How to Add a Link to an External Website

This document provides instructions for how to add a hyperlink or URL to an external webpage within your course.

1. From the course homepage, navigate to the course section in which you would like to add the link and turn on the course Edit Mode using the button at the top of the page.

2. After the page refreshes to reveal editing options, scroll as needed to find and select the Add an activity or resource link below the section’s contents.
3. This opens a popup window listing the different Activity and Resource options available to use in the course. Select the **URL** option.

4. On the URL settings page, proceed by entering the name under which the link will display in the course within the **Name** field.
5. Next, select the URL or hyperlink you would like to incorporate and copy and paste it into the **External URL** field.

![Adding a new URL to Chapter 3 Medical, Legal, and Ethical Issues](image)

6. Optionally, you may also enter in a description in the **Description** field and choose whether to make this description visible on the contents page by toggling the applicable checkbox directly below.

![General](image)

7. Use the **Display** dropdown menu within the **Appearance** section to determine how the external website will open when it is clicked or accessed.

![Appearance](image)
• **Automatic** displays the hyperlink on a dedicated URL page along with its description (if applicable) where the student must click on the link to open it, typically loading in the same window as the course, which navigates the user away from the course and into the linked page.

![Automatic display example](image1.png)

Clicking the link with the "Automatic" appearance setting will open the URL within your current browser (either in your current tab or in a new tab/window, depending on the URL).

• **Embed** displays the linked URL page within an iframe directly on the course page itself, giving the user a sense that they are not leaving the course to review the URL's contents. **Note:** many websites employ security measures to prevent their sites from loading within an iframe for various reasons, such as clickjacking protection or licensing stipulations. If the URL you choose to display via this appearance method returns an error and does not load, this is likely to be the reason.

![Embed display example](image2.png)
• **In frame** is similar to the above, however it removes most of the course menus and navigation options while displaying the iframed URL at a greater scale. **Note:** many websites employ security measures to prevent their sites from loading within an iframe for various reasons, such as clickjacking protection or licensing stipulations. If the URL you choose to display via this appearance method returns an error and does not load, this is likely to be the reason.

![In frame example](image)

• **New window** opens the URL in a new tab/page within your web browser when it is clicked from the course contents page where it displays.

![New window example](image)

• **Open** launches the URL immediately when it is clicked within the same window, taking the student away from the course and into the external site.

![Open example](image)
Finally, the **In-popup** option automatically opens the site in a new popup window of the web browser.

8. When satisfied with your selections, scroll to the bottom of the page and select the **Save and return to course** button to review your newly added external URL.