

Embed Mandala Collections in UVACollab

This guide walks you through the process of embedding a Mandala collection page in your UVACollab course site. This lets your students get quick access to the entire collection.

To embed individual audio or video files in UVaCollab, see [Embed Mandala Video Assets in UVACollab](#).

- [Embed a Mandala Collection](#)
- [Open Collections in a New Window \(For Private Collections\)](#)

Embed a Mandala Collection

1. Open your course site in [UVACollab](#)
 - See the external [UVaCollab guide](#) for help
2. Click **Site Info** from the menu on the left
 - The 'Site Info' page will open
3. Click **Manage Tools** from the top menu
4. Check **Web Content** from the list of tools, then **Continue**
 - You may have to scroll to the bottom of the page
 - A form for adding web content will open
5. Create a title for the web content
6. Paste your Mandala collection's URL into the appropriate text box
 - For help finding your collection, see [Open Collections](#)
7. Click **Continue**
8. Check that your title is correct
9. Click **Finish**
 - A link to the Mandala collection will appear in the Tool Menu

Once you've embedded your Mandala collection, you can change its position in your site Tool Menu.

If you need your students to add assets, or if the collection is private in Mandala, check out the section below.

Open Collections in a New Window (For Private Collections)

In some cases, you may want the Mandala collection to open in a new page.

Use this option when people need to:

- view a private collection, OR
- edit or add collection assets

1. Select your collection in the Tools Menu
2. Click **Edit**
3. Check the **Open in new window?** box at the bottom of the page
4. Click **Update Options**

You can make the collection open in UVACollab again by unchecking the box.