

A Guide for Using Direct Links

Direct Links, also known as deep links, allow student/faculty/staff users to click on the link and be taken directly to that page within Starfish. By creating shareable Direct Links, users can get to their intended location on any device. For security and permissions reasons, users will still need to login.

Throughout Starfish, you will see Direct Links referred to as Internal Links and Share Links.

Direct Links are available to the following locations within Starfish

- Connection Profile
- Connection Appointments
- Services Profile
- Services Appointments

Connection Profile and Appointment Links

Connection Profile and Appointment links are available on your Institutional Profile page

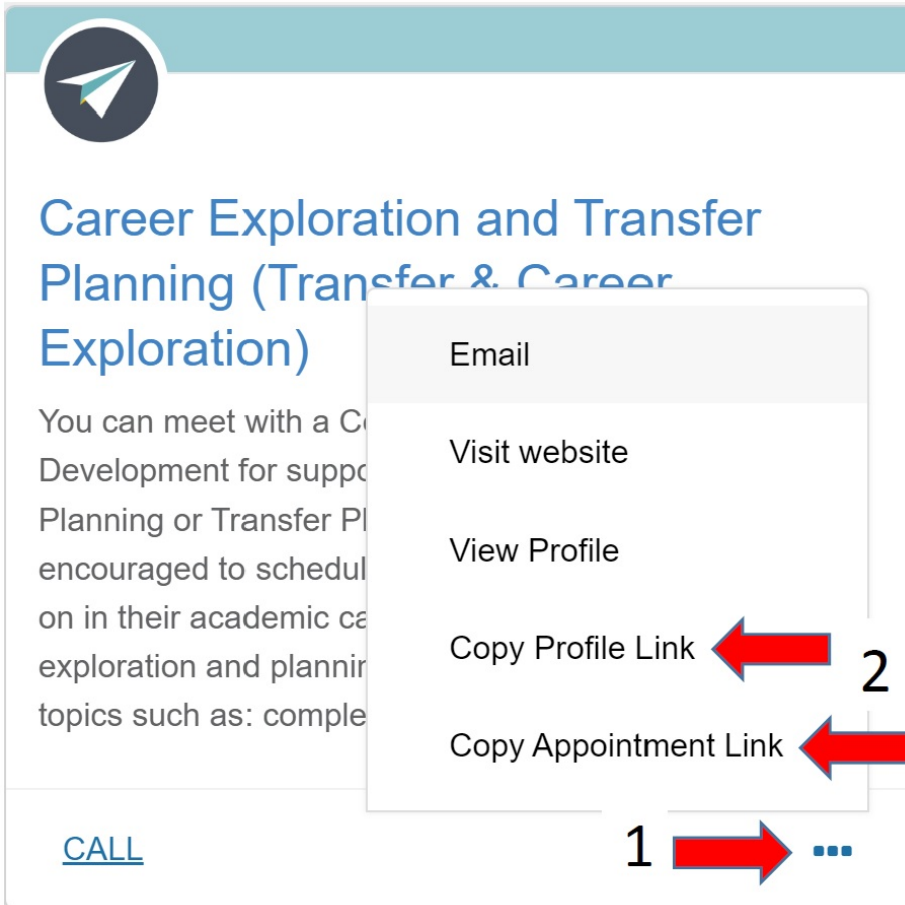
The screenshot shows the Starfish Institutional Profile page for Michelle Beatty. The 'Institutional Profile' tab is highlighted with a red box. The page displays a profile picture, contact information, and login details. Below the profile information, there is a 'Share Links' section with two links: 'Link to schedule an appointment with me' and 'Link to view my profile'. Each link has a 'Copy link to clipboard' button next to it, which is highlighted with a red arrow. The 'Link to schedule an appointment with me' link is: <https://sunybroome.starfishsolutions.com/starfish-ops/dl/instructor/serviceCatalog.html?bookmark=connection:1795706/schedule>. The 'Link to view my profile' link is: <https://sunybroome.starfishsolutions.com/starfish-ops/dl/instructor/serviceCatalog.html?bookmark=connection:1795706>.

Simply copy and insert or hyperlink to selected text in email communications, your email signature, etc. For example: “It’s time for educational planning and registration! Easily schedule your meeting with me by clicking here.”

If you prefer, you can use tinyurl.com or bitly.com to shorten the URL and share like this: “It’s time for educational planning and registration! Easily schedule your meeting with me by visiting: <https://bit.ly/3cipItL>.”

Service Profile and Appointment Links

Services Profile and Appointments can also be shared. From the navigation tool “hamburger,” choose “Services.” Scroll to your intended service and click on the three-dots to expand:



Copy and insert the Profile or Appointment link (if applicable) in email communications, your email signature, etc. For example: “Learn more about our services by clicking here! Ready to make an appointment? Easily schedule your meeting with our staff by clicking here.” If you prefer, you can use tinyurl.com or bitly.com to shorten the URL for display.

NOTE: Appointment links will NOT allow other administrative users to schedule a meeting on your Starfish calendar. It will only work for students with whom you have relationships.