

# Using Permanent Links to Share SAFARI Montage Content

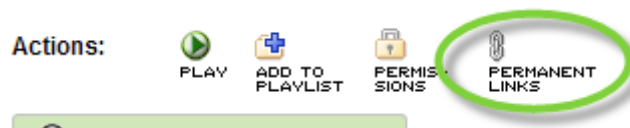
Every content item in SAFARI Montage has a unique permanent hyperlink that can be accessed and shared with others for linking in web pages, emails, documents, social media posts, etc. This instruction sheet shows how to access these permanent links. **Warning: copying the URL in the address field of your browser will not give you a shareable, permanent link to the content item. You must go to the “Permanent Links” screen for that item as described below.**

## Finding Permanent Links

1. In SAFARI Montage, click on the title of a content item to view the details page for that item.

The screenshot shows the SAFARI Montage interface. On the left, a search result for 'Using the Writing Process' is displayed with a thumbnail and a 'View details' link. A green arrow points from this link to the main content page. The main page shows the title 'Using the Writing Process' with a video player thumbnail. To the right of the video player, there are details such as 'Running Time: 19 min 41 sec', 'Grades: 5 to 9', and 'Language Tracks: English, Spanish'. Below the video player, there is a section for 'Supplemental Teacher's Documents' with links to 'Student's Guide' and 'Teacher's Guide'. On the right side of the page, there is an 'Actions' area with icons for 'PLAY', 'ADD TO PLAYLIST', 'PERMISSIONS', and 'PERMANENT LINKS'. The 'PERMANENT LINKS' icon is circled in green.

2. Click on the **Permanent Links** button in the Actions area.



3. On the Permanent Links screen, right-click on the link you would like to copy and choose **“Copy Shortcut”** (Internet Explorer) or **“Copy Link Location”** (Firefox/Chrome).

The screenshot shows the 'Permanent Links' screen in SAFARI Montage. A list of links is displayed, each with a title and a URL. A right-click context menu is open over the first link, 'Using the Writing Process'. The menu options include 'Open', 'Open in new tab', 'Open in new window', 'Save target as...', 'Print target', 'Cut', 'Copy', 'Copy shortcut', 'Paste', 'All Accelerators', 'Add to Favorites...', and 'Properties'. The 'Copy shortcut' option is circled in green.

4. Click to the location in a document, email, web page editor, social media post, etc. to place the cursor where you would like to add or save the permanent link, then hit **Ctrl+V** on the keyboard, or right click and choose **“Paste”** to paste in the permanent link.