Open in New Window

This will allow you to have any external links open in a new window, rather than opening right in PLS.

1. In your course click “Author.”
2. Find the location of the item that you need to have open in a new window. For example, my link is located in the Lecture for Week 1.
3. Right click on the link and select “Properties.”

4. In the Properties window click on “Target” for the dropdown menu. Choose “New Window” in the dropdown.

5. Then click, “OK.”
6. Once you area back to the Text Editor, click “Save Changes.”

7. To check and see if the link opens in a new window, click “Course.”
8. Click the link in your item.

9. The link will now open in a new window.

Note: If the link doesn't open in a new window, repeat steps 3-9.