

Lab Answer Key

Lab 01: Features and Benefits

Edit the Quick Launch Navigation



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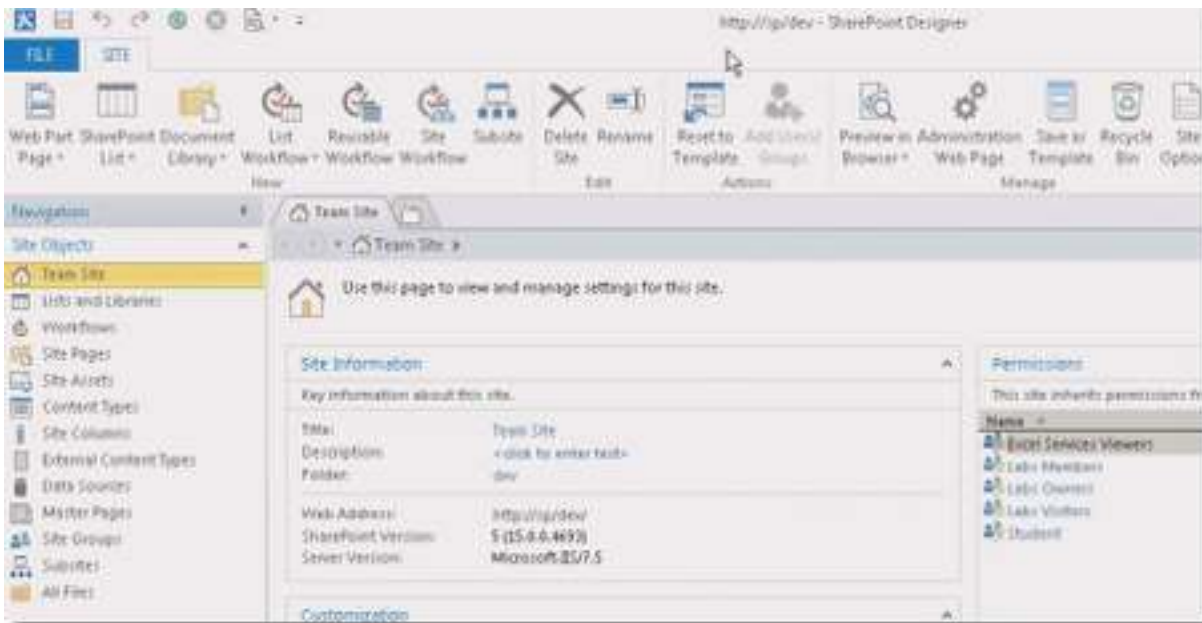
Video Transcript

Module 1 - Video 8

Edit the Quick Launch Navigation

The next thing I'm going to do at the requirements of the lab is add a link in the Quick Launch of the Subsite, the *dev site*, to link back to the lab site, which is its parent. Then I'm going to go to the parent site and add a link from the parent site to the Subsite in the Quick Launch.

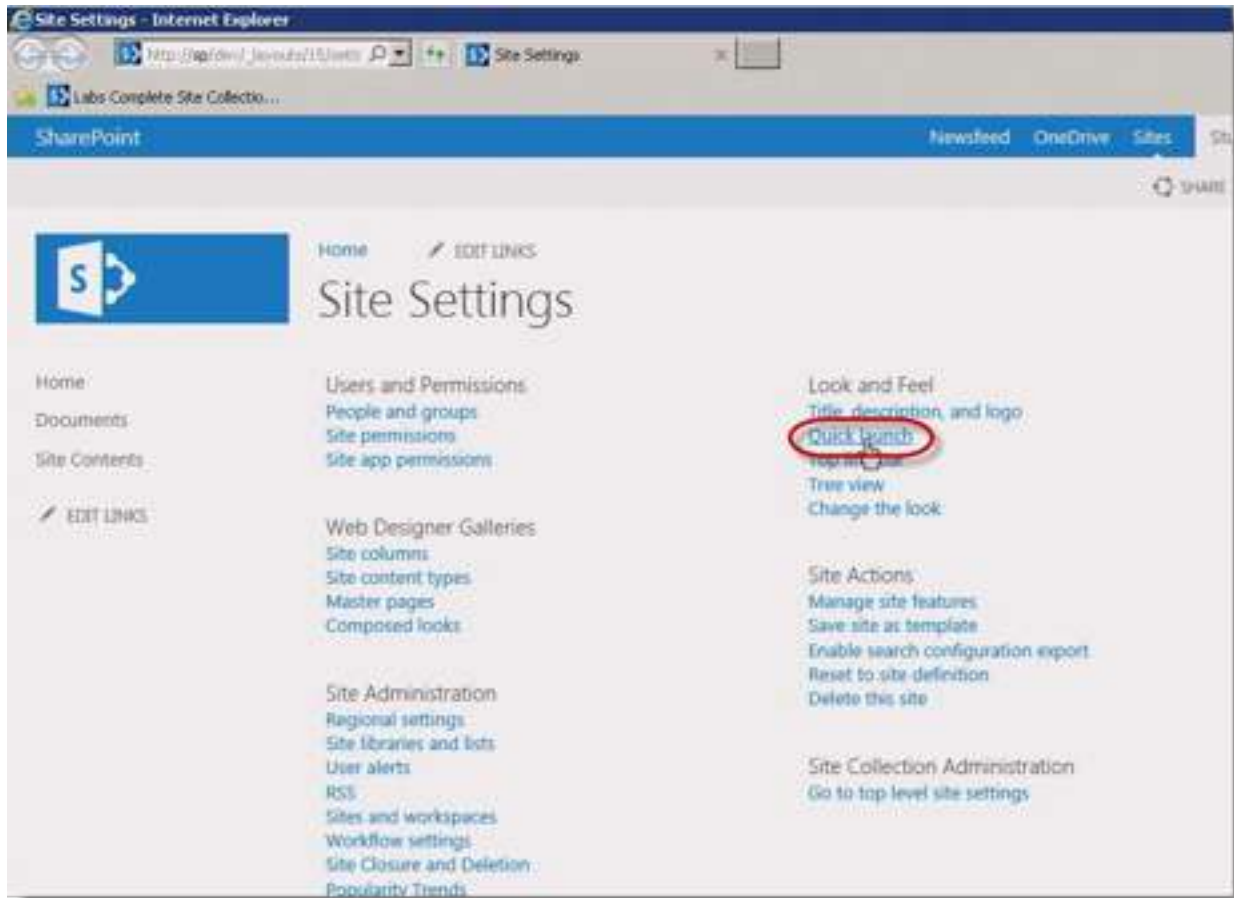
I have SharePoint Designer 2013 open and this is the instance connected to the Subsite.



