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Web links in Kahootz

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Web links let you save and arrange links to other websites via their address or URL, and then share them with your workspace members.

To create a web link:

- 1. Under the Actions Menu, click Create a new item.
- 2. Choose to add a Web Link.
- 3. Add a name and description.
- 4. Input the web address.
- 5. The **Permissions** section will help you control who can view and modify the link.
- 6. Click Save.

You can test the web link to make sure it's correct before saving the details. If you don't specify a URL prefix, the normal web prefix of **HTTP:**// is assumed.

When displaying the link in your workspace, Kahootz will show a quick image of what the target page looks like, so people can check before they follow your link. They can choose to view it in a new browser window or use the current browser window.

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