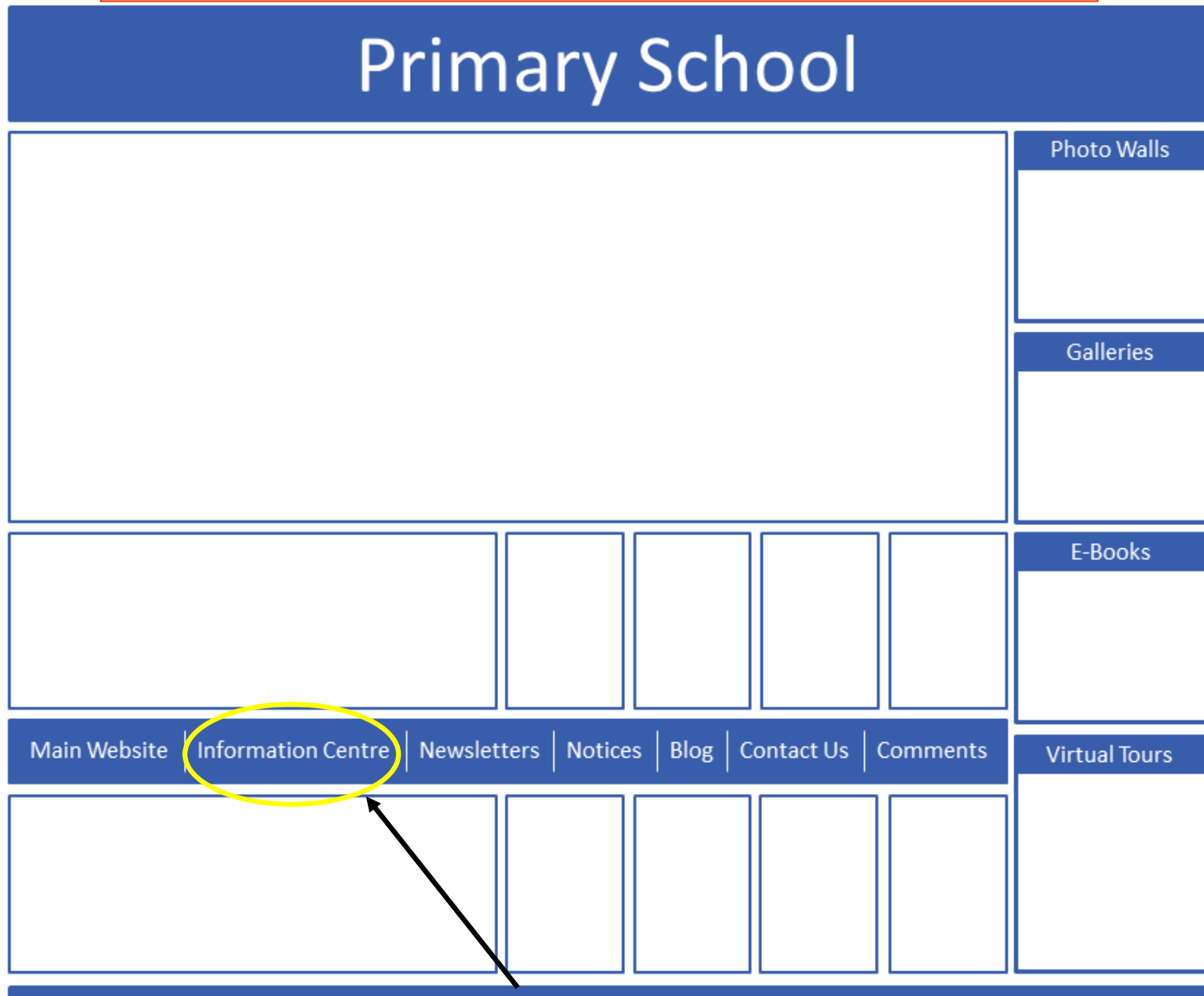


# How to add a web link into a forum



Adding a web link Page 1

Click on the information centre link

# Welcome to the Information Centre

### Overview

This information centre is where you can access different news services about school life. You'll be able to access such items as newsletters, blogs, essential dates and much more. Just look through the list below. You can click on the item to view its details.