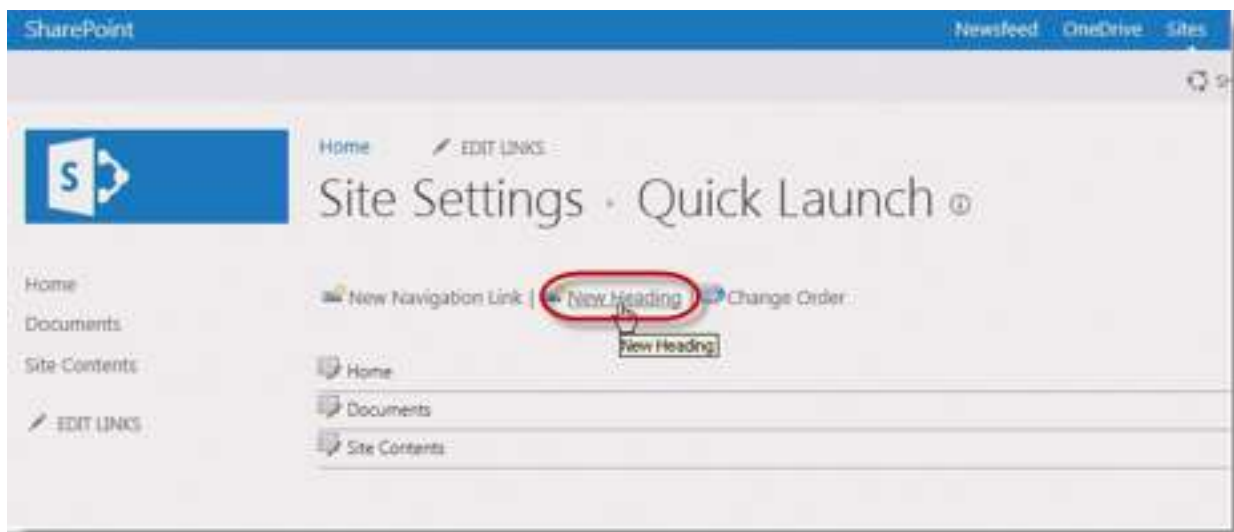
Believe it or not, what I'm going to do is I'm going to go ahead and click this gears icon that says Administration Web Page.



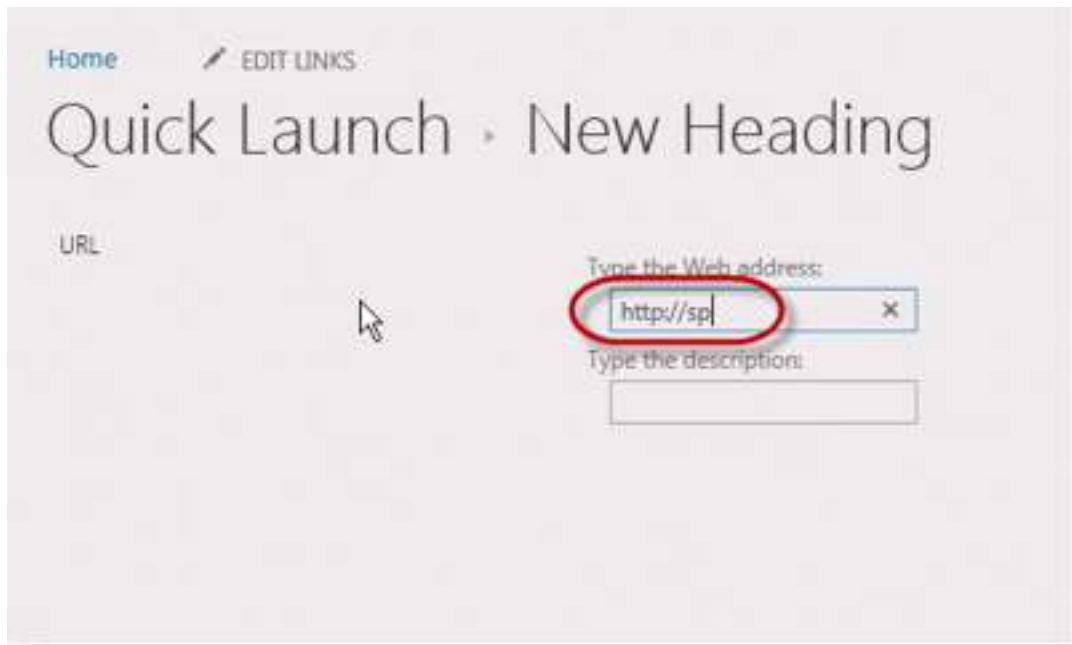
That would be the equivalent of going to the Subsite and going to the Site Actions > Site Settings gear. Here you can see that I have a link to edit the Quick Launch.



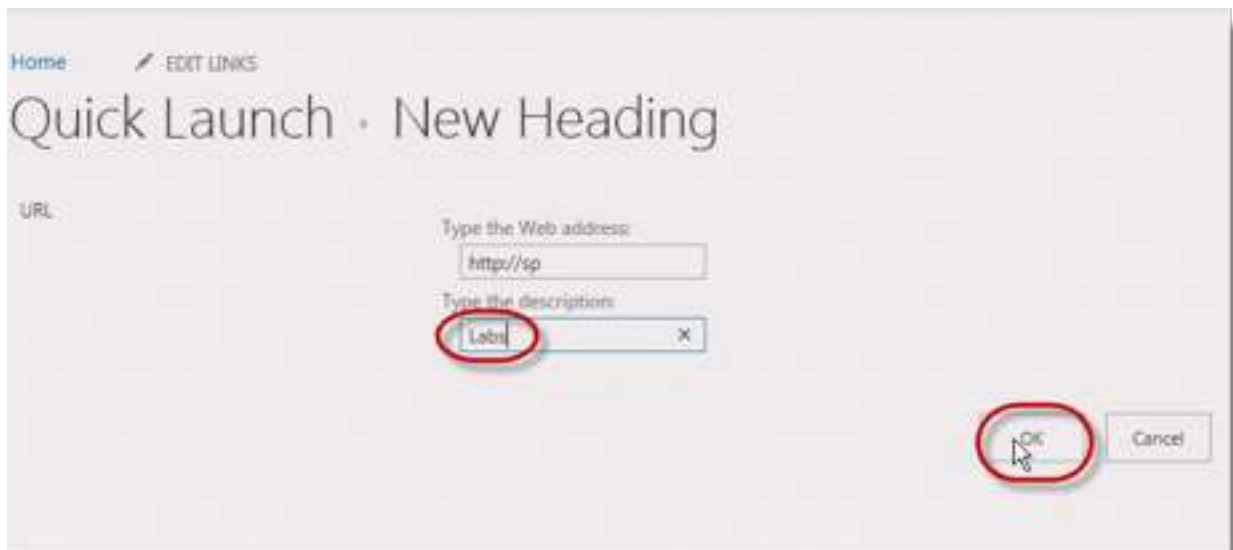
What I'm going to do is I'm actually going to click new heading. I'll click new heading.



