

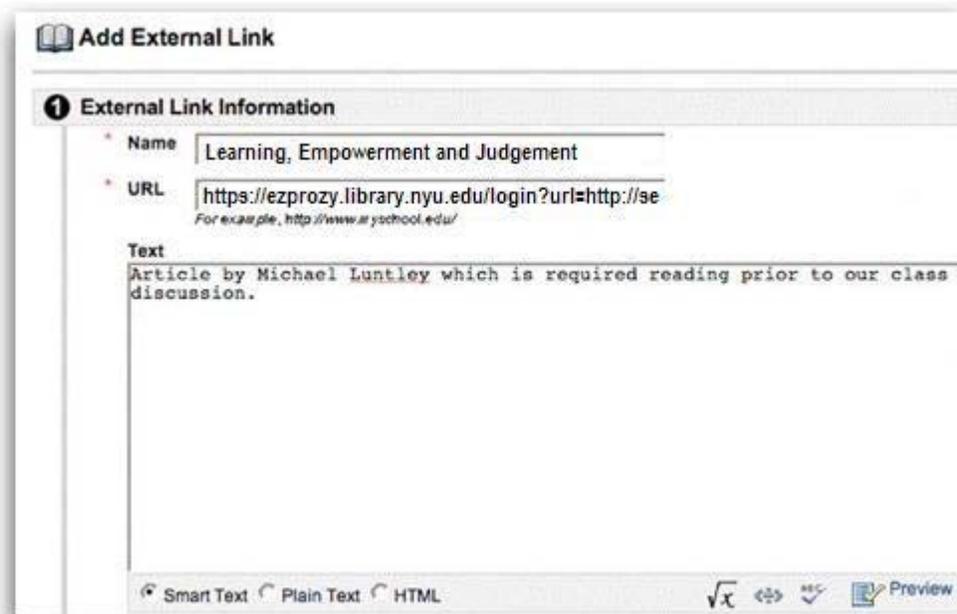
Adding an NYU Library Link to Blackboard

In order for students to access library content off-campus, students need to use either VPN software or “EZProxy” to establish their NYU affiliation via NetID. The Library System recommends use of EZProxy; therefore, our documentation will demonstrate this approach.

1. For the following directions, you'll need to find the Permanent URL (also called a permanent URL) for the article. Please see this Library guide for more information.
2. Open a Content Area, such as Course Documents, from the Control Panel. Click External Link.



3. Fill in the following fields:
 - o **Name (required):** a meaningful name for the web link. The name will be clickable to the web site.
 - o **URL (required):** when entering or copying and pasting a URL, always use the full web address, for example, <http://www.stern.nyu.edu/>, not [stern.nyu.edu](http://www.stern.nyu.edu). Find and paste the permanent URL to the library resource here.
 - o Paste the required EZProxy code
https://ezproxy.library.nyu.edu/login?url= BEFORE the permanent URL.
****The total number of characters for the URL must be less than 250.****
 - o Text (optional field to describe the web link)



4. Click **Submit**.