

Embedding a Link to a File, Website or Video

One of the most useful skills to have in your Moodle repertoire is knowing how to embed a link to a file, website or video in a textbox. Links may be embedded in web pages, discussion forum prompts, assignment overviews, quiz instructions—anywhere you have a textbox! Figure 1 demonstrates how neatly Moodle organizes your materials. This assignment link includes three separate files: a description of a scenario, instructions, and the grading sheet that will be used to assess student work. Instead of having four links on the course page (one for each file and another for the assignment link), embedded files allow you to post just one link for the assignment.

Embed a Link to a File

1. Add an item (assignment, advanced forum, label, etc.) and enter a name for it, then enter text in the textbox to which you will create your link.
2. Select the text where you wish to embed the file, then click on the **Link** icon in the toolbar shown in Figure 2.
3. In the **Create link** dialogue box that pops up (Figure 3), click on the **Browse repositories** button to bring up the **File picker** screen.

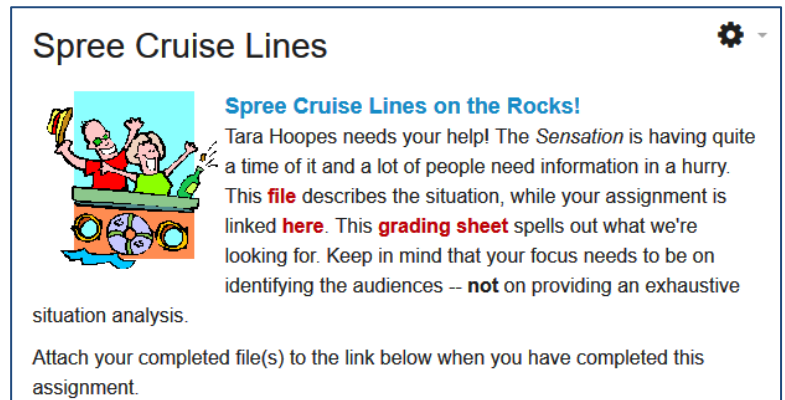


Figure 1: Embedded Files

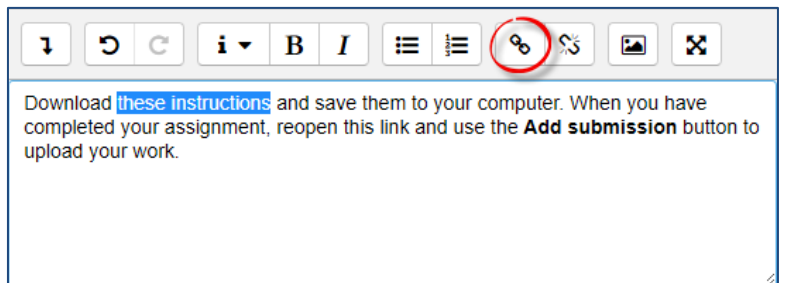


Figure 2: Link Icon

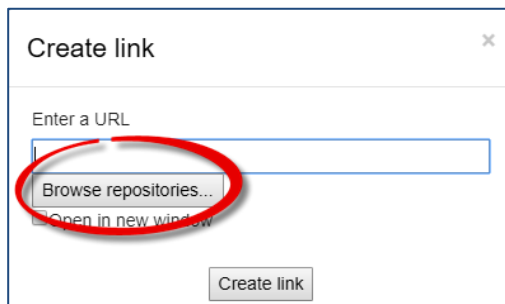


Figure 3: Browse Repositories Button

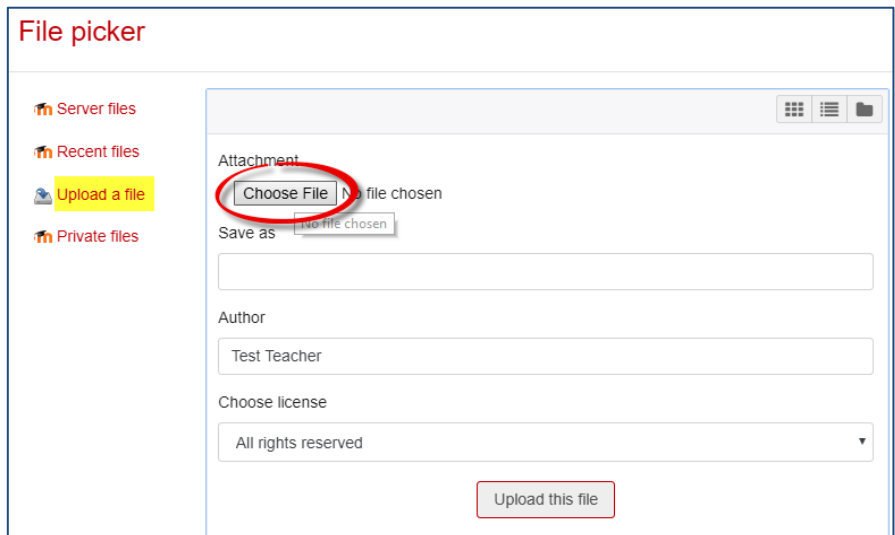


Figure 4: File Picker

4. Click on **Choose File** (Figure 4) to locate and select your file.
5. When you see the file name in the File picker attachment field, click on **Upload this file**.
6. **Save** the item and return to your course. Open the item and test the link to ensure that your file opens correctly.

Embed a Link to a Website

Follow steps 1 and 2 for embedding a file. In the **Create link** page, type or paste (using Ctrl+V) the desired web address in the **URL field** (Figure 5), being sure to include `http://`. Check the box below to **open the web page** in a new window. Click on **Create link** to complete the embedding process.