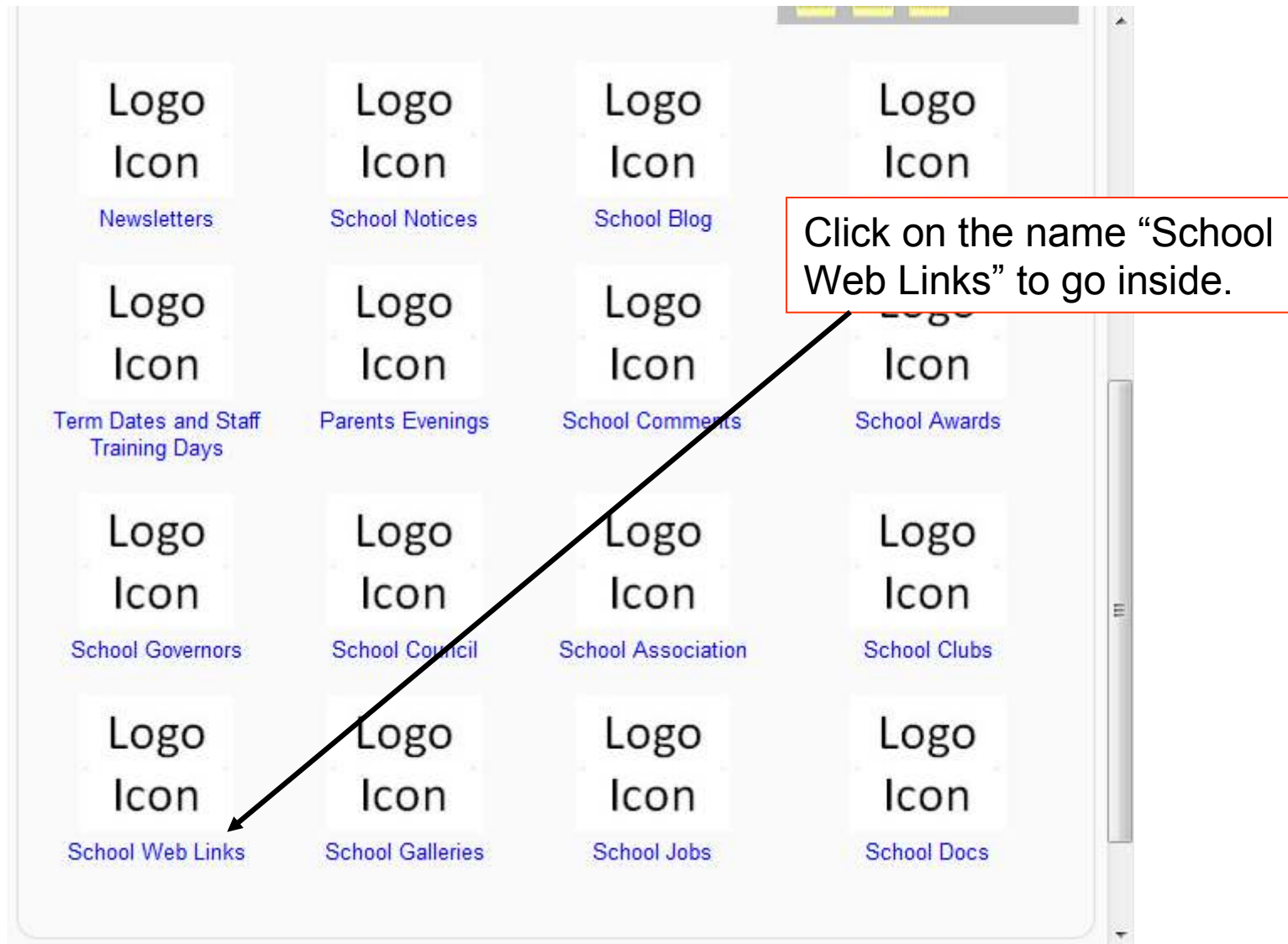
### Important Notice

You can sign up for an email service from each category below so that each time something new is posted onto the website you are notified. To do this you'll need to have own login account which you can request by clicking on the form to the right.

Scroll down the page to view the web links forum.

Logo Icon <a href="#">Newsletters</a>	Logo Icon <a href="#">School Notices</a>	Logo Icon <a href="#">School Blog</a>	Logo Icon <a href="#">School Dinners</a>
Logo Icon <a href="#">Term Dates and Staff Training Days</a>	Logo Icon <a href="#">Parents Evenings</a>	Logo Icon <a href="#">School Comments</a>	Logo Icon <a href="#">School Awards</a>

Adding a web link page 2



Adding a web link page 3

**School Web Links**  
by [School Website Administrator](#) - Thursday, 8 July 2010, 10:30 AM

**Logo  
Icon**

Click on the logo above to return to the centre.

**School Web Links**

Getting the best safely out of the internet.  
Here we'll provide good web links for you to use.

Scroll down the page to view the login link.

