

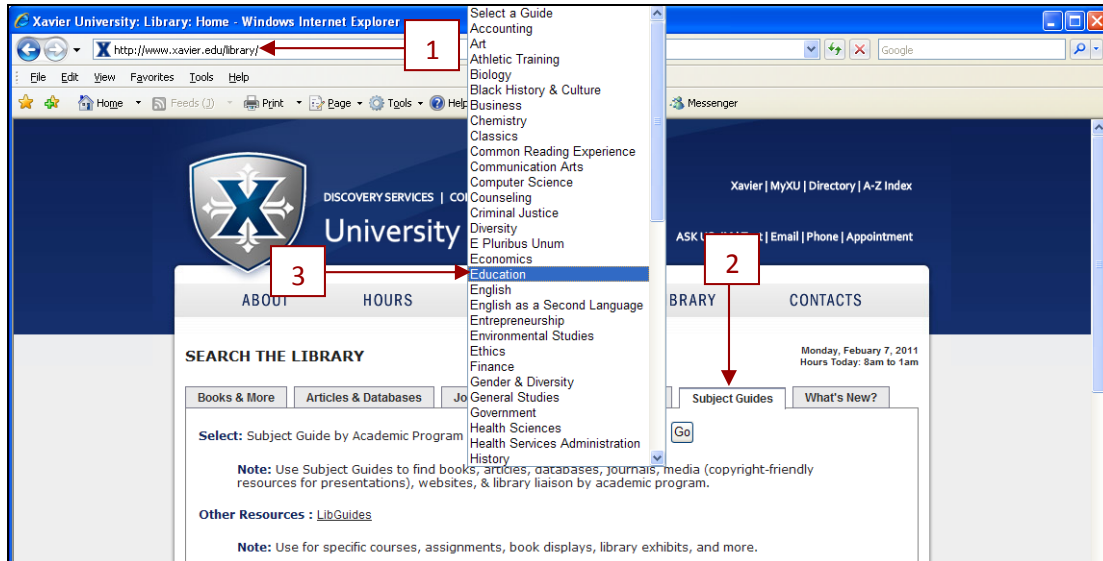


# Xavier University Library

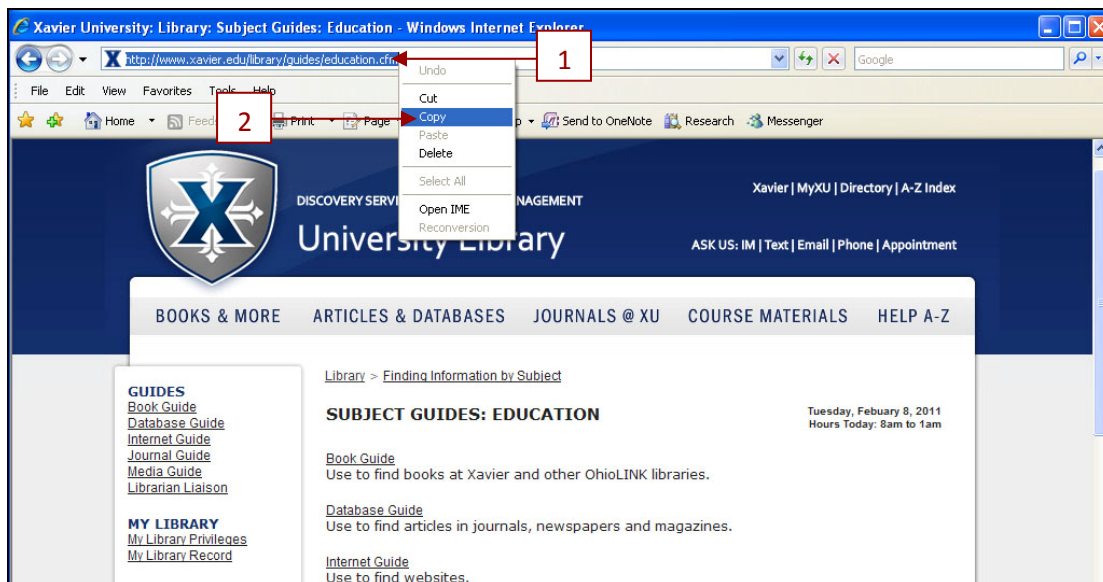
Ask a Librarian: text 66746 askxu | askus@xavier.edu | 513 745-4808

