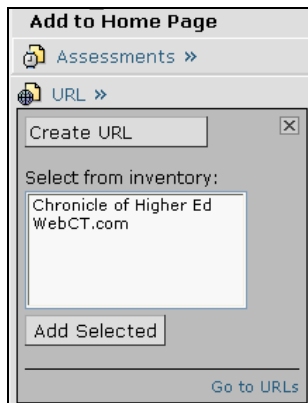


Adding URLs

⇒ To add an existing URL:

1. Under *Add to Home Page* (if you want it directly on the Home Page) or under *Add to Learning Module* (if you want it in a Learning Module folder) click **URL**. The *URL* section expands, displaying the URLs that have already been created.

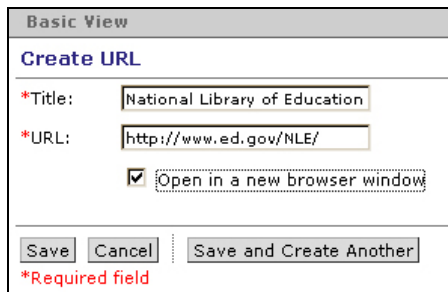


2. Select a URL and click **Add Selected**. The URL is added to the Home Page.

⇒ Creating and adding a URL:

If the URL is not in the inventory, you can create it.

1. Under *Add to Home Page*, click **URL**.
2. Click **Create URL**.



3. Complete the fields for the Title and the URL address. You do not have to type http://. Copying and pasting the URL from your site ensures accuracy.

Click **Save**. The link is added to the Home Page and to the URL inventory