

CREATING A CUSTOM MENU LINK

Redirect Tool

This tutorial will show you how to use the frequently overlooked Redirect Tool, which allows you to create a link in the main navigation menu of a Canvas course.

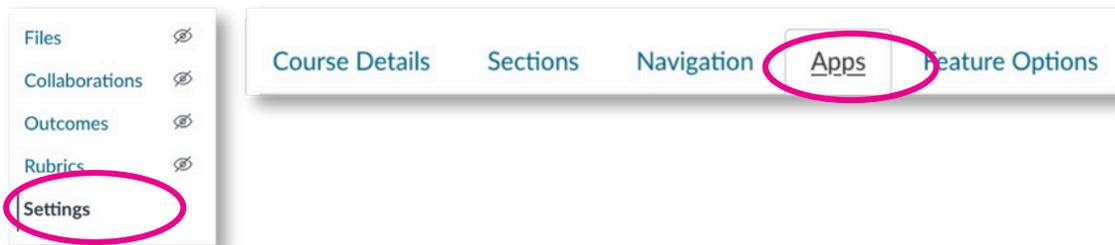
Get the URL of the Link

Copy any link you choose to use and paste it in an open text file for retrieval later.

Setting up the Link in Canvas

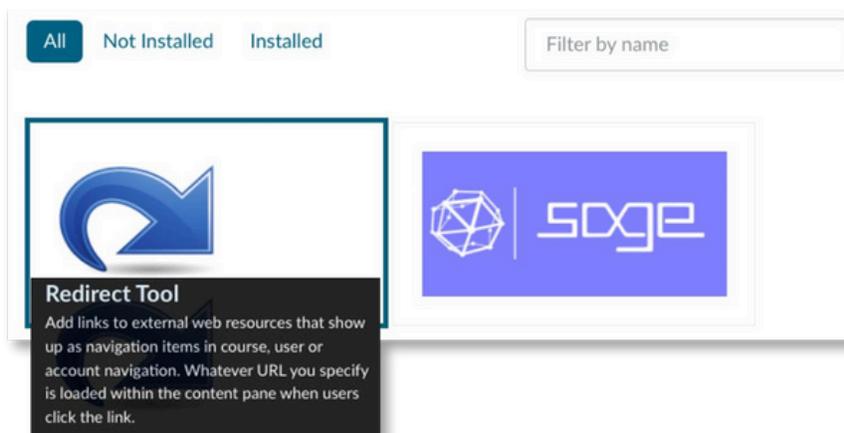
1

Choose **Settings** in your Canvas course, then select the **Apps** tab.



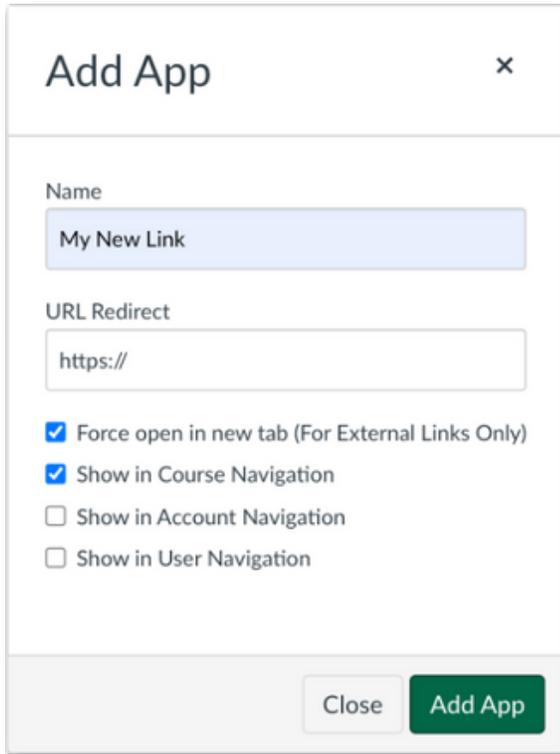
2

Choose the app with the image of a blue arrow. It will show the name **Redirect Tool** when you hover over it.



3

In the dialog box that appears, change the **Name** (by default, the name Redirect Tool is there) to whatever you'd like to call your link, then copy the URL from the text doc you have open and paste it into the **URL Redirect** field. Make sure that you've checked the **Force Open in New Tab** and **Show in Course Navigation** boxes, then select **Add App**.



Add App ×

Name
My New Link

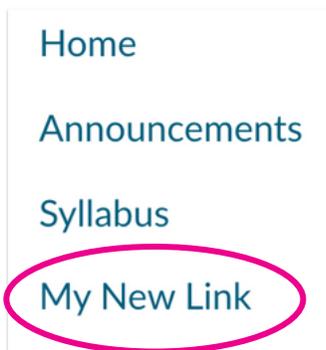
URL Redirect
https://

Force open in new tab (For External Links Only)
 Show in Course Navigation
 Show in Account Navigation
 Show in User Navigation

Close Add App

4

The link now appears in your navigation menu.



