# How to Create a Course Link

A course link is a shortcut to an area, a tool, or an item. Add a Link to a Content Area to provide quick access points to relevant materials and tools.

## Step 1
Make sure **Edit Mode** is **ON**.

## Step 2
Open a content area by clicking on it in the course menu.

## Step 3
Hover your mouse over the **Build Content** menu, and then click **Course Link** from the menu.

## Step 4
**Course Information:**
- **Choose Item**: Click **Browse** to choose the course content to link.
- **Name**: Type the name of the link.
- **Location**: The location would be filled automatically corresponding to the result of **Choose Item**.

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View the video tutorial
Step 5 Options:

- **Permit Users to View this Content**: Click Yes or No to make this link available to users enrolled in the course.
- **Track Number of Views**: Click Yes or No to enable tracking for content accessed through the course link.
- **Select Date and Time Restrictions**: Click the checkboxes to enable and choose dates to Display After and Display Until.

![Options]

Step 6 Click **Submit**.

Notes:

- All existing items that appear in the **Course Map** can be linked to using a Course Link.
- If a Course Link is created to a tool that is not turned on, users accessing the Course Link receive a message informing them that the tool is not turned on.
- If a Course Link is created to a content item that is subject to Adaptive Release rules, users who are not permitted to access the content because of a rule receive a message informing them that access to the content is not permitted.
- When Course Links are set to appear on a specific date and time and to stop appearing on a specific date and time, the display restrictions do not affect content availability, only the appearance of the Course Link.