna.org', and 'Description:' with the value 'This link has some exceptional pictures of DNA strands. Please make sure to take a look at the microscope pictures!'. Below the description field are two radio buttons: 'Plain Text' (unselected) and 'HTML' (selected).

4.3) Choose any options which are appropriate

The image shows a dialog box with a light gray background and a white border. It is divided into two sections. The first section is titled '2 Options' and contains two rows of radio button options. The first row is 'Do you want to make the link visible:' with 'Yes' selected (indicated by a green dot) and 'No' unselected. The second row is 'Launch Item in external window' with 'Yes' unselected and 'No' selected. The second section is titled '3 Submit' and contains the text 'Click "Submit" to finish. Click "Cancel" to abort this process.'

*You can choose link visibility, which will simply make the link visible. You might use this if you didn't want your students to see a link until a certain period of time had gone by.*

*Launching the link in an external window can be helpful, as it opens a new window for your students. When they click on a link, there are 2 windows open; one with the site you chose, and one with blackboard.*

4.4) Don't forget to click submit!