[Reply](#)

**Safely Use the Internet**  
by [School Website Administrator](#) - Saturday, 20 November 2010, 10:01 AM

Think You Know  
<http://www.thinkuknow.co.uk>  
Easy to use website which explains safe internet use for children

Know it all  
<http://www.childnet.com/kia>  
<http://www.childnet.com>

Adding a web link page 4

Click on the logo above to return to the centre.

[Reply](#)



### Safely Use the Internet

by [School Website Administrator](#) - Saturday, 20 November 2010, 10:01 AM

Think You Know

<http://www.thinkuknow.co.uk>

Easy to use website which explains safe internet use for children

Know it all

<http://www.childnet.com/kia>

<http://www.childnet.com>

<http://www.digizen.org>

BBC Safe Surfing Website

<http://www.bbc.co.uk/cbbc/help/safesurfing/>

[Show parent](#) | [Reply](#)

Click on the login link.

You are currently using guest access ([Login](#))

### Access our news areas using a login or as a guest

Login here using your username and password  
(Cookies must be enabled in your browser) (?)

Username

Password

Login

You can access our school news through  
this guest login

Login as a guest

Forgotten your username or password?

Yes, help me log in

Enter your login name, password and then click on the login button.

**School Web Links**  
by [School Website Administrator](#) - Thursday, 8 July 2010, 10:30 AM

**Logo  
Icon**

Getting the best safely out of the internet.  
Here we'll provide good web links for you to use.

Click on the logo above to return to the centre.

[Edit](#) | [Delete](#) | [Reply](#)

**Safely Use the Internet**  
by [School Website Administrator](#) - Saturday, 20 November 2010, 10:01 AM

Think You Know  
<http://www.thinkuknow.co.uk>  
Easy to use website which explains safe internet use for children

<http://www.childnet.com>

You'll see now a reply option on the posting at the top of the web links forum. Click on this "reply" link.

**School Web Links**  
by [School Website Administrator](#) - Thursday, 8 July 2010, 10:30 AM

**School Web Links**

Logo

Getting the best safely out of the internet.  
Here we'll provide good web links for you to

Click on the logo above to return to the centre.

[Edit](#) | [Delete](#)

[Safely Use the Internet](#) by [School Website Administrator](#) - Saturday, 20 November 2010, 10:01 AM

