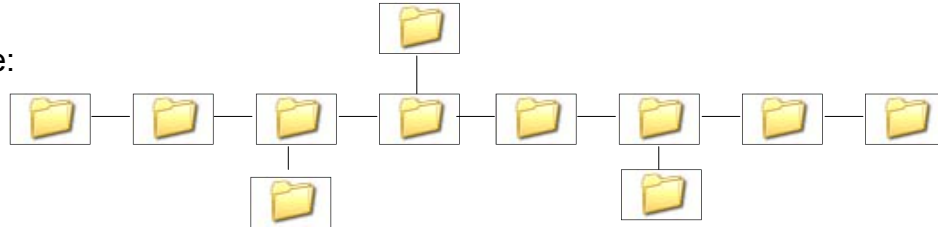


How can I get short URLs?

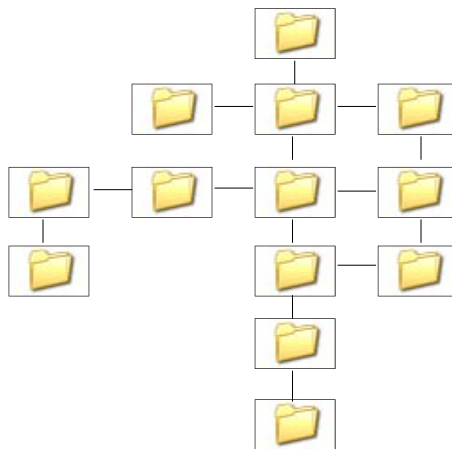
Directory Structure

The root cause could be the structure of your own portal. If you have a lot of directory levels then with any website you will get long URLs. The thing is to try and keep sections on a fairly even level rather than putting all new sections in as a sub directory of each other.

For example:



Is better than...



You should avoid using titles for your files and directories that are too descriptive :

e.g. **www.lgfl.net/lgfl/leas/mylea/accounts/subjects/maths/submissions/mydoc.doc**

is much better than:

[www.lgfl.net/lgfl/leas/mylea/accounts/curriculum subjects/mathematics and numeracy/latest submissions/keystage 3/documents/the latest summary of all our work to date.doc](http://www.lgfl.net/lgfl/leas/mylea/accounts/curriculum%20subjects/mathematics%20and%20numeracy/latest%20submissions/keystage%203/documents/the%20latest%20summary%20of%20all%20our%20work%20to%20date.doc)

and bear in mind that spaces appear in the address bar as the dreaded "%20" so it's best to avoid them in directory or file names that will form part of the URL.

www.lgfl.net/lgfl/leas/mylea/accounts/curriculum%20subjects/mathematics%20and%20numeracy/latest%20submissions/keystage%203/documents/the%20latest%20summary%20of%20all%20our%20work%20to%20date.doc

The underscore "_" does appear correctly in the address bar and could be an alternative if you have to have a space but it is hidden when URLs are underlined in documents. A hyphen "-" also appears correctly and is the better choice.

www.lgfl.net/lgfl/leas/mylea/subjects/maths/space-needed.doc

Direct Links



Other solutions to create shorter URLs involve the creative use of the "links" object in digitalbrain.

Let's suppose we want a shorter URL for an existing page.

1. Copy the existing page URL into memory.
2. Navigate to the highest root directory you have permissions over e.g. www.lgfl.net/lgfl/leas/mylea

3. Create a new link object there

New

Step 1: What would you like to create?

Folders

Folder News Folder Learning Module Folder

Powerstation Folder

Contents

Course Powerstation Document

Communications

Community Mail Discussion Live Discussion

On-line Poll Calendar

Users

Digitalbrain account

Others

Counter Link On-Line Test

4. Call it "mypage" or whatever you decide to use for the final part of the shorter URL.

New > Link

Step 2:

What would you like to call it?

In which folder should this be created?

5. Finally paste in the lengthy URL from memory.

New > Link

Step 3: Where would you like to link to?

Please enter an address (or cut and paste one from another web browser).
e. g. <http://www.digitalbrain.com/>

Now the URL www.lgfl.net/lgfl/leas/mylea/mypage will take you to the original page's location. This makes it an easier URL to give out for publications although the URL that finally appears in the address bar when you arrive will still be the lengthy one.

Homepages and index.htm

The last alternative is a crafty one. LGfL accounts have a built in shortened URL for their homepages.

It is worth making accounts for all your sections rather than creating a site just with web folders for then you can refer to your sections by using the account URL.

e.g. www.lgfl.net/lgfl/leas/mylea/accounts/subjects/science can be called by either using www.science.mylea.lgfl.net or <http://science.mylea.lgfl.net>

index.htm

It is worth knowing how the system works a little in order to exploit the next variation. When the system goes to an account it first searches for a file called "index.htm" in case there are any traditional web pages to load. If it doesn't find any such file it then proceeds to check for the learning module page "homepage/home" and displays that instead. (...and if that fails it defaults to the parent account and repeats the process).

So you can take advantage of this process by:

- creating an account,
- going into it's root directory and creating a **new | link** object, as before.
- This time, call that link object "**index.htm**"
- and paste in the URL that you want the page to redirect to.

When you type in the account URL (www.science.mylea.lgfl.net) the system thinks the object "index.htm" is a homepage and tries to load it which instantly redirects you to the address you have put inside the link.

This is particularly effective as no page other than the one you are redirected to appears to load and you can give out consistently short URLs to the public. This forms the basis of the current practice of LGfL.net