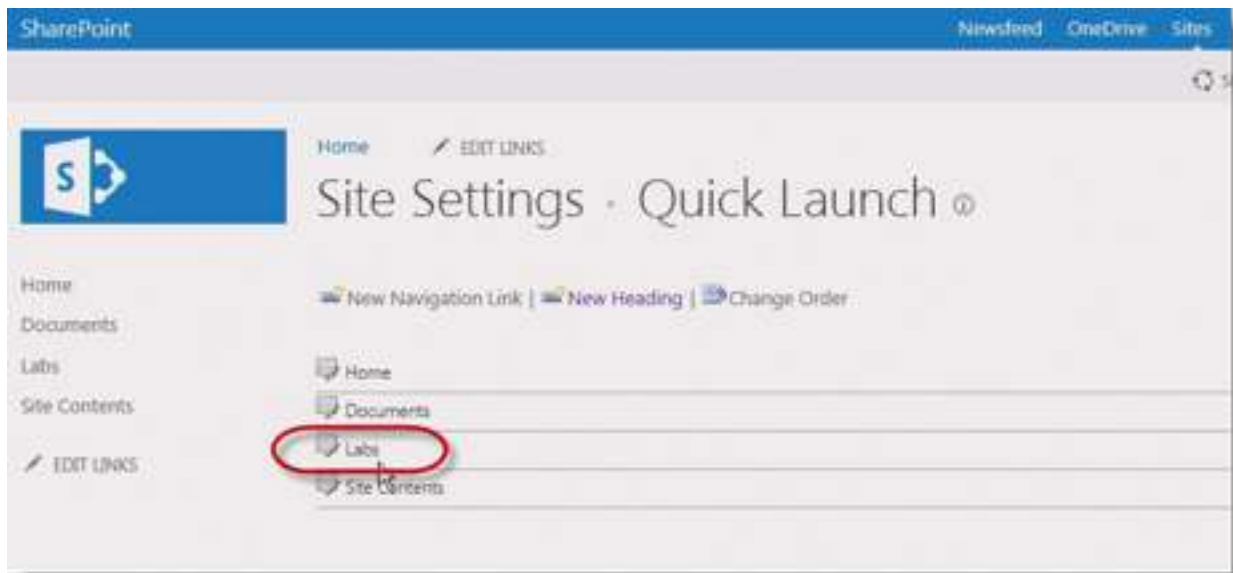
I have to give a valid, or at least an HTTP address. It doesn't necessarily have to link to something valid, but I'm going to link it to something valid. I'm going to use **http://sp**



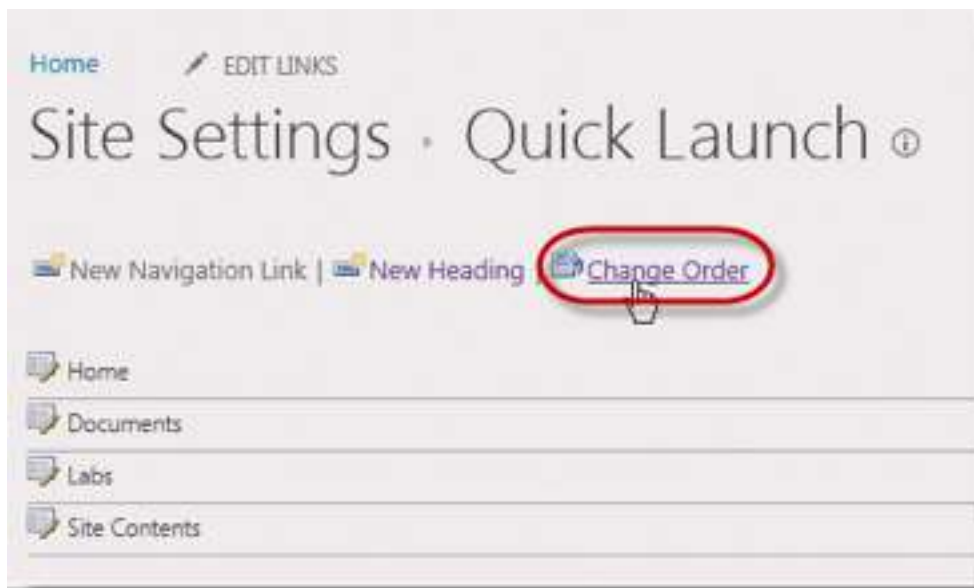
That will link from the Subsite to the TopLevel site, which is the Lab Site. Then the description's going to be **Labs**.



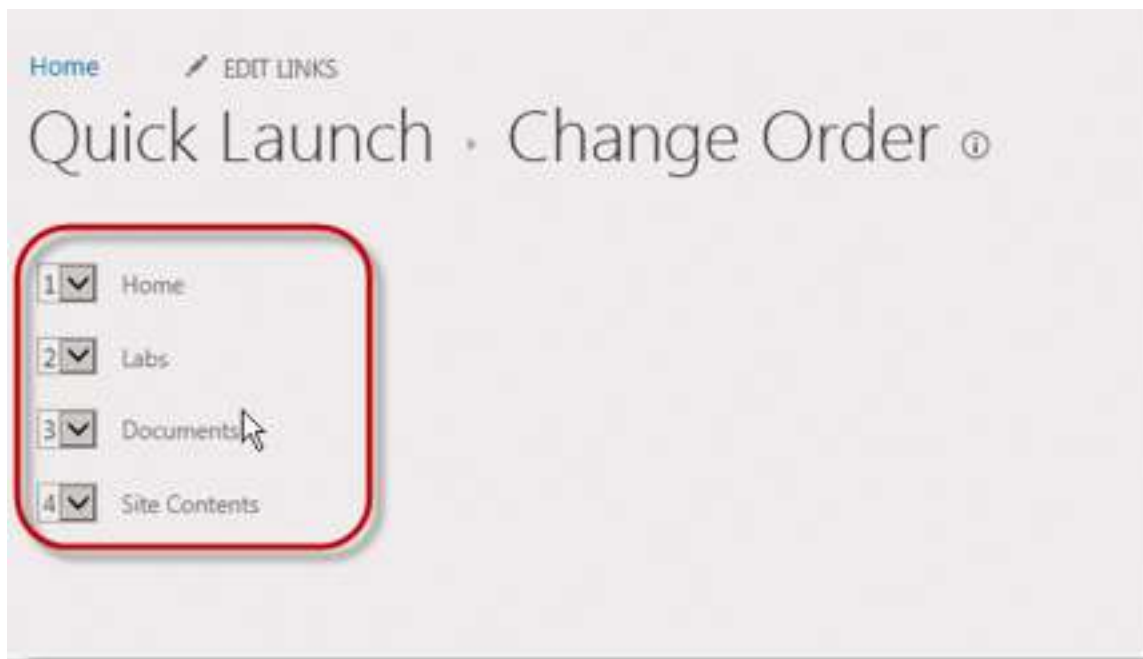
I'll click OK, and now if I wanted to, I could relocate this to a different order.



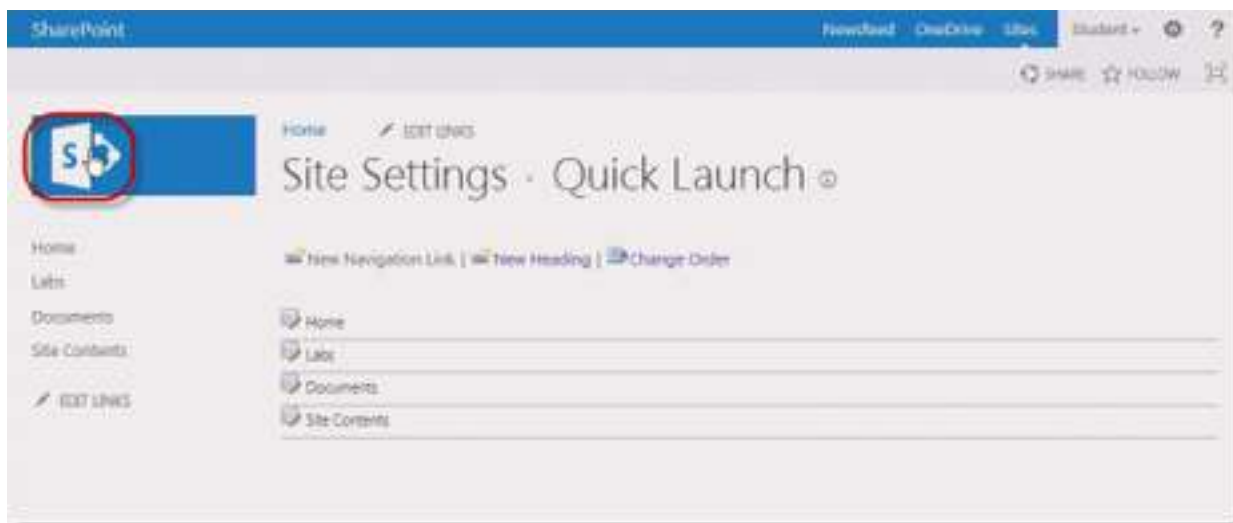
Like, I want to put it just below the link to the Home site, of the home page of this site. I'm going to click **Change Order**.

