How to create a link within a web page or book

1) Highlight the text you wish to link

Editing chapter (1)



2) Click the "Insert web link" icon



the full duration of the clinic unless you have b

3) A dialog box will pop up. If you are linking to a file on your site, click 'Browse...' and continue to step 4. If not, enter the web URL in the URL box and click OK.

Insert Link			
URL:	http://		
Title:			
Target:	None		
Anchors:	•		
	Browse OK Cancel		

4) After clicking Browse, another window will pop up where you can navigate to the file you are linking to. Click on the name of the file.

Insert Link		
File Browser		
Clerkship Orientation revised 2008.ppt	17 Sep 2008, 03: 🔺	
Crientation-General Clerkship Info Reg 08.09.doc	15 Sep 2008, 12::	
Private Physicians Block II.08.09.doc	17 Sep 2008, 03:(
🔲 🕅 Resident Beeper List 2008-2009.xls	15 Sep 2008, 12::	
September 2008.xls	15 Sep 2008, 12::	
Syllabus Master - Block II 2008-2009.doc	17 Sep 2008, 02::	
a		
Selection: Delete Move Zip Rename Close		
Create folder Browse Upload		

5) The address of the file will be inserted into the URL: field of the previous dialog box. From here, click "OK" and the link will be created.

Insert Link		
URL: http://moodle.lsuhsc.edu/file.php/160/Private_Physicians_Block_		
Title:		
Target: None		
Anchors:		
Browse OK Cancel		

6) Click the "Save changes" button at the bottom when you are done editing the page.