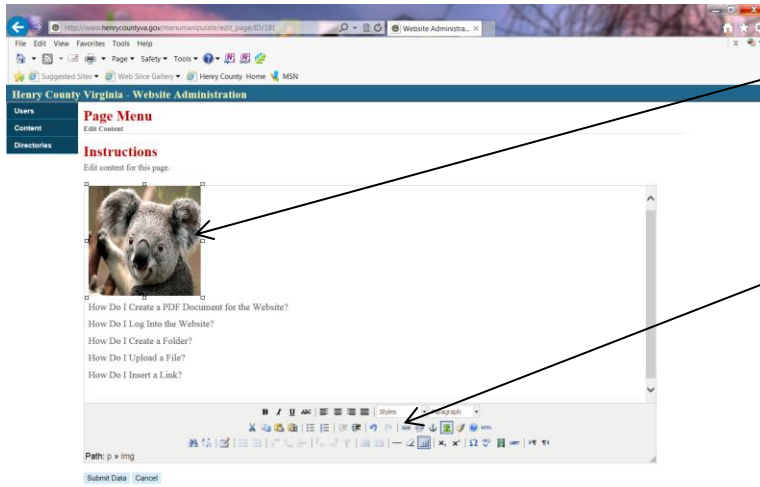
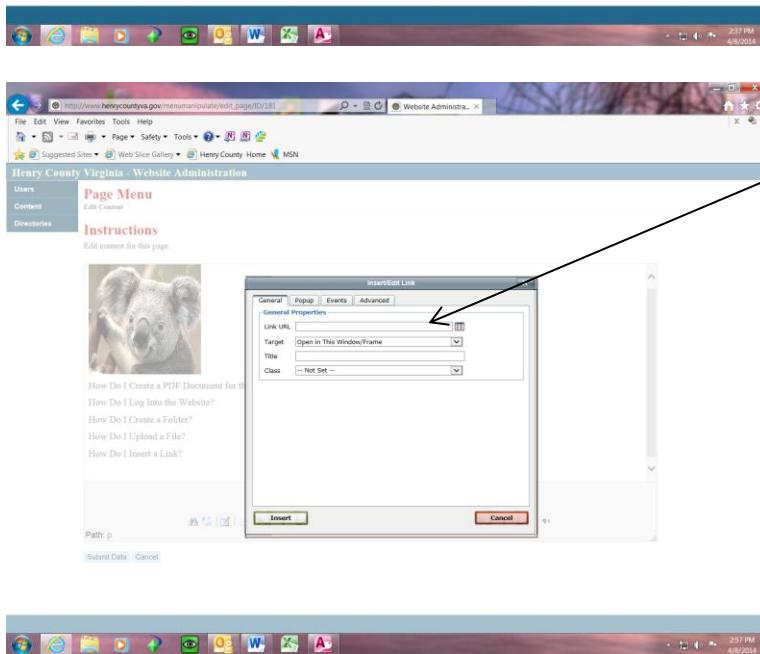


# How Do I Insert a Link

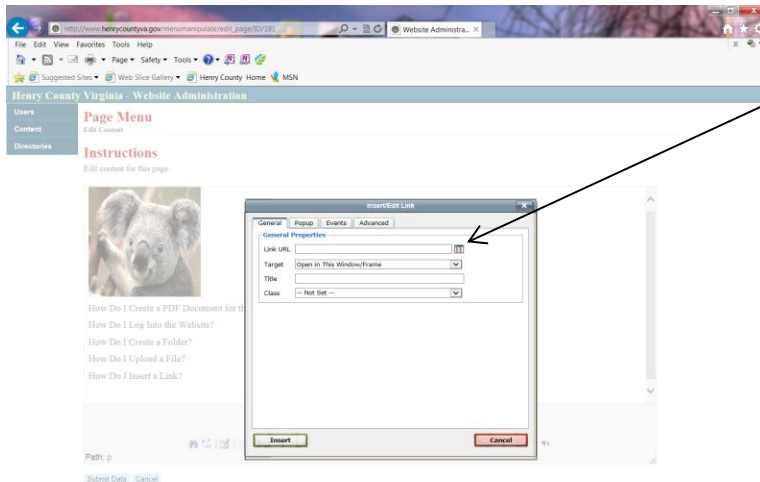


Click on the picture or highlight the working that you want to create a link to another page.

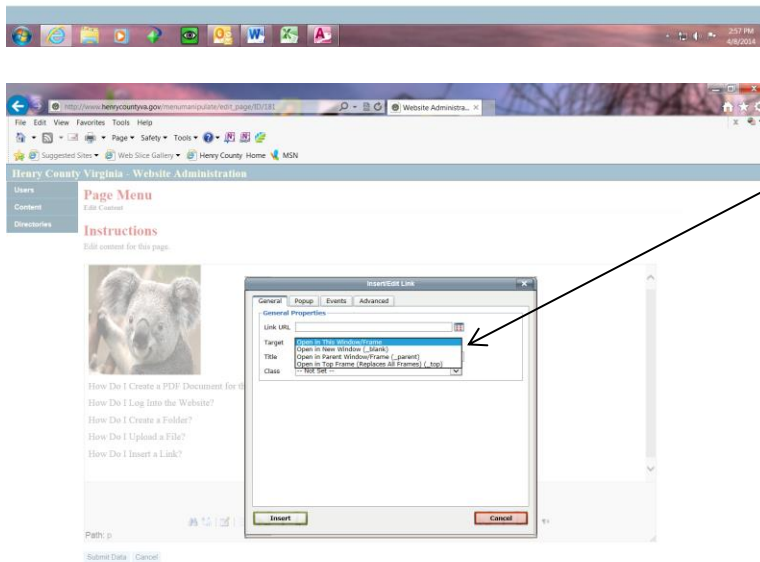
Click on the Insert/Edit Link button



Link URL – Here you would type in the URL for the website that you want the link to go

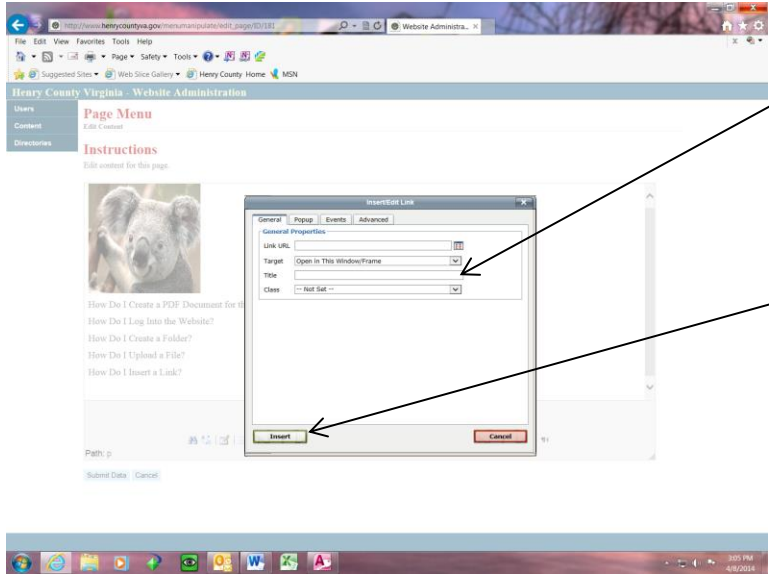


Link URL – If you need to upload files to link to (word or pdf format) click on the browse button



Target – Click on the down arrow. If you are going outside of the website, choose open in a new window. If you are staying inside the website choose open in this window





Title – You will need to put in a complete description here because of the accommodations for the visually impaired using the text recognition.

Click on Insert