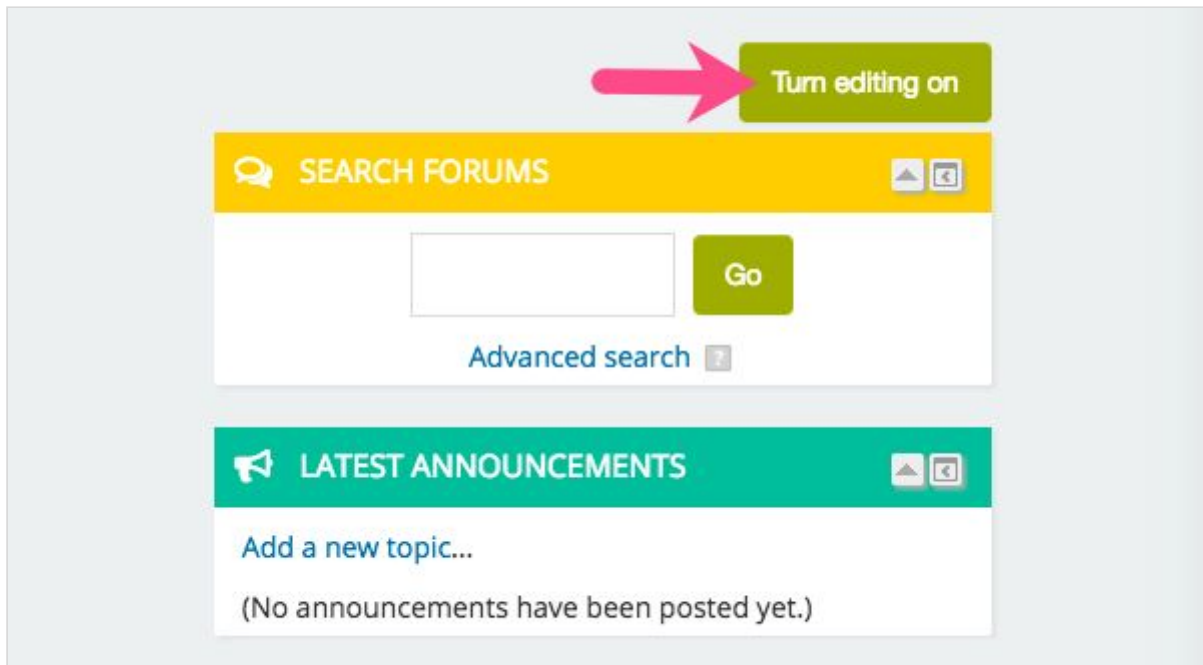


Library scanning service: how to put a link to a scanned item in your Moodle course

Step 1.

Go to the course you wish to add the link to and click **Turn editing on** from the top right.