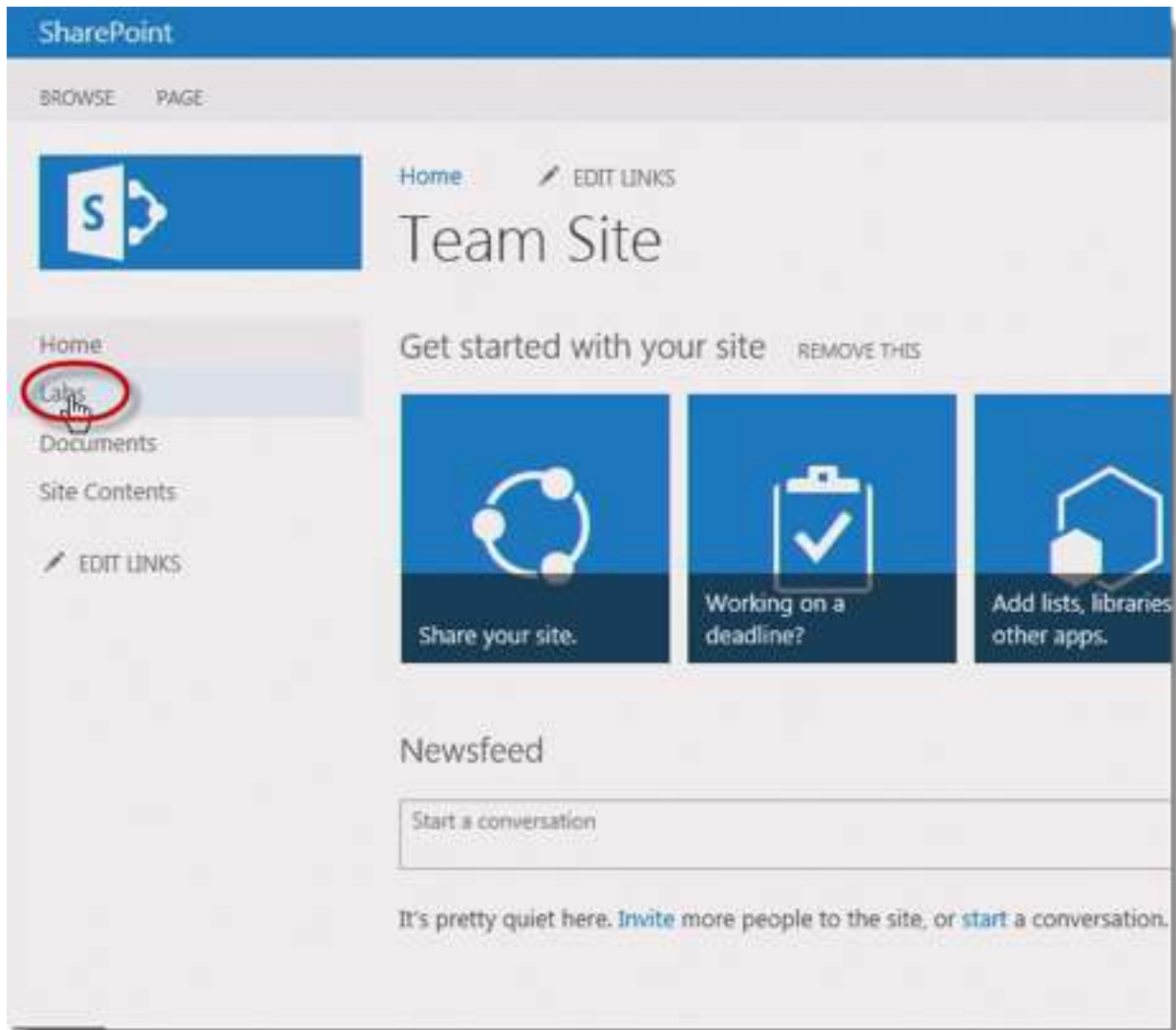


I'm going to change the number from 3 to 2 in labs. You can see it immediately sorts it and then click OK.

