

# Blackboard: links



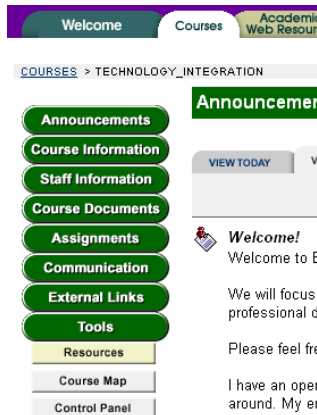
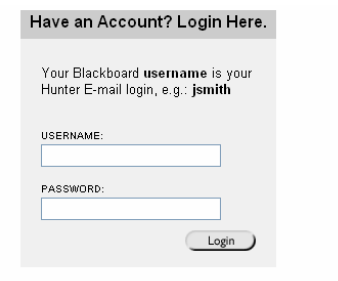
## Introduction

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](#).**

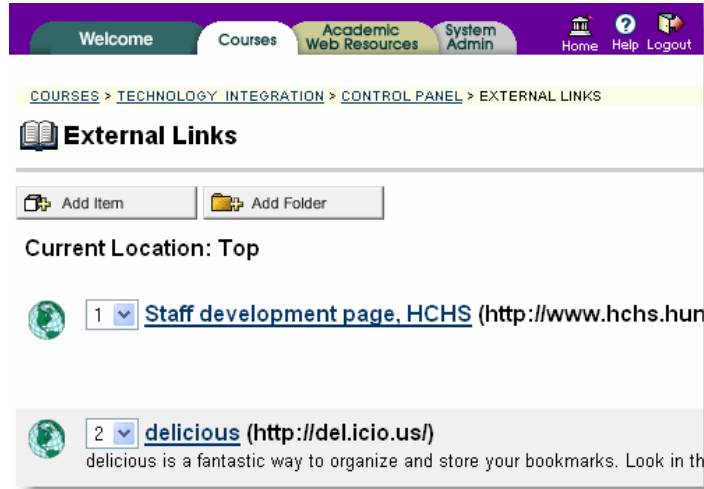
## HOWTO

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

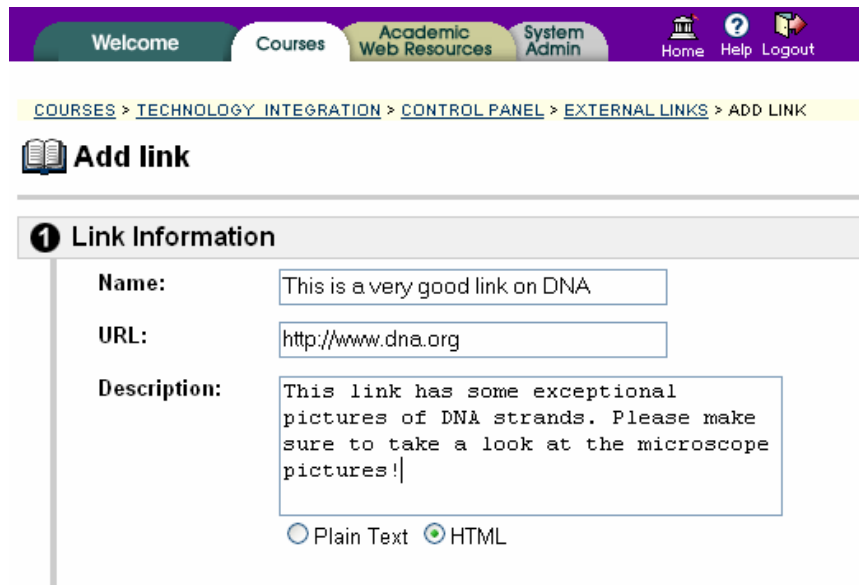


4) To **add** a link...

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 the same as in the previous screenshot, but the breadcrumb trail now includes 'ADD LINK'. The main content area is titled 'Add link' and has a section '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!'. At the bottom of the form, there 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 header and footer. The header contains a bold '2' in a circle followed by the text 'Options'. Below this, there are two rows of text with radio buttons. The first row is 'Do you want to make the link visible:' followed by a selected radio button (with a green dot) for 'Yes' and an unselected radio button for 'No'. The second row is 'Launch Item in external window' followed by an unselected radio button for 'Yes' and a selected radio button (with a green dot) for 'No'. The footer contains a bold '3' in a circle followed by the text 'Submit'. Below this, there is a line of 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!

