External Links

About External Links

Links to outside Web sites may be added to Content Areas as External Links. When entering a URL, always enter the full Web address to the link. For example, enter http://www.blackboard.com, not www.blackboard.com or blackboard.com.

Add an External Link

Follow the steps below to add an External Link to a Content Area:

1. Open a Content Area, such as Course Documents, from the Control Panel.
2. Select Add External Link from the Action Bar.
3. Complete the Add External Link page with a Name, Description, and URL for the link. Note that the URL is required.
4. Click Submit.