

Add a Course Link to the Course Menu

Overview

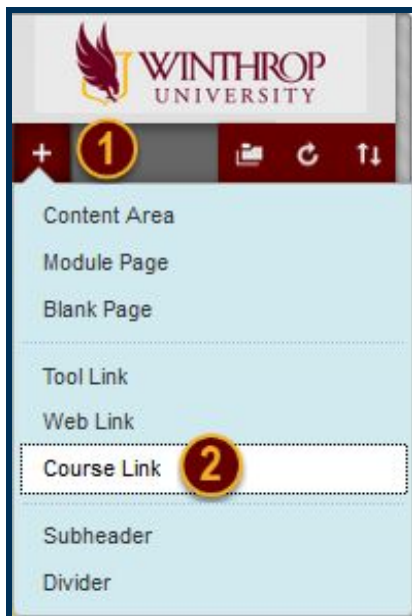
This tutorial will show you how to add **Course Links** to the **Course Menu**. Course Links allow you to link to a Content Area Page, Learning Module, folder, or any other item or activity you have created in another area of the course.

Quick Steps

Course Menu > Add Menu Item > Course Link > Browse > Available to Users > Submit

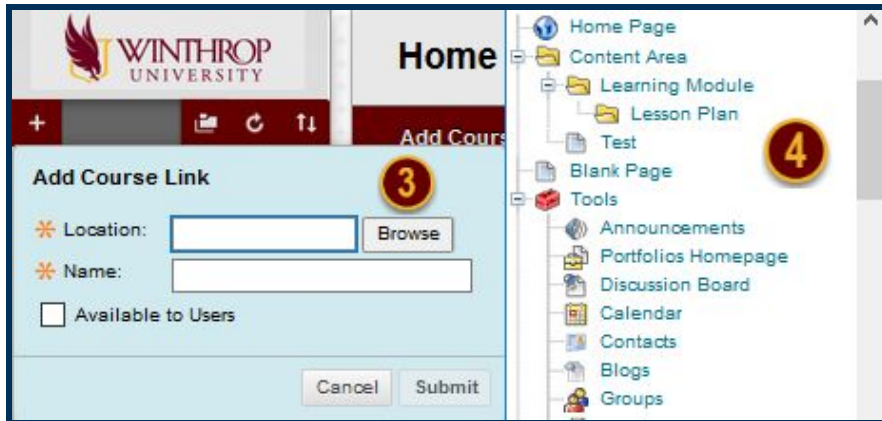
Step 1

From the Course Menu, click the *Add Menu Item* button (+) [1], and select “Course Link” [2].



Step 2

In the Add Course Link menu, following the “Location” field, click the *Browse* button [3]. Use the Window Navigation to select the item you would like to create a Course Link to on the Course Menu [4]. Clicking on the folder or file will complete the action.



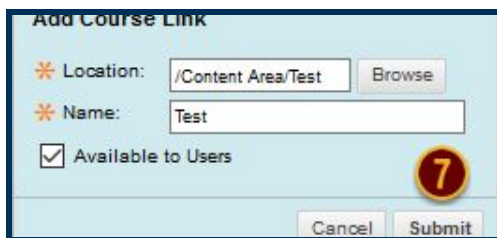
Step 3

Optionally, rename the Course Link as it will appear in the Course Menu by typing in the “Name” field [5]. You can also choose to make the link available to users by checking the “Available to Users” checkbox [6].



Step 4

Click the *Submit* button [7] to insert the Course Link.

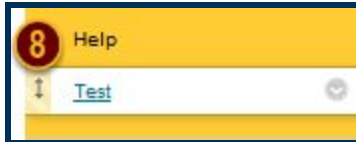


The Course Link will now appear at the bottom of the Course Menu.

Note

You can rearrange the links on your Course Menu to improve navigability.

To do so, hover over a Course Link. The link will change colors and a two-way arrow will appear on the far-left side of the Course Menu [8]. Clicking and holding these arrows will allow you to drag and drop the link into a different location on the Course Menu.



Reordering is also available using the Keyboard Accessible Reordering tool. To use this feature, click the *Keyboard Accessible Reordering: Menu Items* button [9] on the Course Menu.