Save the item and return to your course. Open the item and test the link to ensure that the web page opens correctly.

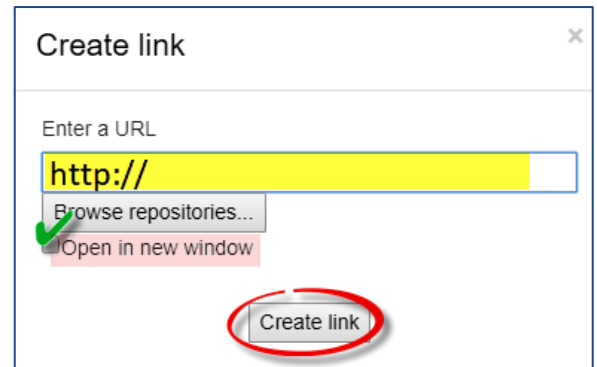


Figure 5: Insert Link to Web Site

Embed a Link to a Video

Videos can be linked to any textboxes in Moodle: web pages, forum posts, assignment links, books, wiki pages, etc. We do not recommend embedding video clips in section summary areas as this can cause problems. The best way to share a video clip is by adding a page or, in the case of a large number of clips, by creating a "book." (See [Mastering Moodle](#) for more on books.)

1. Go to YouTube (or Vimeo) and locate the video that you would like to display and copy the **URL** from the address bar at the top of the page.
2. Open the Moodle textbox where you intend to post the link and enter contextual information to accompany the video clip, if desired.
3. Type in the name of the video as shown in the top image in Figure 6, select the text, then click on the **Link** icon.
4. In the **Create a link** page, paste the URL from the video in the field provided (using Ctrl+V).
5. Click on **Create link**. Note that the video player will not be displayed in the textbox, but the name of the video will be displayed as a link.
6. Click on **Save and display** to view the video player as illustrated here in the final image in Figure 6.

Note: In most cases, linking the URL will automatically embed the video so that it plays directly in the Moodle page. If it doesn't, see this [Knowledgebase article](#) on embedding video links for complete instructions on creating a video link from HTML code.

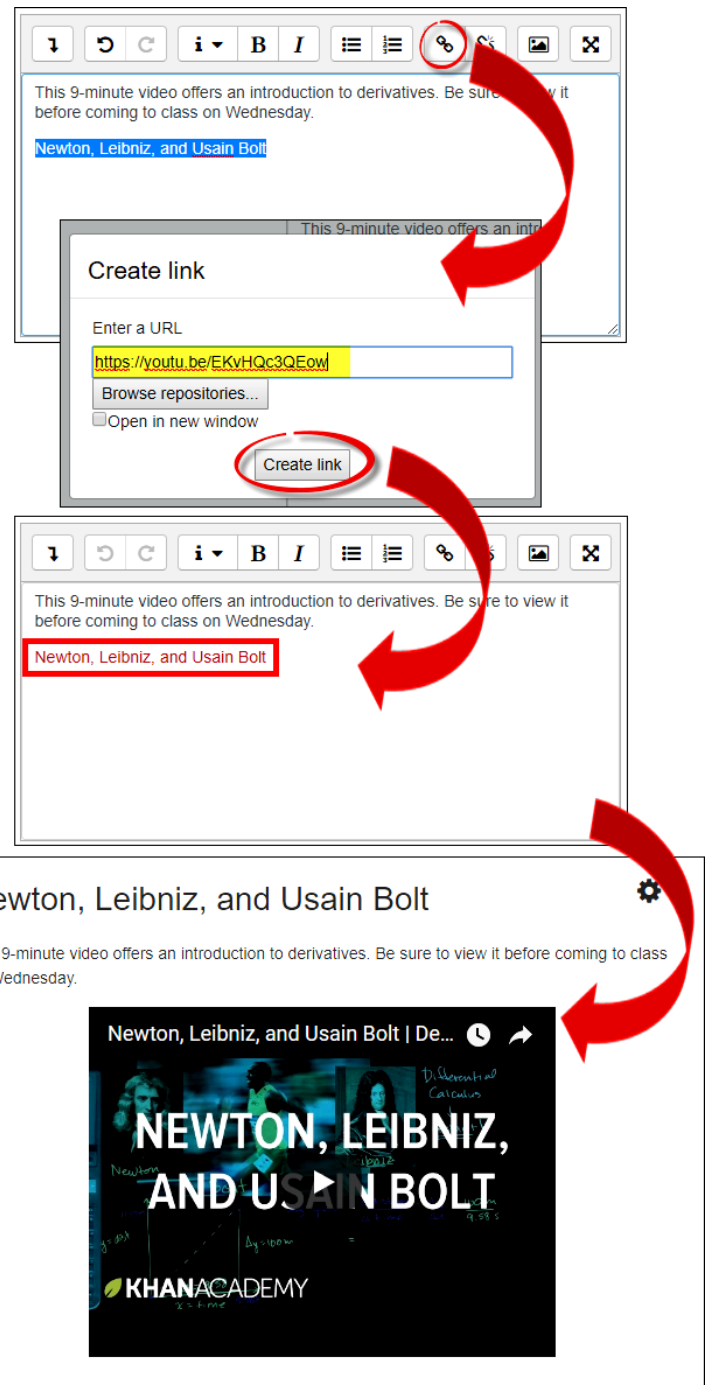


Figure 6: Link Video URL to Text