Adding a Link to a Blackboard Learn Course

From within a Blackboard Learn course, follow these steps to add a link.

1. With Edit Mode On, navigate to a content area (example: Course Home Page) using the course menu on the left.

2. When the Content Area screen appears, click on Build Content, located above the main page frame, and choose Content Folder from the list that appears. Using a folder will allow you to organize all of the course readings into one location.
3. Name the folder something descriptive such as Course Readings. For most situations, entering text describing the folder is not required and the default folder options are appropriate. If desired, you can use the options to adjust the availability of the folder and readings within. Click Submit to save the changes and create the folder with your desired specifications.

4. Click on the name to get into the newly created folder.
5. Now that a folder is created, you can fill it using the URL(s) for the reading(s). In a separate window you can find the article URLs to be inserted into Blackboard. For most library resources you'll need to use a Permalink (i.e. Permalink or persistent link) that will authenticate users to make sure they're actively enrolled students. The location of the permalink can vary depending on the interface of the specific library database from which you are linking. The image below shows the Permalink location from a Scout record.

6. Once you have the Permanent URL, click back into your Blackboard window. From within the course readings folder, click on Build Content, located above the main page frame, and choose Web Link from the list that appears.
7. Use a descriptive name for the link; you may want to include the author last name. Paste in the Permanent URL (Permalink) for the article. Entering text describing the link is not required. For most situations, the default options are appropriate. If desired, you can use the options to adjust the availability of the link. Click Submit to save the changes and the link to the reading will be created.

For assistance linking library articles, contact the circulation department at: gorgres@bama.ua.edu or (205) 348-9748.

For technical assistance, contact the Faculty Resource Center at frc@ua.edu or (205) 348-3532.

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