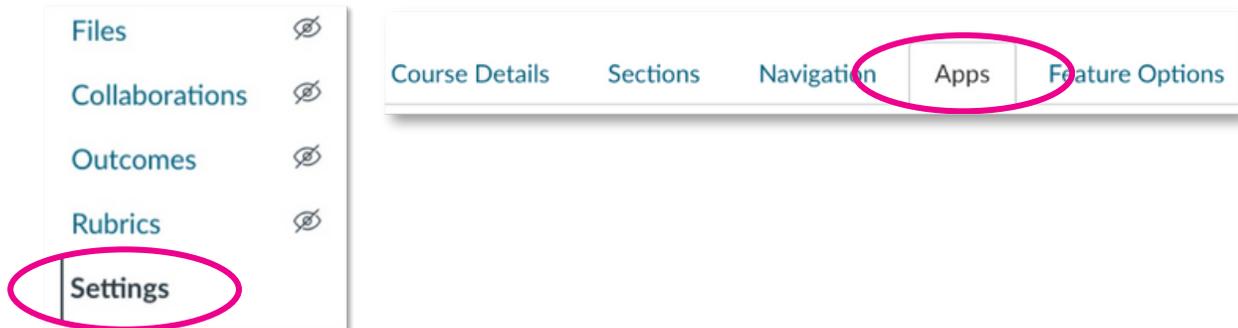
NOTES

Any change in the link address (URL) will break the link you create. It will be necessary to edit the link and create a new one.

Editing or Deleting the Link in Canvas

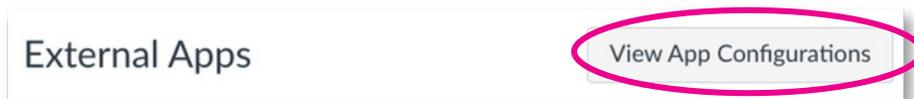
1

Choose **Settings** in your Canvas course, then select the **Apps** tab.



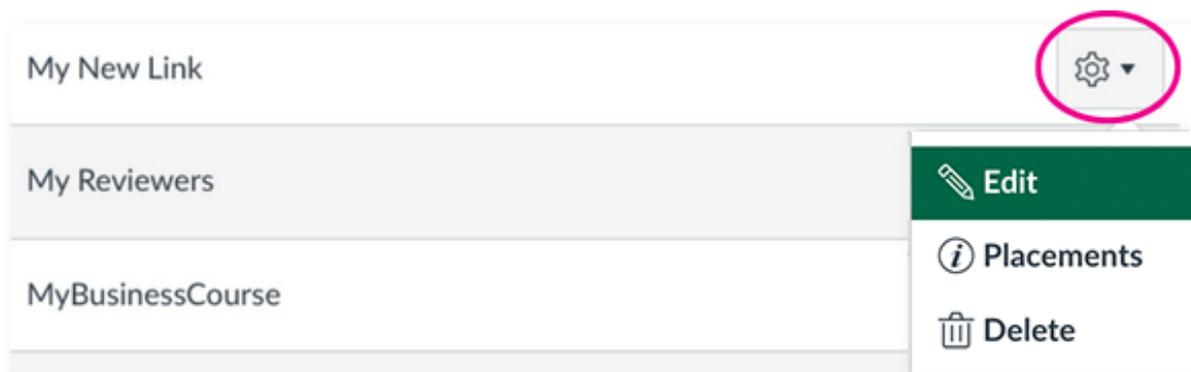
2

Choose **View App Configurations** at the top of the page.



3

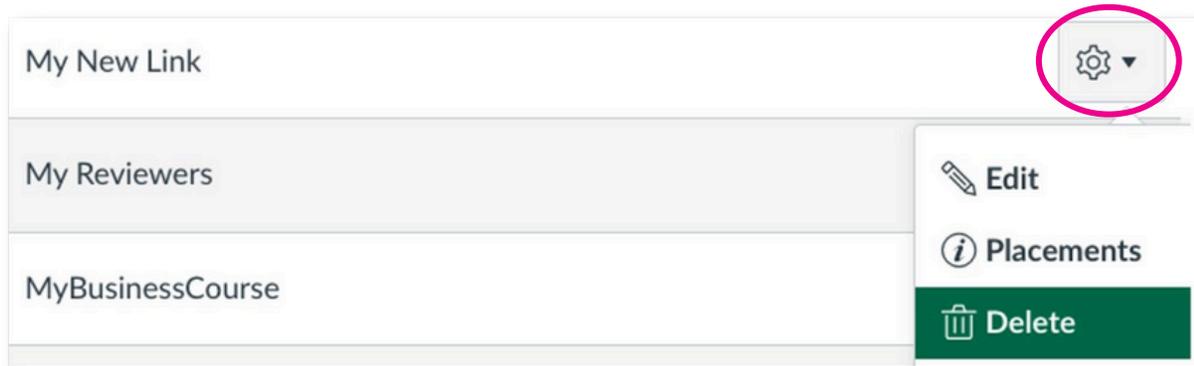
In the list that appears, find your link, select the **gear icon**, and then **Edit**.



OR

3

In the list that appears, find your link, select the **gear icon**, and then **Delete**.



Editing the Link

If you chose **Edit**, a dialogue box will appear. Switch out the URL, selecting **ONLY the URL, nothing before or after it**, for the new one. You can also change a new name. When done, choose **Submit**.

A screenshot of the "Edit App" dialog box. The dialog has a title bar with "Edit App" and a close button. The form contains several fields: "Name *" with the value "My New Link" (circled in red); "Consumer Key" with "N/A" and "Shared Secret" with "[Unchanged]"; a checkbox for "Allow this tool to access the IMS Names and Role Provisioning Service" which is unchecked; "Launch URL *" with "https://www.edu-apps.org/redirect"; "Domain" (empty) and "Privacy Level" set to "Anonymous"; "Custom Fields" with a text area containing "new_tab=1" and "url=https://www.usf.edu/innovative-education/digital-learning/digital-learning-resources/index.aspx?v=redirect-tool" (the URL is highlighted in blue and circled in red); and a "Description" field with the text "Add links to external web resources that show up as navigation items in course, user or account navigation. Whatever URL you specify is loaded within the content pane when users click the link." At the bottom are "Cancel" and "Submit" buttons.