## Link to a Library Webpage in Blackboard

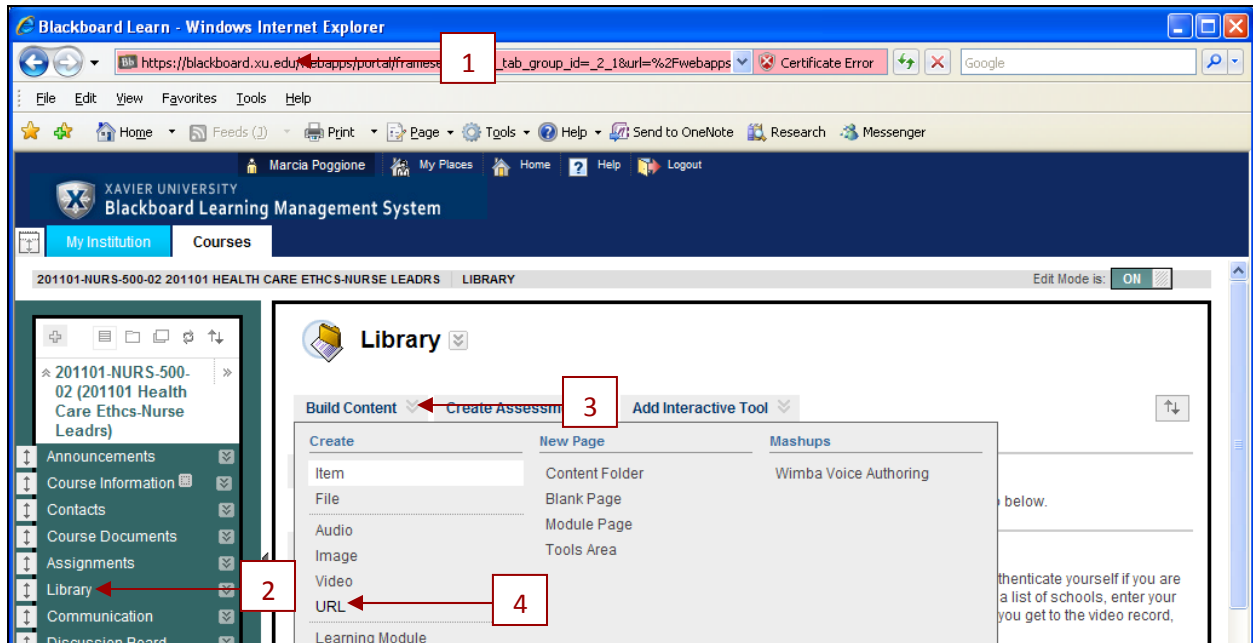
1. Go to the library's homepage at <http://www.xavier.edu/library/>.
2. Locate the library webpage you want. For example click the *Subject Guides* tab.
3. In the select box click one of the academic programs in the drop-down menu.



1. In your browser's location box right-click the Internet address for the library webpage.
2. Click *Copy* from the drop-down menu.



1. Go to Blackboard at <http://blackboard.xu.edu> and login.
2. Select the content area in the left menu where you want the library link to appear.
3. Click the arrow next to *Build Content*.
4. In the pop-up menu click URL.



1. Type a name for the library webpage in the first textbox.
2. Right-click in the second textbox, and click *Paste* from the drop-down menu.
3. Type a description or directions for the library link in the third textbox.
4. Scroll to the *Options* area and click *Open in New Window* (not shown).
5. Click the *Submit* button.