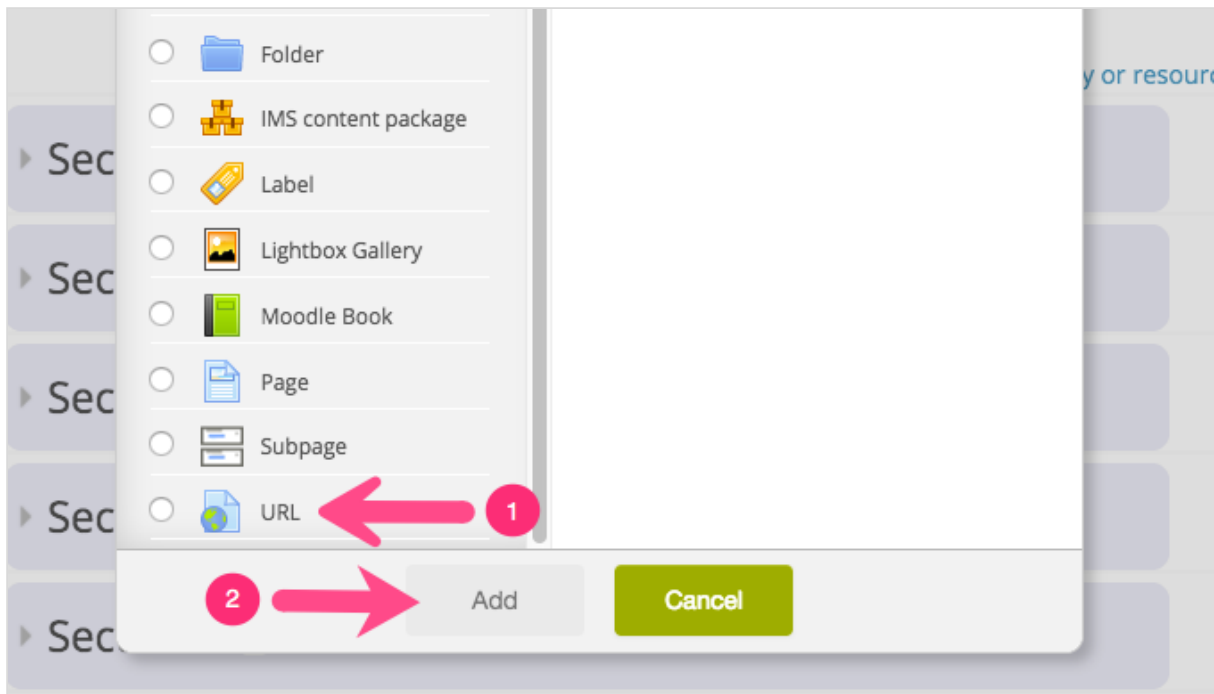
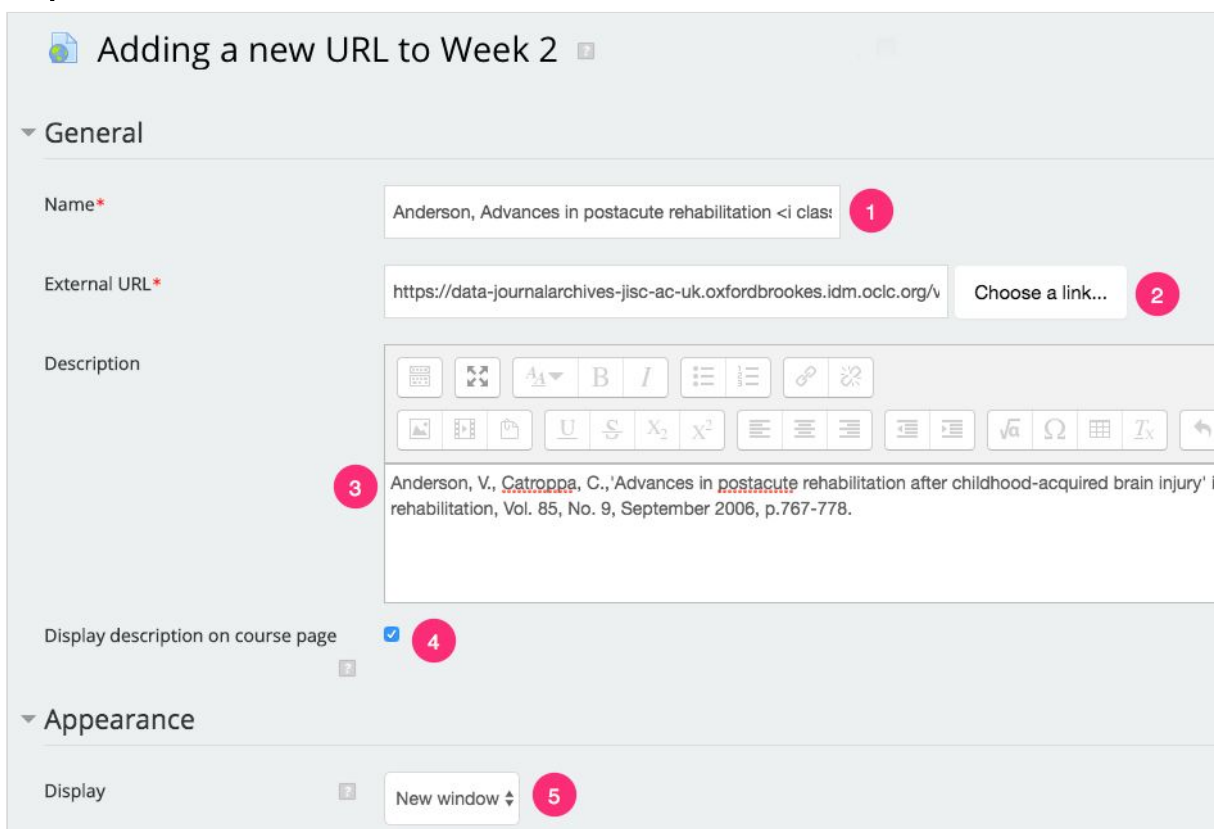
Step 2.

Go the course section you wish to add the link to and select **Add an activity or resource**.



Step 3.

Scroll down to the list and select **URL**. Then, click **Add**.

**Step 4.**

In the next screen:

1. Use brief details of the scanned item to give a short version of the reference. After that add `<i class="fa fa-external-link"></i>`, which will inform students that the link will open in a new tab.
2. Enter the link to the scanned item.
3. As a description, type the full reference to the scanned item.
4. Check the box to display the full reference typed above in the course homepage.
5. Select **'New window'** for the Display.

Step 5.

You don't need to change any of the other settings. Scroll down and select **'Save and return to course'**.



Final result.

After going back to your course homepage, the link should appear as seen below:

