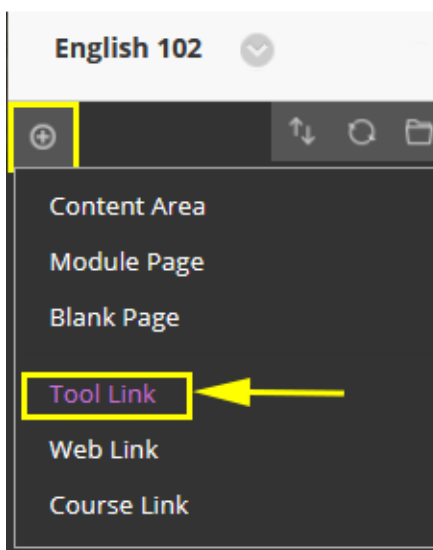
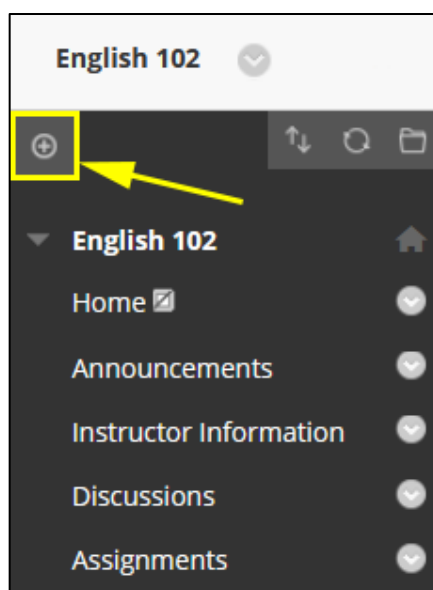


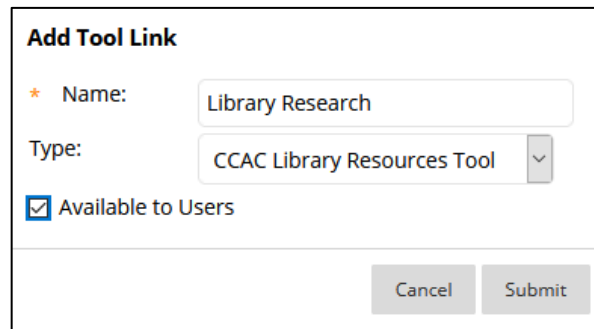
Adding a Course Menu Link to a Library Research Guide in Blackboard

With just a few steps in Blackboard, faculty members can add a link to a subject-specific Library research guide that best matches the discipline of the course (e.g., English courses will get a link to the Library's English guide, History courses will get a link to the Library's History guide, etc.). Follow these steps:

1. On the course menu, click the **"Add Menu Item"** icon (circle with a plus sign)
2. Choose **"Tool Link"**



3. On the “Add Tool Link” window:
 - a. Provide a name for the link that will appear in the Course Menu
 - b. From the **Type** menu, choose “CCAC Library Resources Tool”
 - c. Place a check in the **Available to Users** box.
 - d. Click Submit



Add Tool Link

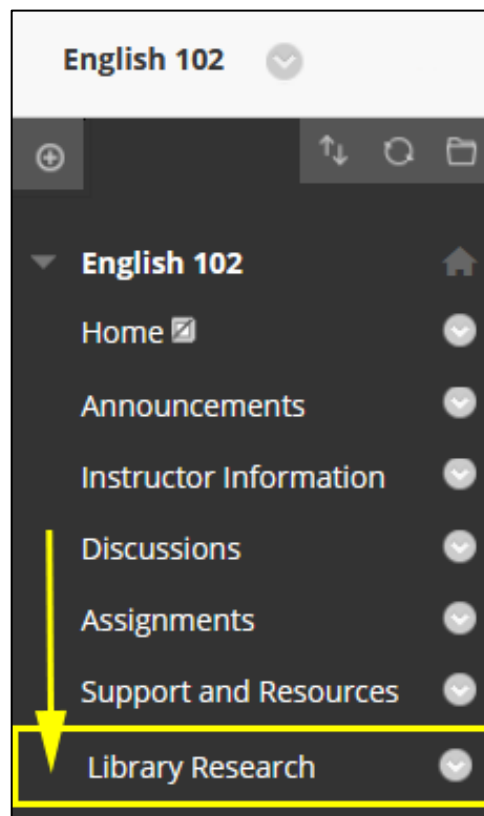
★ Name:

Type:

☒ Available to Users

Cancel Submit

4. After submitting the above form, a “Library Research” link will appear on the course menu. Clicking that link will open a Library Subject guide that best matches your course discipline.



Get in touch with the Library if you encounter any issues or have questions.

See our help options at <https://libguides.ccac.edu/help>

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