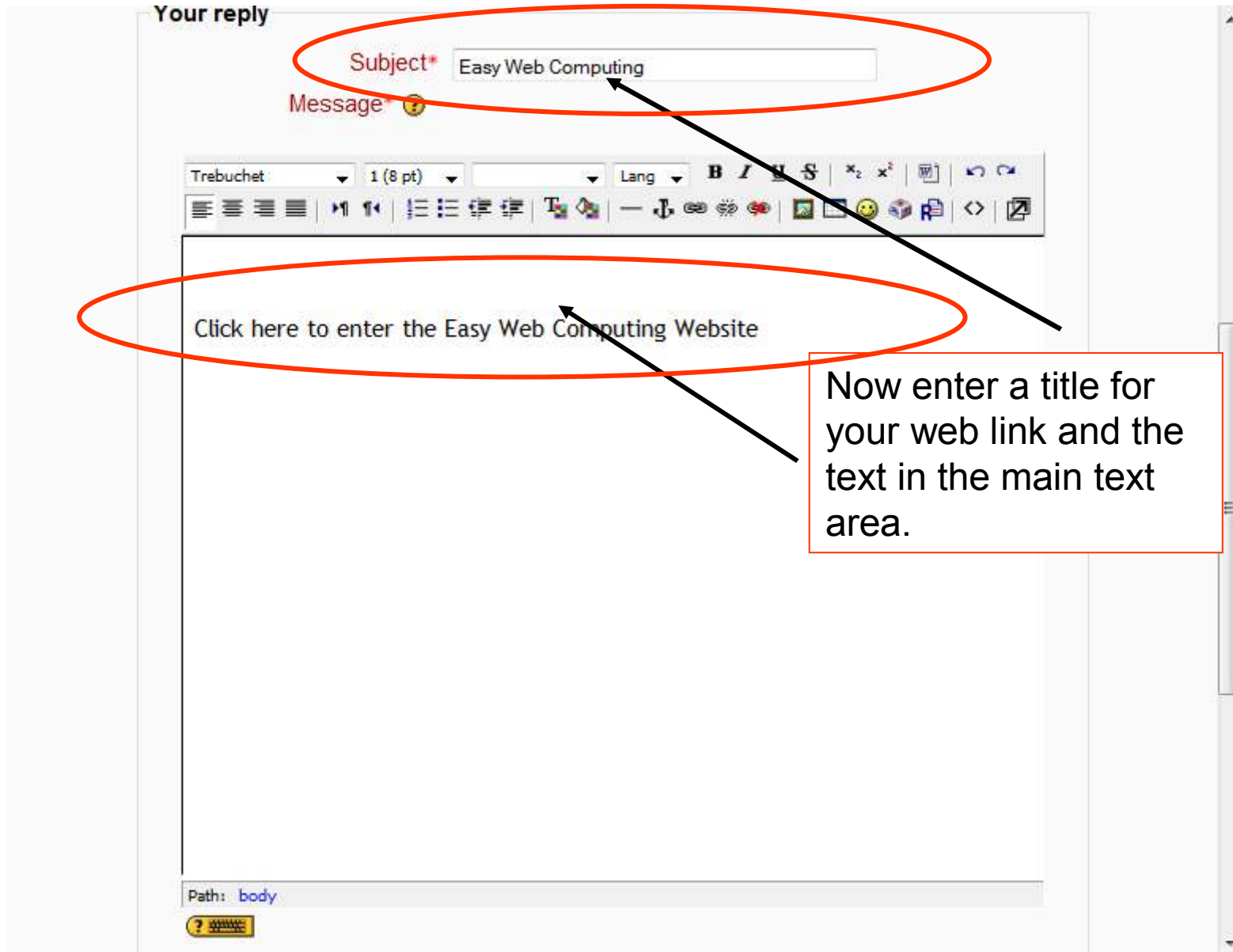
**Your reply**

Subject\*

Message\*

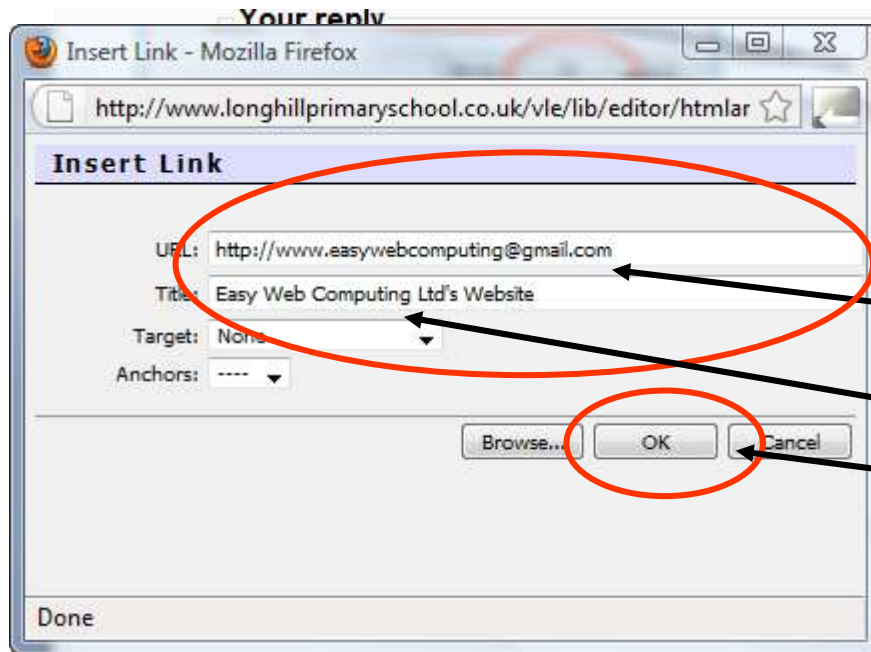
Trebuchet 1 (8 pt) Lang **B** *I* U ~~S~~  $x_2$   $x^2$

A new posting will appear at the bottom of the page.  
Scroll down the page to view it properly.



Adding a web link page 9





A popup window will appear. Enter the web address of the website including the http:// at the start.

Give the link a title and then click on the ok button.

[Click here](#) to enter the Easy Web Computing Website

Path: [body](#)

[?](#)