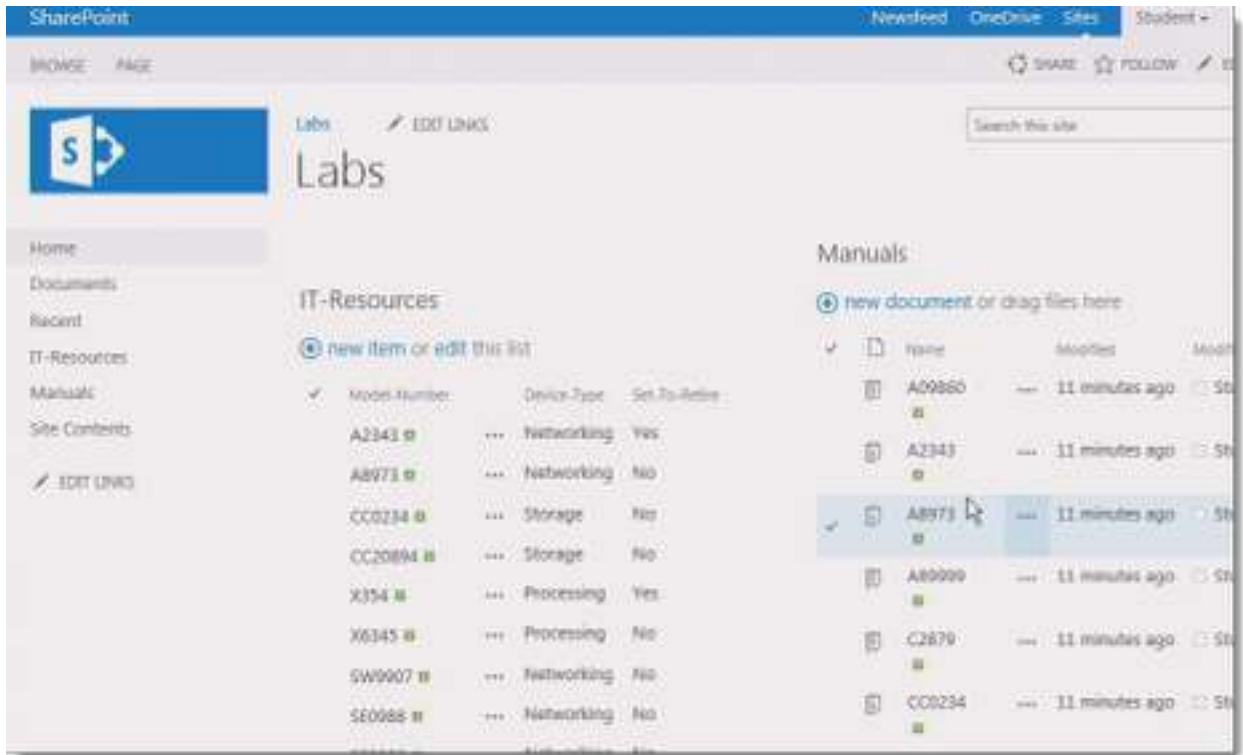


When I'm done I'll click on the Home icon

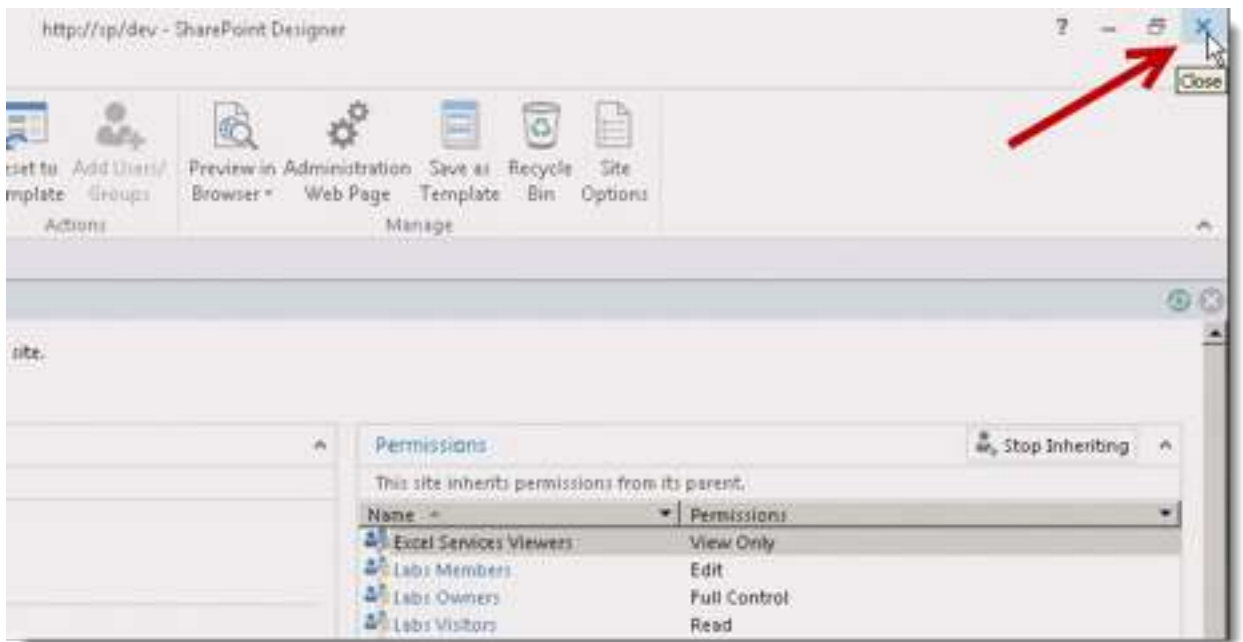




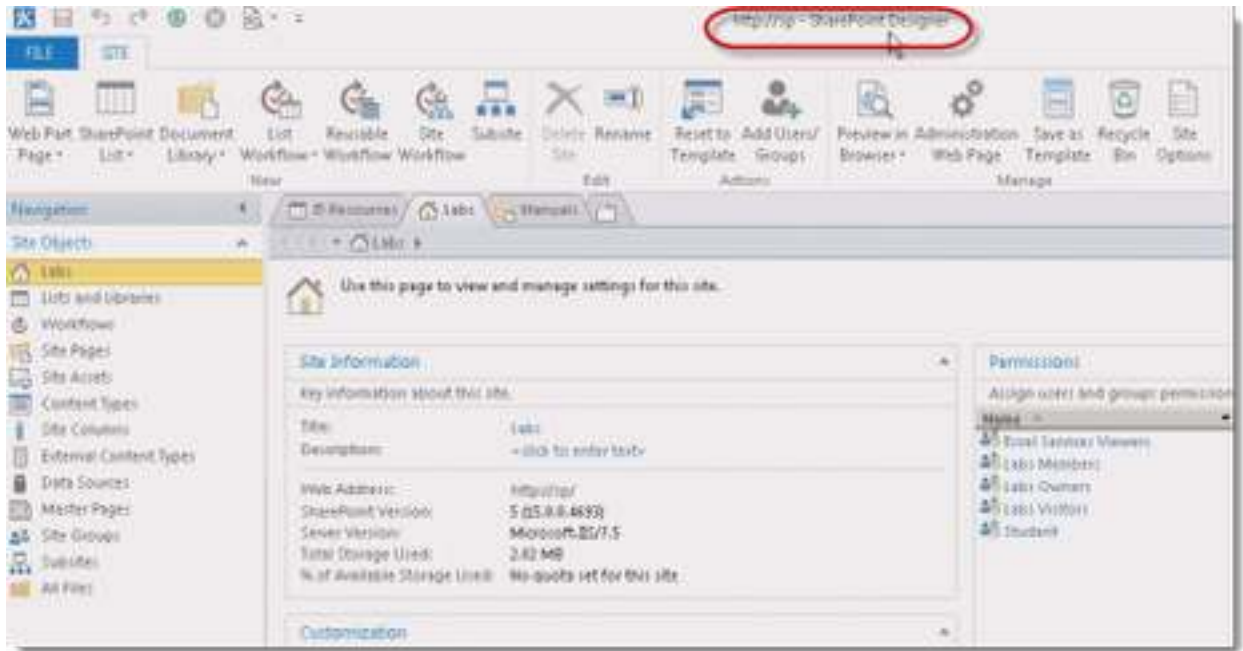
I'm on the Subsite. I'm on the dev site. I see that the labs link here in the Quick Launch will take me to the TopLevel Site, the Lab site, with the newly edited home page.



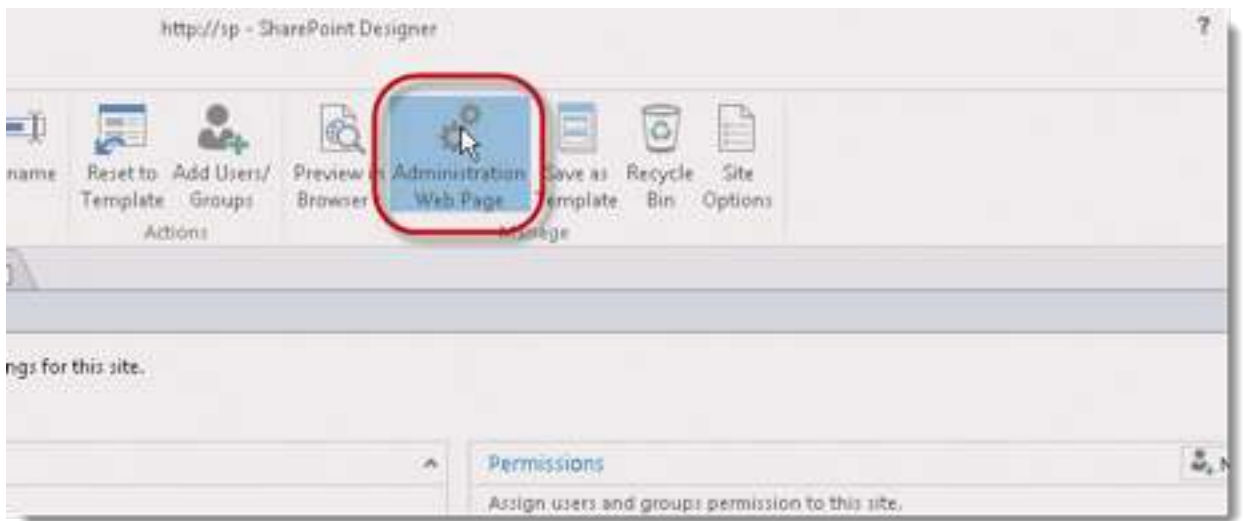
I'll close this and then I'm going to close the connection to the labs, the dev site.



