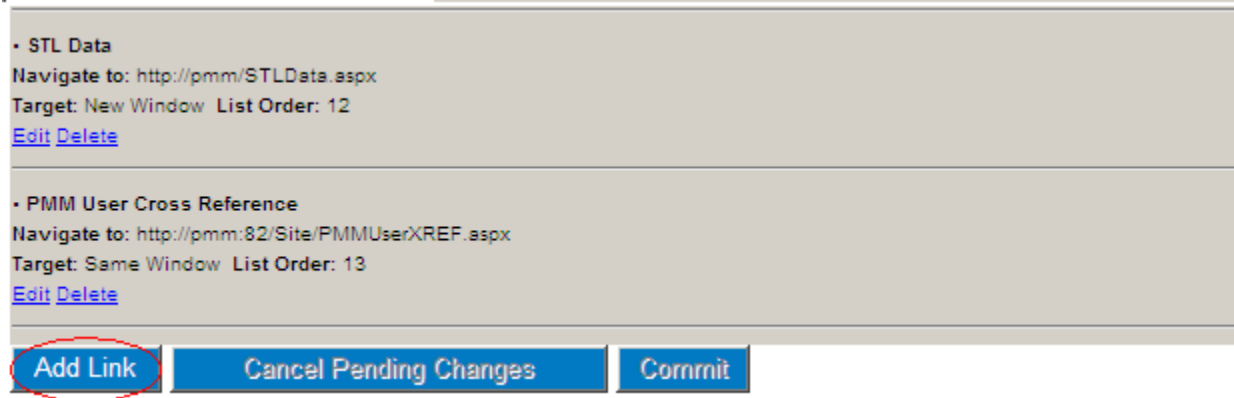


Links Editor Help

Adding New Links

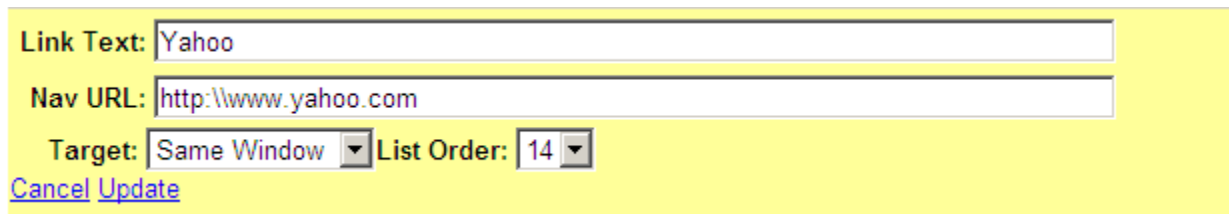


The screenshot shows a web application interface for managing links. It contains a list of two links:

- STL Data**
Navigate to: <http://pmm/STLData.aspx>
Target: New Window List Order: 12
[Edit](#) [Delete](#)
- PMM User Cross Reference**
Navigate to: <http://pmm:82/Site/PMMUserXREF.aspx>
Target: Same Window List Order: 13
[Edit](#) [Delete](#)

At the bottom of the interface, there are three buttons: **Add Link** (highlighted with a red circle), **Cancel Pending Changes**, and **Commit**.

- Click 'Add link'.



The 'Add Link' form is displayed on a yellow background. It includes the following fields and controls:

- Link Text:** A text input field containing the value 'Yahoo'.
- Nav URL:** A text input field containing the value 'http://www.yahoo.com'.
- Target:** A dropdown menu currently set to 'Same Window'.
- List Order:** A numeric input field containing the value '14'.
- At the bottom left, there are two links: [Cancel](#) and [Update](#).

- Enter the Link Text, this will be the text displayed .
- Enter the Nav URL, this is the site link to take the user.
- Select the Target. This is how the new window should open
 - **Same Window (default)** – The window is opened in the current browser
 - **New Window** – A new browser window is opened for the link
- Select the 'List Order', this is the order this link will appear in the list.
- Click 'Update' (This saves your new link to the persisted data).
- To complete the update click the 'Commit' button, this saves any pending changes to the database.

Edit Existing Links

• HSS Online Requisitioning (Live)
Navigate to: <http://hssweb.sehp.stelizabeth.com/portal/>
Target: New Window List Order: 1
[Edit](#) [Delete](#)

- Click 'Edit'.

Link Text:
Nav URL:
Target: List Order:
[Cancel](#) [Update](#)

- Update the following
 - Link Text – Name displayed to user
 - Nav URL – Navigation URL (Where the user will be directed to)
 - Target – How the new window should be displayed
 - List Order – Order of the link in list
- Click 'Update'.
- Verify your changes are correct and click 'Commit', this will save any pending changes to the database.

Delete Existing Links

• PMM 14.0 SP1 Test Site (Citrix)
Navigate to: <http://semocitrix>
Target: New Window List Order: 3
[Edit](#) [Delete](#)

- Click the 'Delete' button. This will delete the link from the persisted data.

[Add Link](#) [Cancel Pending Changes](#) [Commit](#)

- Click 'Commit' to save the pending changes to the database.