



# Menu Links

## Menu Links

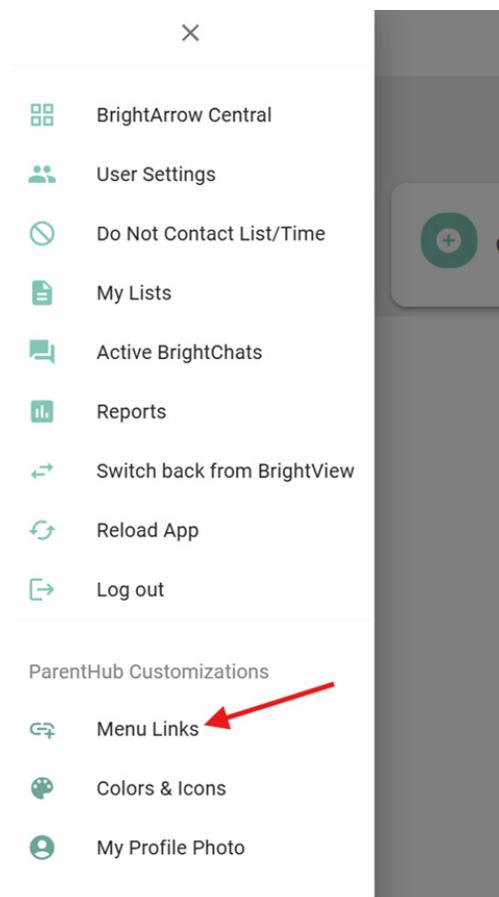
Maybe you want to share some big news that you blogged about or provide your contacts a link to your website or social media page so you can better guide them to certain information. Using the Menu Links feature in BrightView, you can easily link any website to the ParentHub Menu.

*Note: This feature is only available to customers with paid subscriptions for ParentHub and BrightChat. Contact [Sales@BrightArrow.com](mailto:Sales@BrightArrow.com) for pricing details.*

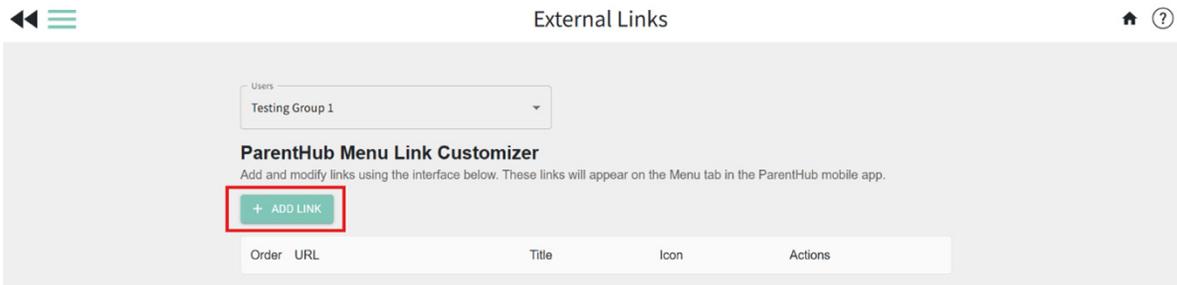
## Adding Links to the ParentHub Menu

To add links to websites so that they can be accessed by your contacts in their ParentHub app, you will need to start in the web-version of your BrightArrow account.

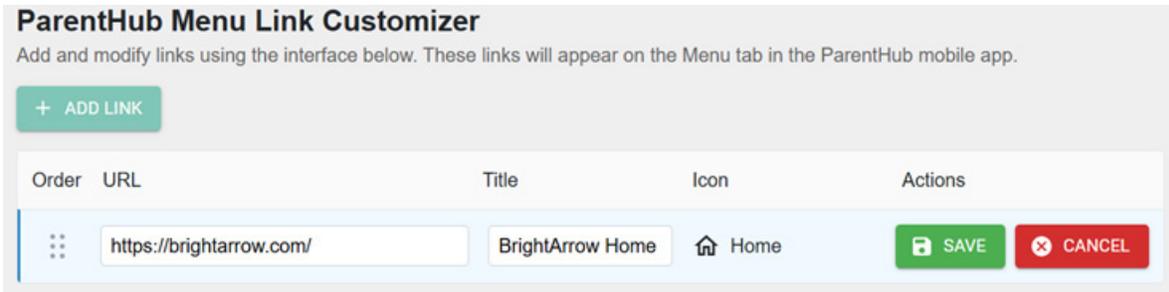
- From the BrightArrow Central homepage, click on the menu in the upper left of the screen. Select "Menu Links."



- In the “External Links” page, you will see the “ParentHub Menu Links Customizer.” Click the + Add Link button to get started.