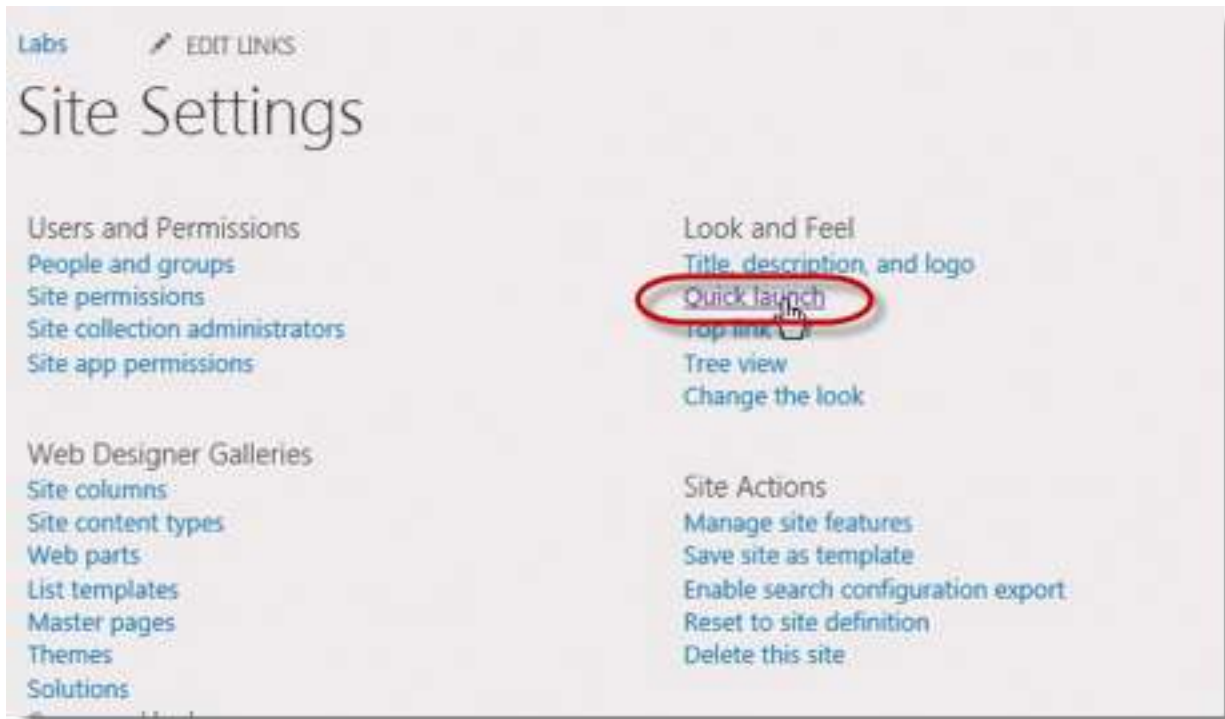
That leaves my instance. It's open to the toplevel site.



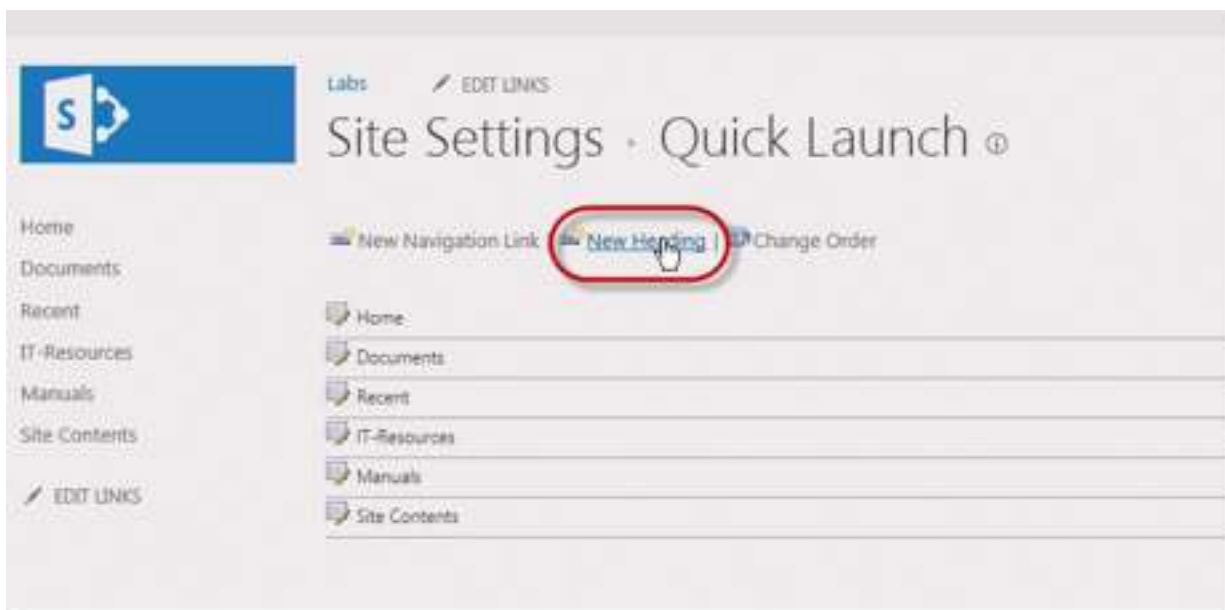
Here I'm going to click the Administration Web Page.



Then click on its Quick Launch.

