Introduction

Congratulations! You have successfully added your item to edShare. Now you want to add links or embed codes to GCULearn. This document shows you how to add links to documents, presentations or multimedia items.

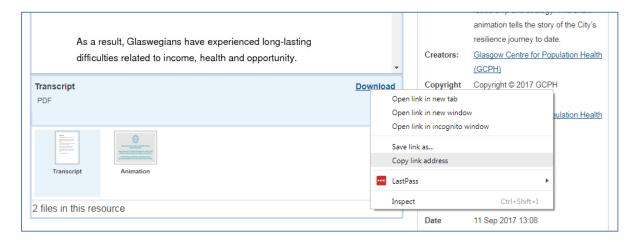
If you added a multimedia item, remember it usually takes overnight to run all the processes and create the embed code. If the code does not appear the next day, then contact us at edshare@gcu.ac.uk and we will look into it.

Adding a link

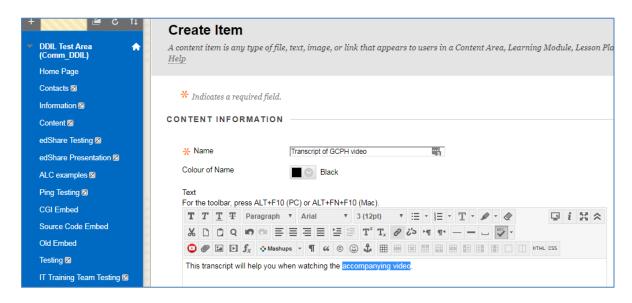
Documents (PDF, Word and PowerPoint)

Go to your edShare item's page. If there is more than one file attached to the record, then highlight the item you wish to link. Documents (PDF or Word) and presentations (PowerPoint) work slightly differently to multimedia files. Here is an example of a PDF file:

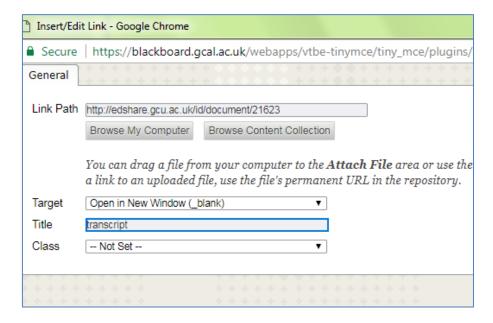
- Highlight file
- Right click the Download link and select copy link address.
- You now have a link ready to add to GCULearn or a web page.



- Sign in to GCULearn
- Go to the appropriate place in your module, and click Create item (you can also use Create link, but usually you will want to add some instructions for your students).



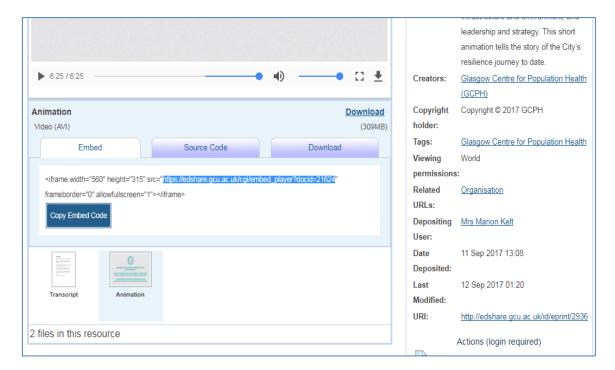
• Highlight the text to be linked and click the hyperlink icon.



- Paste the link into the link path box
- Set target to open in new window
- Click submit

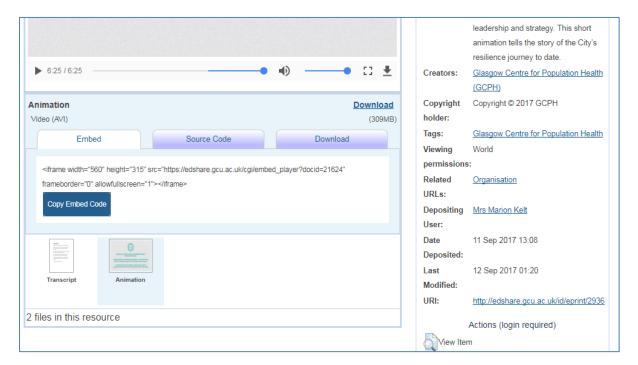
Multimedia files

- Go to your item in edShare and highlight the appropriate file (if there is more than one)
- Go to the embed code displayed below the preview window
- Highlight the URL between the two sets of inverted commas and copy it
- Insert the link in GCULearn as outlined above



Adding embed codes for multimedia files

- Find your item in edShare
- Look for the embed code displayed below the preview window
- Click copy embed code button



- Sign in to GCULearn
- Go to the appropriate screen in your module
- Click create item
- Click the grey HTML button and paste the embed code into the popup window
- Click update
- Add in the appropriate title information and click submit
- The multimedia item will then display in a HTML5 player on your module page

