Creating a Course Link

Course Links allow you to create a link to a location or piece of content that already exists elsewhere in the course site. Course links do not create a duplicate of the item you are linking to, just a shortcut.

**Step 1:**
Place your mouse arrow over the [+ button in the top-left corner of the course menu and choose “Course Link” from the list of links that appears.

**Step 2:**
Click the “Browse” button and select the location/item in your course site that you would like to link to.

Type a name for your new link in the “Name” field and check the “Available to Users” box if you would like students to see this new link. Finally, Click the “Submit” button to add your new link to the menu.