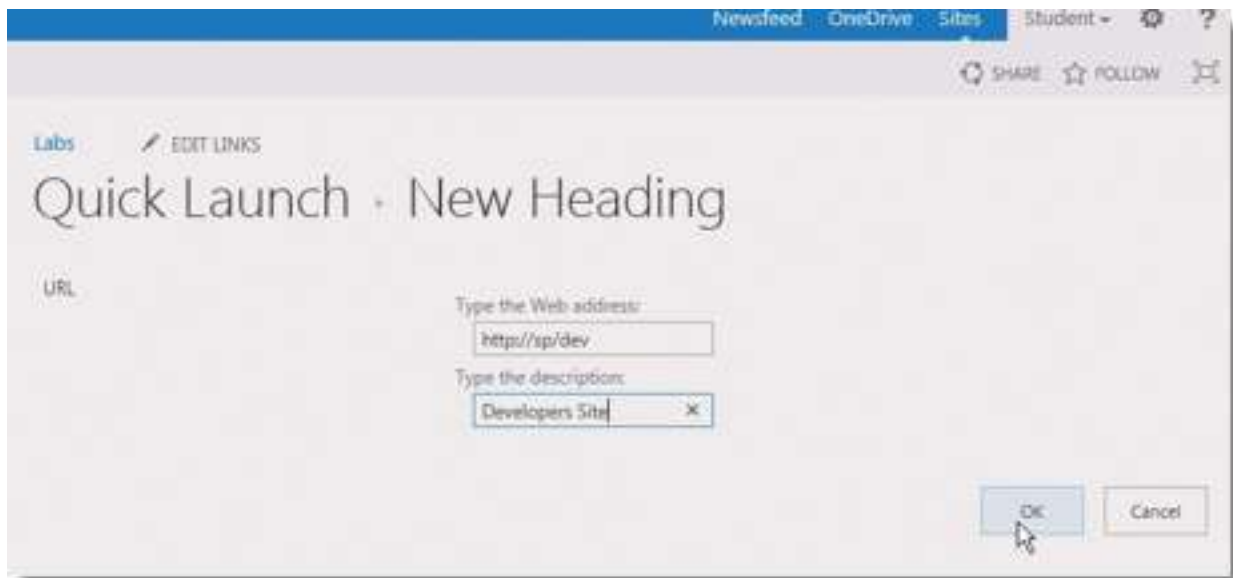


Next I'm going to do the same thing. I'm going to click New Heading

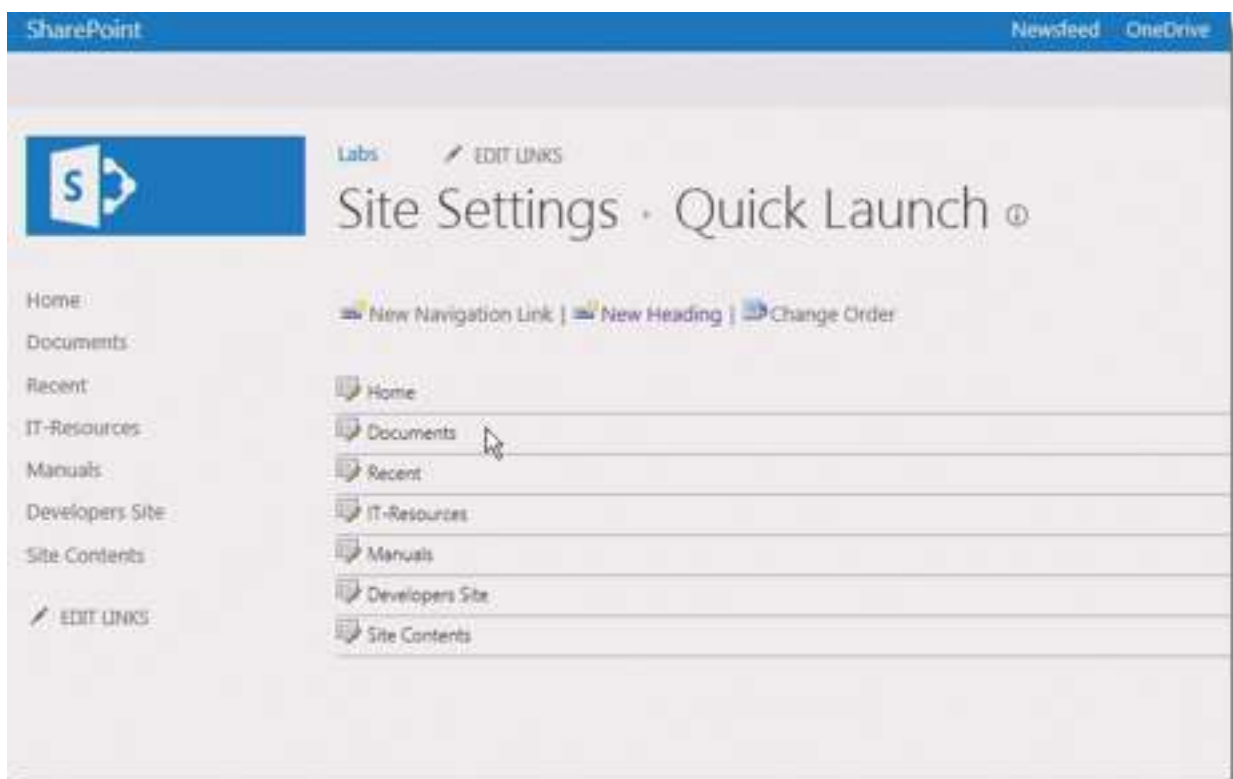


And I'm going to use http://sp/dev which is the URL to get to the Subsite.

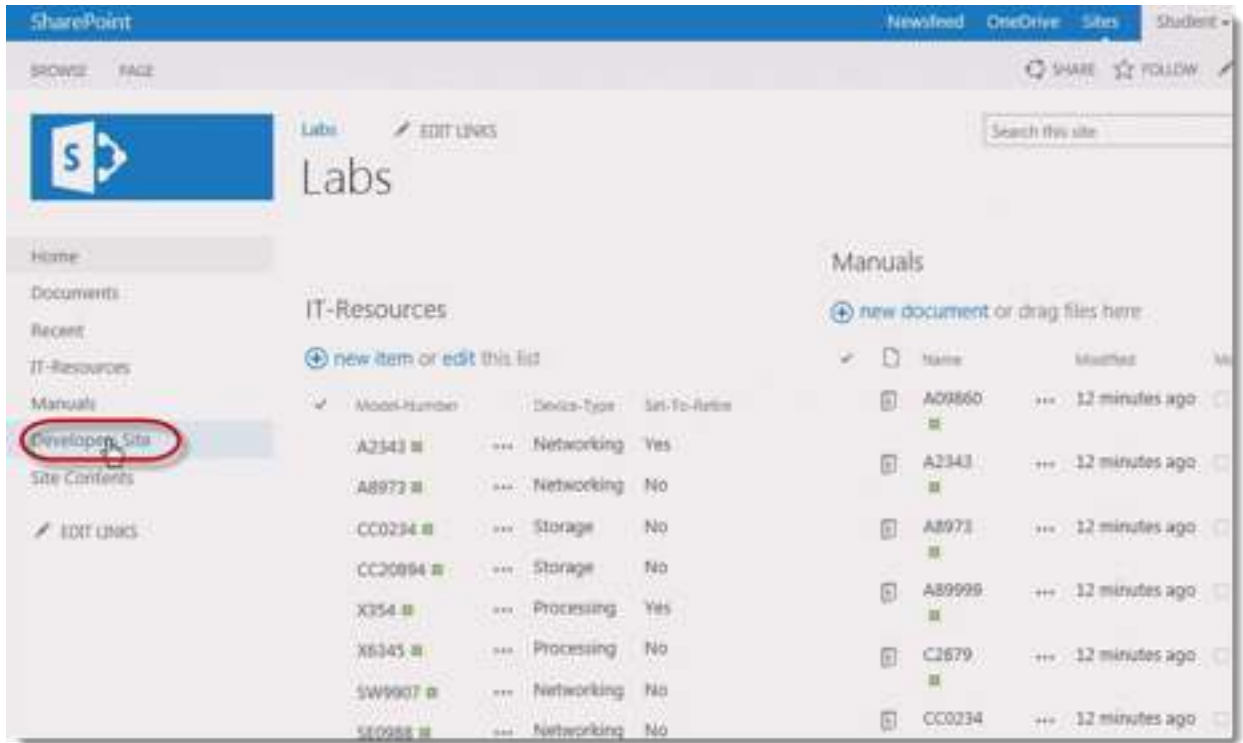
I'm going to call thisDeveloper site and I'll click OK.