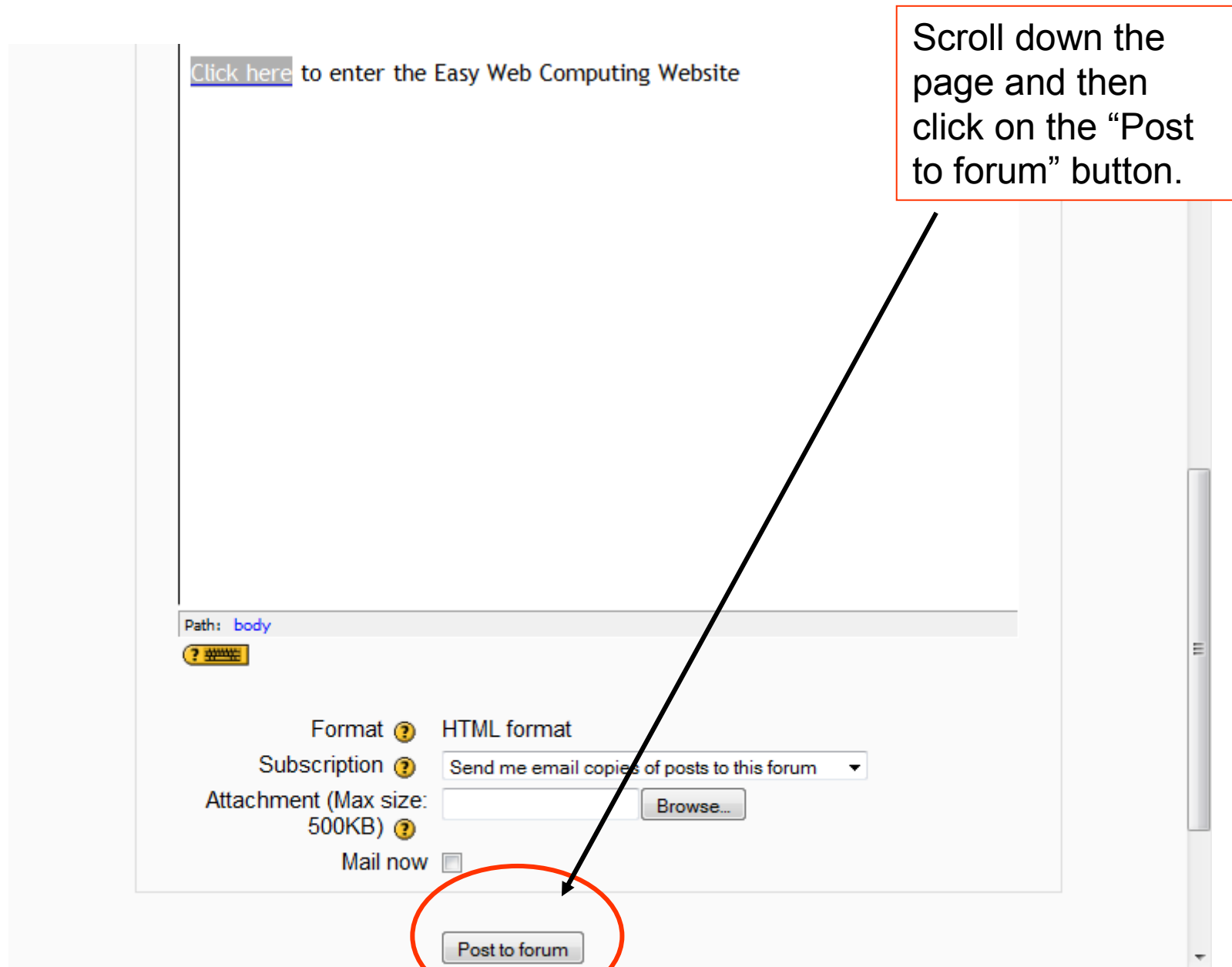
Format [?](#) HTML format

Subscription [?](#) Send me email copies of posts to this forum ▾

Attachment (Max size: 500KB) [?](#)

Mail now

Scroll down the page and then click on the "Post to forum" button.



Adding a web link page 12

The screenshot shows a forum thread with the following content:

- Thread Title:** School Web Links
- Author:** School Website Administrator
- Date:** Thursday, 8 July 2010, 10:30 AM
- Content:** Getting the best safely out of the internet. Here we'll provide good web links for you to use.
- Instructions:** Click on the logo above to return to the centre.
- Post 1:**
  - Title:** Easy Web Computing
  - Author:** School Website Administrator
  - Date:** Tuesday, 1 February 2011, 10:53 AM
  - Text:** Click here to enter the Easy Web Computing Website
  - Actions:** Show parent | Edit | Split | Delete | Reply
- Post 2:**
  - Title:** Safely Use the Internet
  - Author:** School Website Administrator
  - Date:** Saturday, 20 November 2010, 10:01 AM
  - Text:** Think You Know  
<http://www.thinkuknow.co.uk>

Annotations in the image include a large red oval around the 'Easy Web Computing' post, a smaller red oval around the link text 'Click here to enter the Easy Web Computing Website', and arrows pointing from a text box on the right to the top of the oval and the link text.

Your new posting will appear directly beneath the top title posting and you'll be able to see the link that is in the text.

Click on the link to make sure it works.



Adding a web link page 14 s.html

Don't forget that you can make any text in any forum posting into a web link.