

# Linking to Articles and Files

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This article explains how to link to files from assignments, pages, or other places on your course site.

## Linking to Articles on the Web

To link to a publicly available article on the web:

1. Copy the web address of the article.
2. Begin to **edit the page or assignment** where you want the article link to appear.
3. Create a **hyperlink in the Rich Content Editor**, then save changes.

Not all publications post their articles on the web in a way that facilitates easy linking; some may use **paywalls** which either allow limited free access (e.g., just one article or a limited number each week or month) or prevent free access.

You may be able to find a link to a licensed web-based copy of the article in Lippincott Library's database. The **Lippincott librarians** are happy to help you with article links.

## Linking to Files (prior or new course uploads)

To link to a document you uploaded to Files:

1. In Canvas, begin to edit the page or assignment in which you want the link to appear.
2. **Create a link to a course file**, then save your changes to that assignment.
  - Optionally, you may instead **upload a new file and create a link at the same time**.

## Questions?

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