

Tool Link to a Wiki

Overview

This tutorial will explain how to create a **Tool Link** in a Content Area, Folder, or Learning Module. Tool Links are like Course Links in that they redirect users to specific sections of your course, but they provide added functionality for Blackboard Tools.

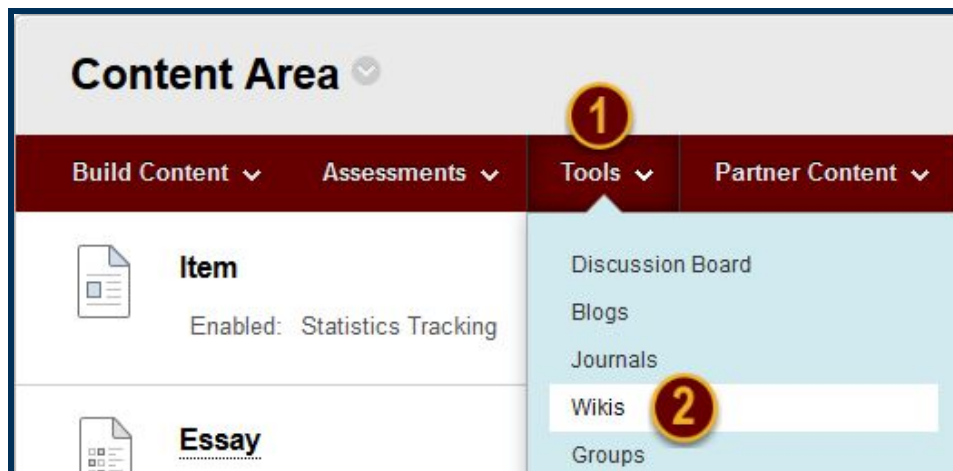
This tutorial will focus on creating a Tool Link to a **Wiki**. You can create a link to the main Wikis page, a specific Wiki you have previously created, or even create an entirely new Wiki while working in a Content Area, Folder, or Learning Module.

Quick Steps

Content Area/Folder/Learning Module > Tools > Wikis > Create Link > Set Options

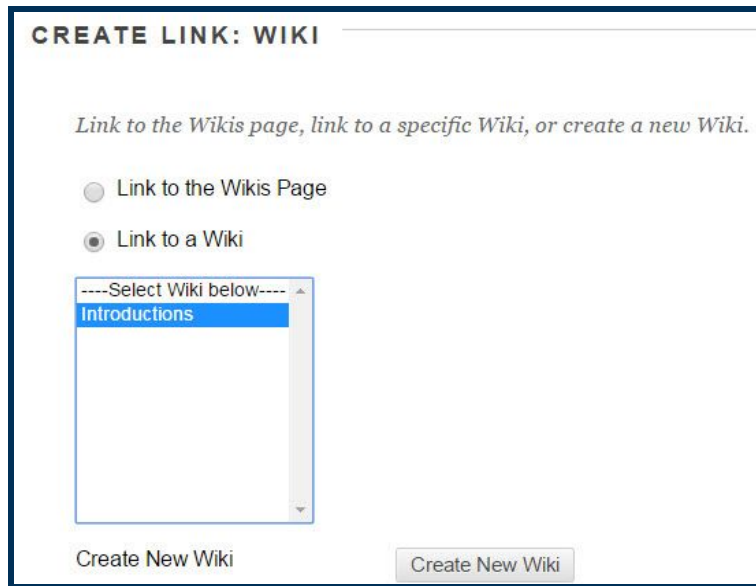
Step 1

Navigate to a Content Area, Folder, or Learning Module, hover over *Tools* [1] on the Action Bar and select “Wikis” [2].



Step 2

On the Create Link: Wiki page, there are three options to add a Wiki Tool Link:



Option 1

Use the “Link to the Wikis Page” radio button to create a Tool Link to the Wikis (list) page.

Option 2

Use the “Link to a Wiki” radio button and create a Tool Link to a specific Wiki from the list.

Option 3

Use the *Create New Wiki* button to [Create a Wiki](#) and select all Wiki settings. The new Wiki will appear in the list following the “Link to a Wiki” radio button from [Option 2](#).

Step 3

Click the *Next* button.



Step 4

In the Link Information section, the Link Name field will populate using the selected Wiki’s title. You can change it if you wish. The Link Name cannot exceed 50 characters, and students will click on the Link Name to access the Wiki.

Optionally, type instructions or a description in the Text editor.

Step 5

In the Options section, there are a few additional settings you can customize:

OPTIONS

Available Yes No

Track Number of Views Yes No

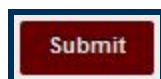
Date Restrictions Display After
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

- ✓ If you are ready for your students to view the Tool Link, select “Yes” for *Available*.
- ✓ If you would like the option to see how many times students view this piece of content, select “Yes” for *Track Number of Views*.
- ✓ If you only want students to view the content for a specific window of time, check the *Display After* and *Display Until* checkboxes to enable date and time restrictions. Display restrictions do not affect item availability, only when it appears.

Step 6

Click the *Submit* button.



Step 7

The Tool Link will appear in the Content Area, Folder, or Learning Module.

