



Delta College Redirect Guide

The Delta College Redirect Application is a tool that can be utilized for shortening long URL links into a more manageable and easily recognizable URL.

Step One: To begin insert the URL link you want shortened into the URL field as shown below in Figure 1.

Figure 1.

REDIRECT



URL *

Redirect URL *

Title *

Description or Purpose *

Step Two: The Redirect URL field is where we create what our new URL link will be. For this example we will enter “timeclock” giving us our new URL <https://apps.delta.edu/redirect/timeclock>

Figure 2.

REDIRECT

URL *

Redirect URL *

Title *

Description or Purpose *



Step Three: Creating a Title and Description. The title should be a clear representation of what the link is used for. For this example the title is “Time Clock”. The description or purpose should a brief message explaining where this link will take the user and what it is used for. An example of a Title and Description are shown below in Figure 3.

Figure 3.

REDIRECT

URL *

Redirect URL *

Title *

Description or Purpose *

Step Four: Once all the fields have been entered you will click the “Create” button and your new redirect link will be shown in the “Your Created URLs” section

Time Clock
Keep track of working hours, lunch periods, break

<https://apps.delta.edu/redirect/Timeclock>
[Edit](#) | [Delete](#) | [QR Code](#)

Step Five: The “Your Created URLs” section will provide you editing options, the ability to delete, and a QR code. You are free to distribute your newly generated URL as you please.

Note:

When a shortened URL is visited that is not considered a college resource, a "Leaving Delta Resources" page will show with the original URL, and the title and description provided by the creator. If the link provided should be classified as a Delta College resource, please contact Help Desk at ext. 9575 with the site attached for review.

LEAVING DELTA RESOURCES

The following link is not a Delta College resource. By clicking the redirect button, you will be visiting the following:

Google
Search Engine
<https://google.com>

*You will be automatically redirected in 10 seconds