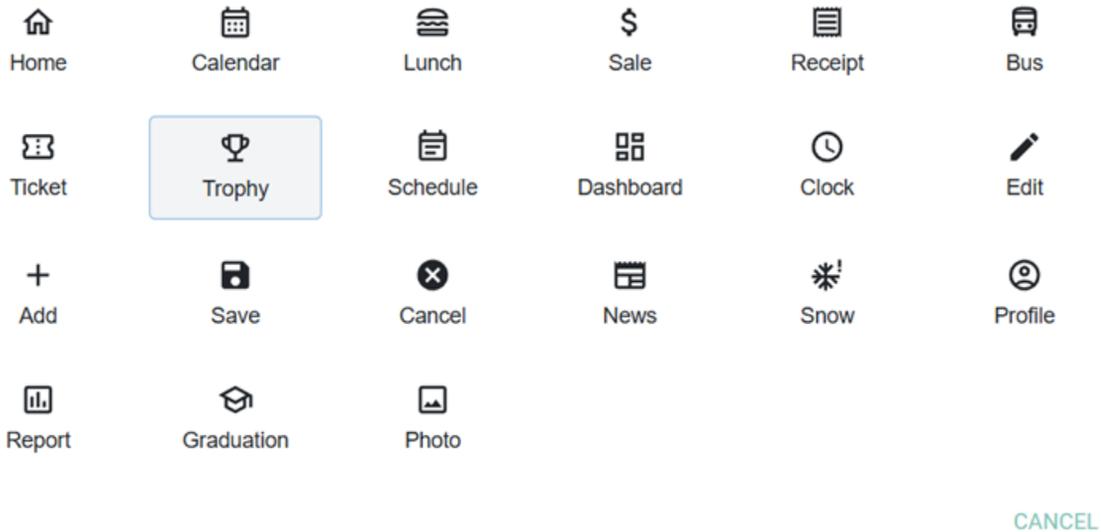


- Enter your secure URL and re-title it to your liking.

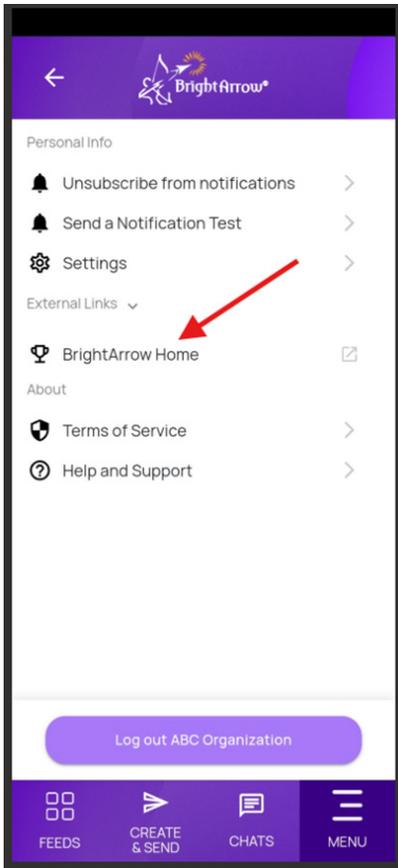


- Choose an Icon. These can be especially helpful if you plan on adding a large number of external links to the ParentHub menu. Your selected Icon will apply automatically when you click on it. Simply click on the Icon field again to select a different one.

### Select an Icon



- Clicking Save will add your link to the ParentHub Menu. Within the ParentHub app, simply tap on a link to visit the associated webpage.

