
WebCT 4.x: Bookmarks

Competencies

After reading this document, you will be able to:

- Add a bookmark
- Link to a bookmarked page
- Delete a bookmark

About Bookmarks

Bookmarks allow you to create links to pages of content in a *Content Module* that can be accessed from other pages of content. *Bookmarks* must be activated by your instructor for each page of course content you want to bookmark. You can

Adding bookmarks

- 1 Go to the content page that you want to add as a bookmark.
- 2 From the *Action Menu*, click **Bookmarks**. The *Bookmarks* window appears.
- 3 Click **Add Current Page**. The name of the content page appears in the window.
- 4 Click **Close**. The content page appears.

Linking to a bookmarked page

- 1 From the *Action Menu*, click **Bookmarks**. The *Bookmarks* window appears.
- 2 Click the name of the content page. The content page appears.

Deleting bookmarks

- 1 From the *Action Menu*, click **Bookmarks**. The *Bookmarks* window appears.
- 2 Click **Delete Bookmarks**. The *Select Bookmarks to Delete* window appears.
- 3 Select the bookmarks to delete and click **Delete**. A confirmation message appears.
- 4 Click **OK**. The *Bookmarks* window appears and the bookmark is deleted.
- 5 Click **Close**. The content page appears.