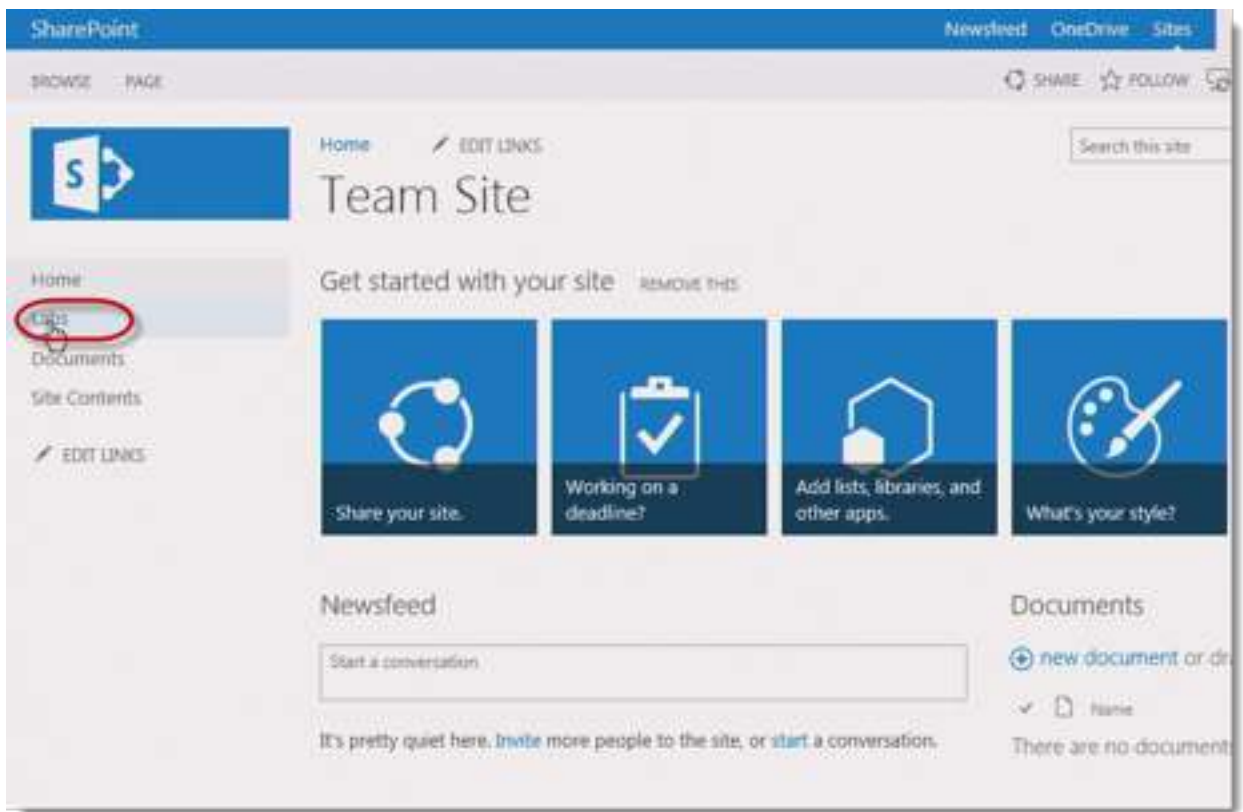
Next I'll just leave this one as-is, because that's how it is in the lab manual.



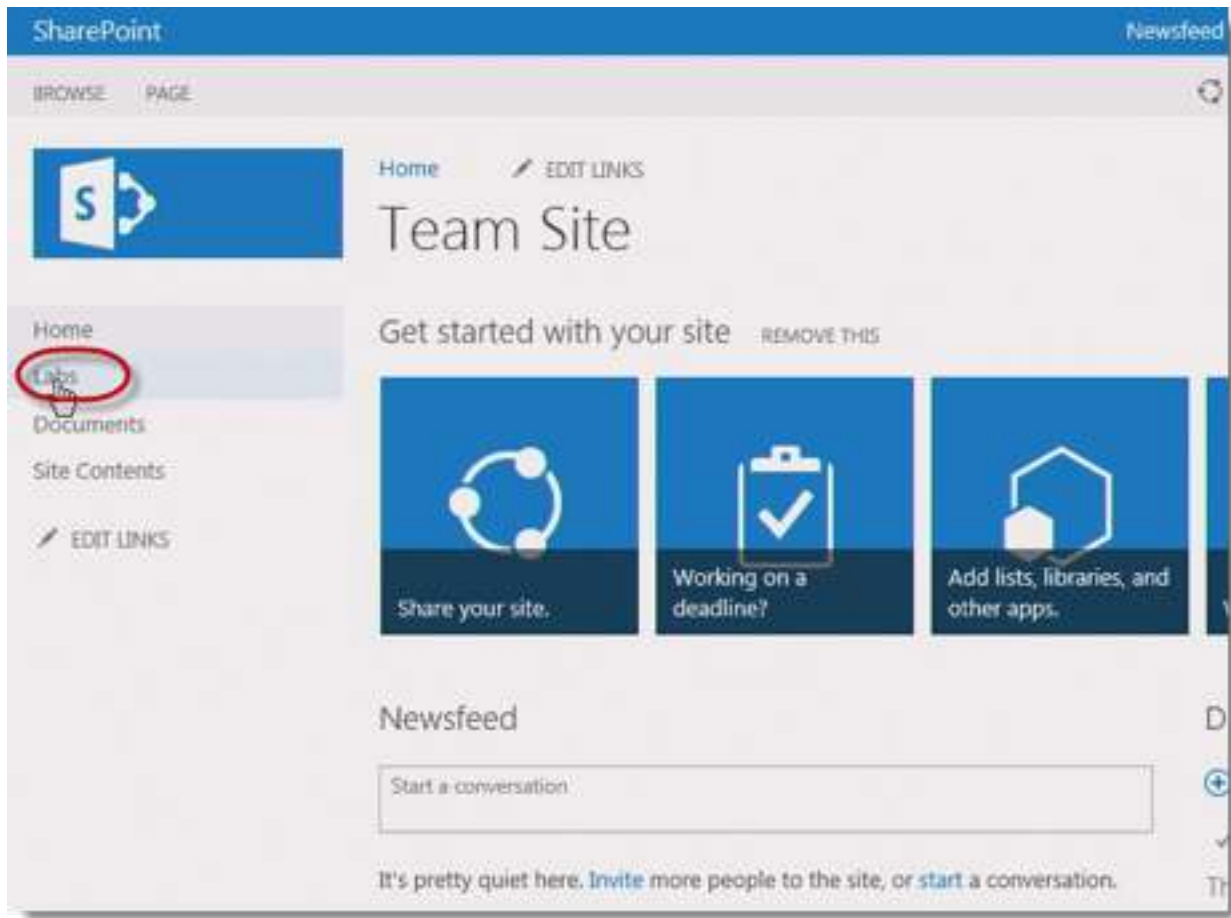
If I click on the Home page, you'll see that I've edited the Quick Launch to take me down to the developer site,



From the Developer Site.



I can click on the Labs link, which takes me to the toplevel site in the site collection.



I'm giving my navigation between those sites.

That's how I edit the Quick Launch using SharePoint Designer 2013 and also using the browser.