Facility Quick Tips
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How to
Add a Web Link to the Content Area.

Steps to follow:

- Make sure Edit Mode is on (see figure 1)
- Select the content area from the course menu (see figure 2)
- Scroll over “Build Content” and select “Web Link” (see figure 3)
- Type in a Name and the URL for this link (see figure 4)
- Scroll through the page to set up your options for the folder, i.e. “Date and Time Restrictions” (see figure 5)
- Click submit when finished