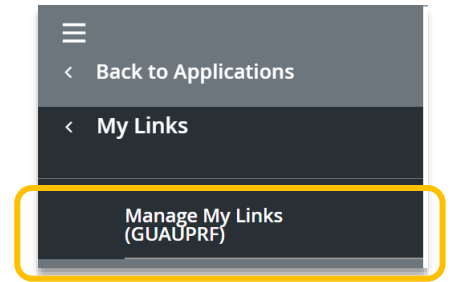
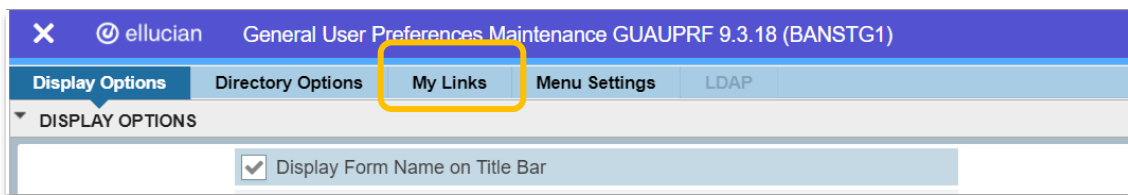


In Banner, you can create your own list of quick links. These links will be available through your Applications menu and can be removed or changed as needed.

1. Click **Applications** from the **Main Menu Panel** in Banner.
2. Select **My Links** then choose **Manage My Links (GUAUPRF)**.



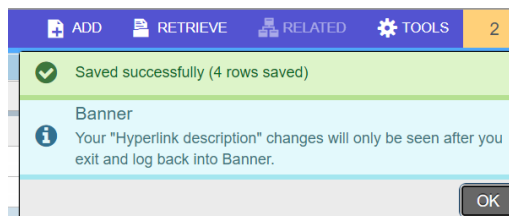
3. The General User Preferences Maintenance page will open. Select the **My Links** tab.



4. Under the column **User Value**, enter the following details:
 - a. In the field for **Your first personal link description**, enter the title of the link as you want it displayed in Banner.
 - b. In the field for **Your first personal link URL**, enter the URL for the webpage.

| User Value |
|---|
| http://umanitoba.ca/ |
| Your first personal link description |
| http://Your first personal link URL |
| Aurora Finance |
| https://umanitoba.ca/computing/renewal/aurora/finance |
| Your third personal link description |
| Your third personal link URL |
| Your fourth personal link description |
| http://Your fourth personal link URL |
| Your fifth personal link description |
| Record 5 of 13 |

5. Click **Save**. A notice will appear confirming the changes.



6. Log out of Banner then log back in. The added links will be under My Links in the Applications menu.

