

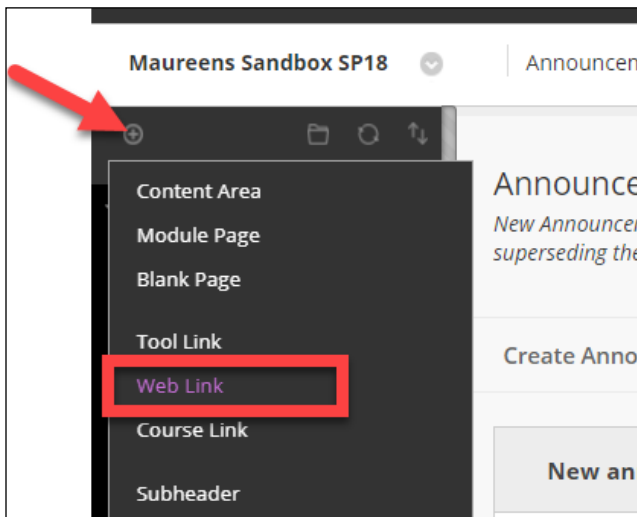


Adding the General Academic Areas (GAA) Tutoring Center Blackboard link to your course

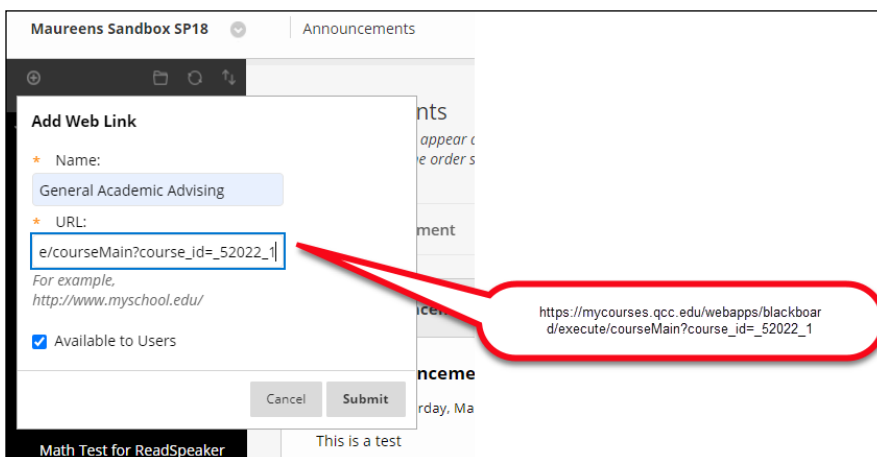
This job aid will provide instructions on how to add a direct link to the GAA Blackboard course in your course.

Follow the below steps:

- Log into the Blackboard course where you would like to add the link to the GAA
- In the upper left hand corner of the window, click on the **Add Menu Item** icon and then click on **Web Link**



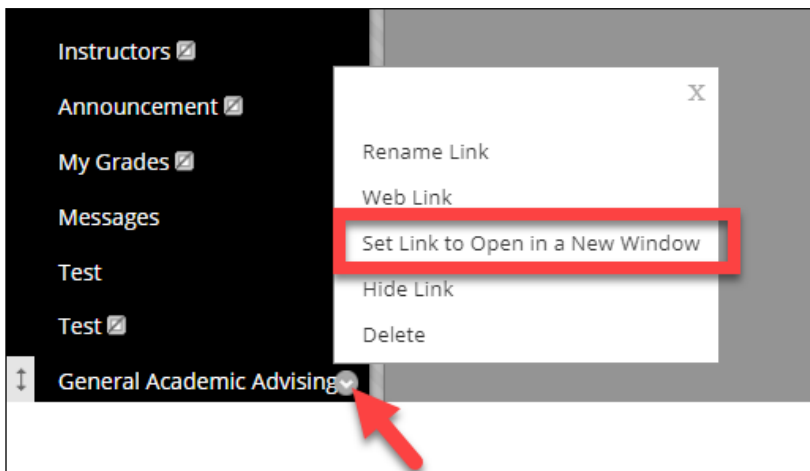
- Type in a name for the link, and then copy the below URL into the URL text box:
https://mycourses.qcc.edu/webapps/blackboard/execute/courseMain?course_id=_52022_1
- Be sure to check the **Available to Users** box so students can view and access the link
- Click **Submit**





Adding the General Academic Areas (GAA) Tutoring Center link to your course (cont.)

- The last step is to have the GAA course open in a new window so it doesn't redirect students out of your course.
- Click the arrow to the right of the newly added GAA link and a context menu will appear
- Click on **Set Link to Open in a New Window**



NOTE: This link will not work for instructors as you are not enrolled in the GAA course, but it will work for students who are enrolled.

- When the student clicks on the link, it will open another browser window as shown below

