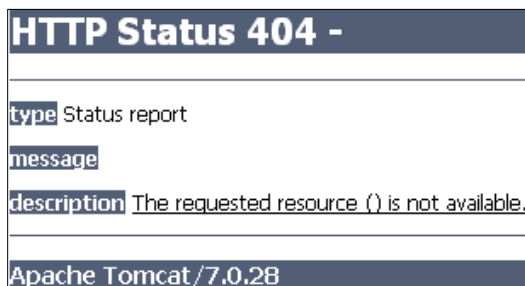


## 1) Relink to Sakai Files and/or Images:


After copying files from **Blackboard** or **Sakai**, if your files or images don't display to your students (and/or to you) in **Sakai**, you can relink to your files/images:

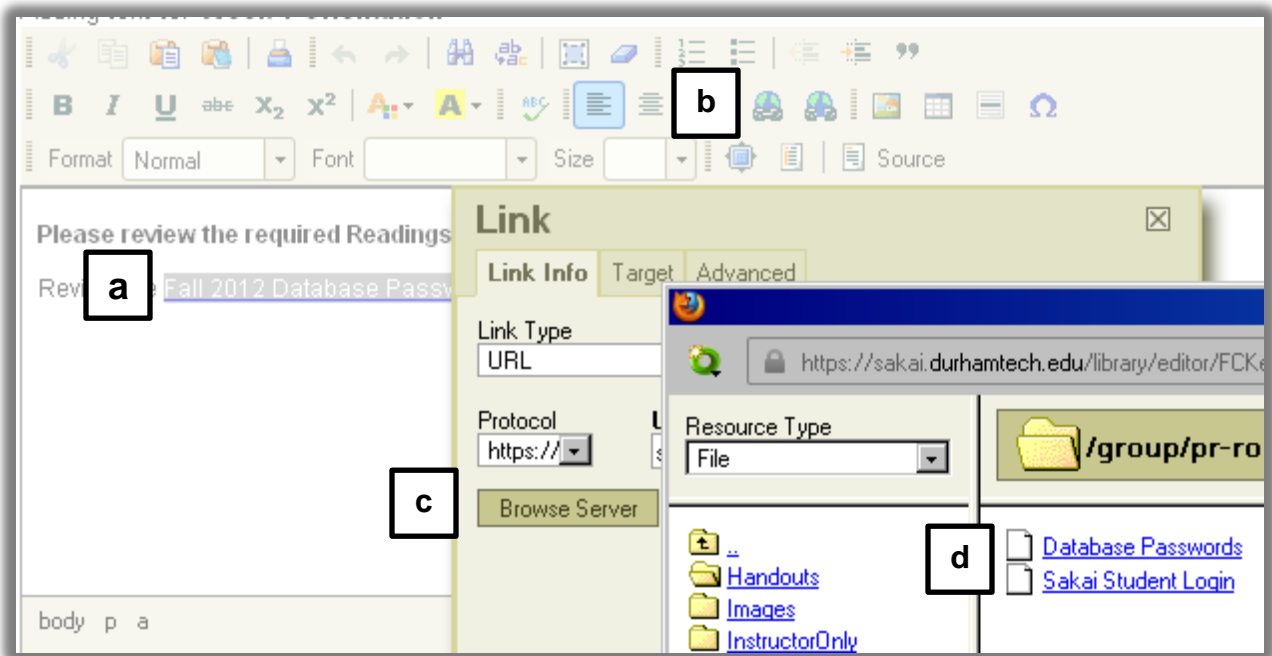
If your files have not been uploaded to your course site **Resources** area, in **Resources**, create folders and upload your documents to your **Sakai** folders. Follow these instructions for [creating folders/uploading files in Resources](#).

### Sakai File not found message:



### In the Sakai Text Editor: Relink to a File

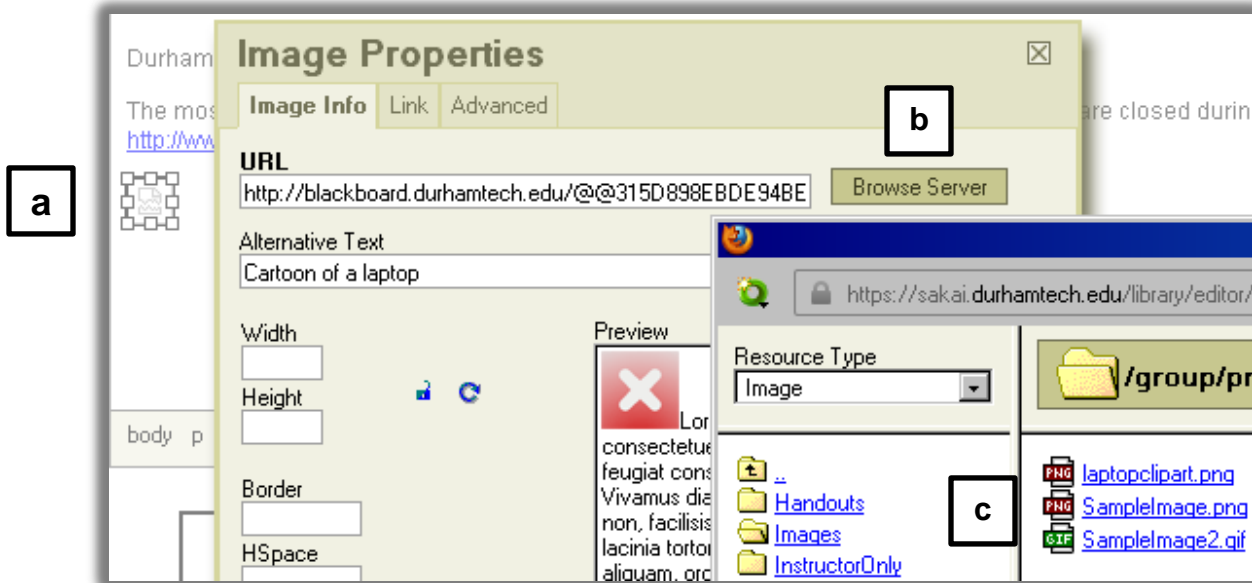
- In the **Sakai Text Editor**, click on the **underlined text** that is linking to a file that is getting the HTTP Status 404 message: The requested resource () is not available.
- On the middle Toolbar, on the right, click on the **Link** button. 
- In the **Link** dialog box, click on the **Browser Server** button
- In the **Resource** area displayed, click on the **folder** where your handout is stored (for example, Handouts), then click on the **file name** (such as Database Passwords)
- In the **Link** dialog box, click on the **OK** button; in the **Text Editor**, click on **Save**.
- Click on the underlined text. A dialog box will ask if you want to open or save the file.



### In the **Sakai Text Editor**: Relink to a **Sakai Image**

- In the **Text Editor**, **double-click** on the blank box where the image was displayed.
- In the **Image Properties** dialog box, click the **Browser Server** button.
- In your **Resources** area displayed at the top, click on the folder where your image is located (such as Images), click on your image file name (such as laptopclipart.png).
- In the **Image Properties** dialog box, click **OK**. Your image should now display.

e) In the **Text Editor**, click on **Save**.



f) Your image will now display in **Sakai**:

