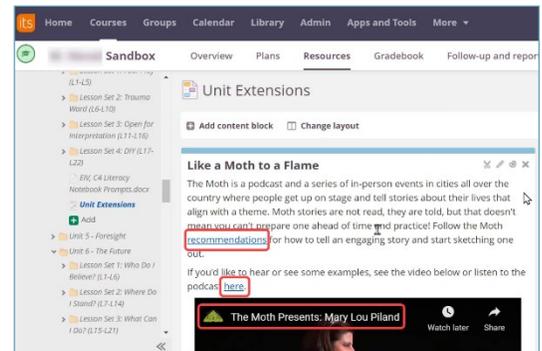
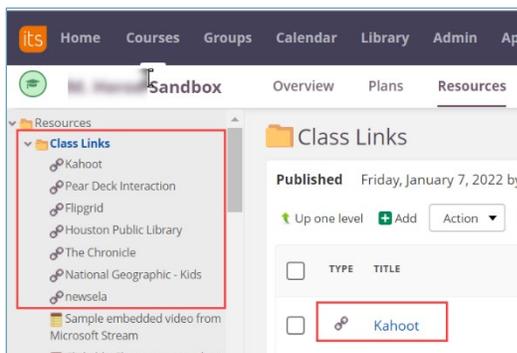


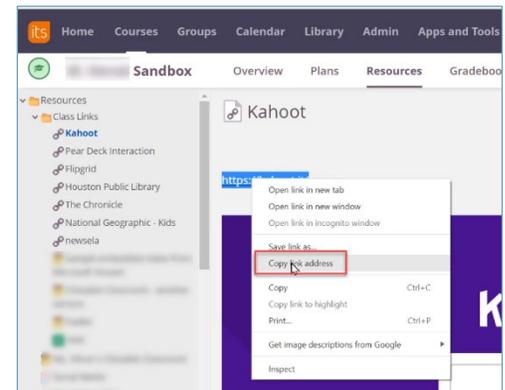
This How-To Guide will demonstrate how to save teacher or campus-created content on the HUB. This content can be used to recreate courses on Canvas. Courses created by the district will be saved and recreated in Canvas by the Curriculum Department and other Central Office staff.

## How to Save Links

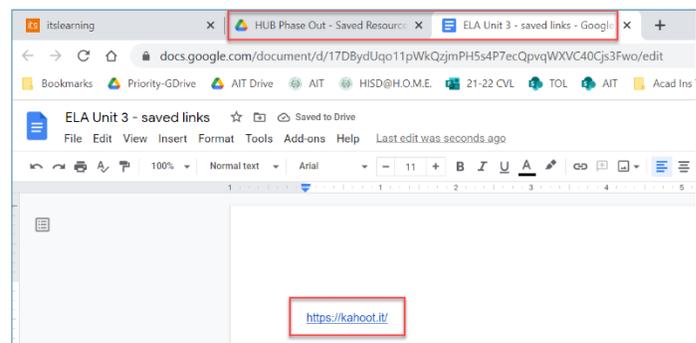
1. Go to your selected course at [www.houstonisd.org/HUB](http://www.houstonisd.org/HUB).
2. Locate the resource link (could be a direct HUB link, a hyperlink, or a video).



3. Right-click on the link and then select **Copy link address**.

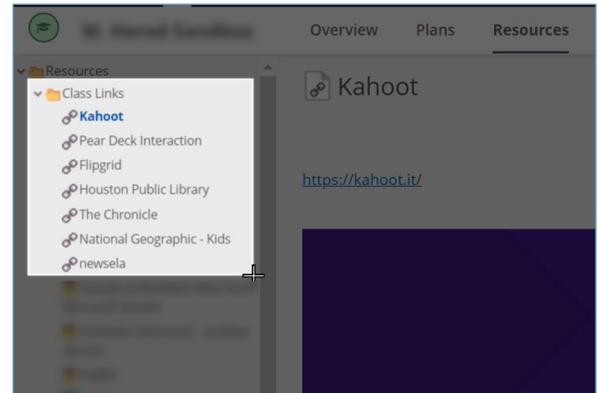


4. Save the link in a labeled document. It is recommended to save in a cloud-based document (Google Drive or Office 365) for easier transfer.  
 Note: Use CTRL + V to paste the link



- To remember the layout, use Snip & Sketch to take a screenshot of the HUB page.

Note: For more information on how to use Snip & Sketch, use this [how-to guide](#)



- Copy the image from within Snip & Sketch and paste it in along with the links in the document.

