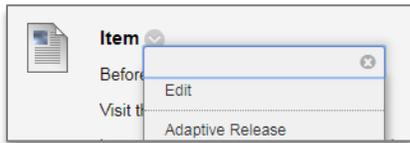


Creating Descriptive Hyperlinks in myCourses

Descriptive hyperlinks provide users with the proper context of where clicking a hyperlink will take them and what type of information they are about to encounter. Screen-reader users navigate websites from link to link; using only the tab key, so providing hyperlink text that provides context is important and necessary. In addition, screen readers read aloud the text on a page as displayed. When hyperlink text is descriptive, screen reader users will hear narrative context instead of listening to a website's URL read in full, letter by letter.

Step 1:

In myCourses, begin by editing an **Item** to access text that you would like to set as a descriptive hyperlink.



Step 2:

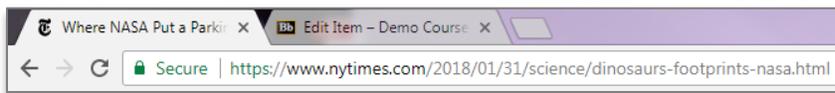
Once in the text field of the Text Editor, type a descriptive word or phrase that will become the clickable text. (For example, instead of using "https://www.nytimes.com/2018/01/31/science/dinosaurs-footprints-nasa.html", type a word or phrase, which provides more context; such as the title of the article to direct users to after clicking they click the hyperlink. In this case, "*Where NASA Put a Parking Lot, Dinosaurs and Mammals Once Crossed Paths.*")

Step 3:

In a new browser tab, visit the website hosting the information you are linking to.

Step 4:

To obtain the correct web address or link information, select the link you see at the top of the webpage to highlight it and **right-click** it to then select, "Copy" from the pop-up that appears.

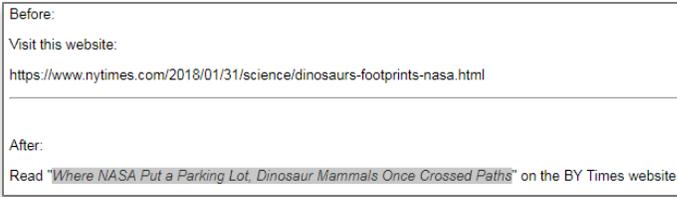


Step 5:

Return to the myCourses Text Editor.

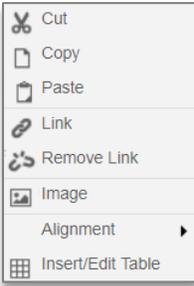
Step 6:

Highlight the descriptive word or phrase you would like to set as a clickable hyperlink.



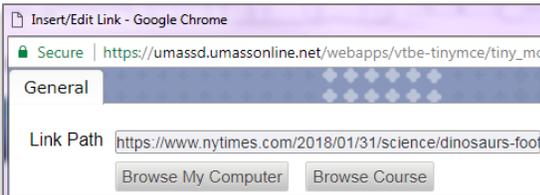
Step 7:

Click the chain icon on the Text Editor bar OR highlight the descriptive word/phrase, right-click it, and click "Link" from the menu that appears.



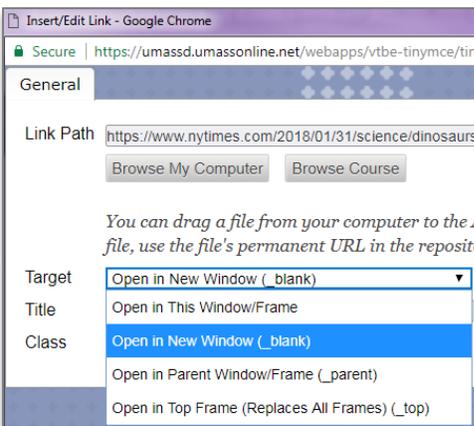
Step 8:

With your cursor in the Link Path field, press **Ctrl + V** OR **right-click** to then paste the link address you have copied in the Link Path field of the Insert/Edit Link pop-up that appears.



Step 9:

Set the Target drop-down field to "Open in New Window."



Step 10: Click **Insert** and then click **Submit** to save your descriptive hyperlink.