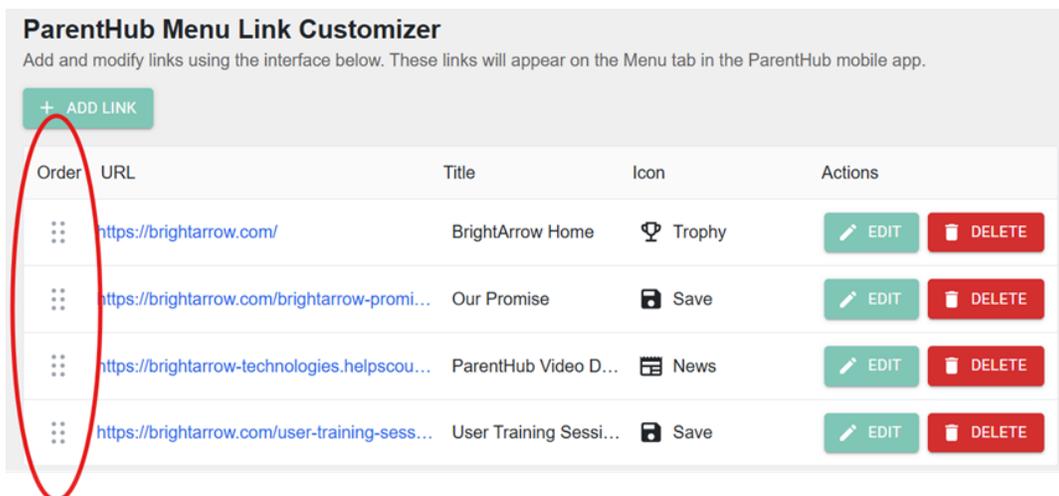


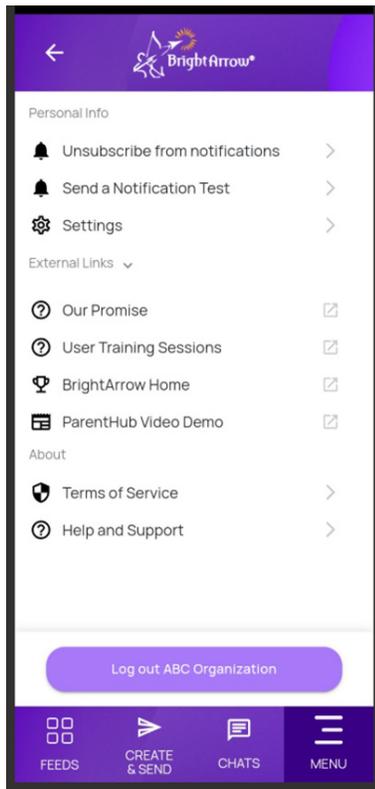
## Can I Link Multiple URLs to the App Menu?

Yes, you can link as many URLs to the ParentHub menu as you would like. Follow the steps listed above to continue adding links.

## Re-Ordering the Links

Once you have added multiple links, you can use the “Order” column to drag and drop each link so that they appear in the app in a particular order. Once you drag and drop them into place, they will immediately be re-ordered in the app.

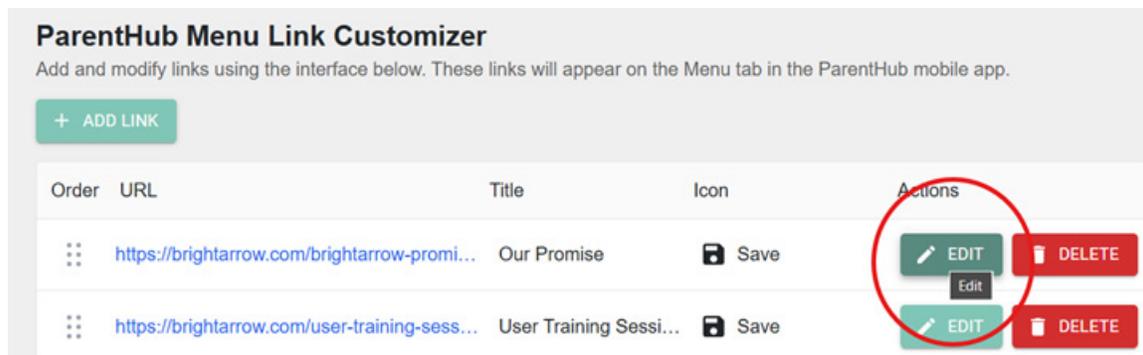




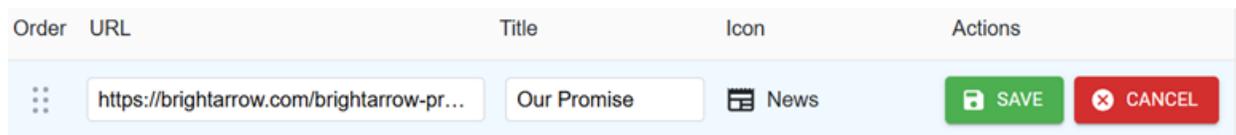
## How Can I Edit the Links?

After a while, you may decide that you need to make edits to your links. Maybe the URL is no longer valid, or maybe you'd like to link a different website without going through the process of needing to choose the Icon and re-order a new link. Edits can be made in a few simple steps.

- After navigating to your Menu Links, click the Edit button next to the link you would like to edit.



- You can now remove/re-write the URL and title as needed.
- Click Save to apply your changes. Click Cancel to undo your changes.



## How Can I Delete the Links?

If you don't want to keep the websites linked to ParentHub anymore, just go to the Menu Links page and click the Delete button next to each link you'd like to remove. The changes will apply within the app immediately as soon as the screen in ParentHub is refreshed.

Order	URL	Title	Icon	Actions
	<a href="https://brightarrow.com/brightarrow-promi...">https://brightarrow.com/brightarrow-promi...</a>	Our Promise	 News	 EDIT  DELETE
	<a href="https://brightarrow.com/user-training-sessi...">https://brightarrow.com/user-training-sessi...</a>	User Training Sessi...	 Save	 EDIT  DELETE

## Can I Group Links by Building or School?

Yes, you can separate links in the ParentHub menu by School or Building if they are setup as Group users. Select the User from the dropdown menu and follow the steps listed above to continue adding links.