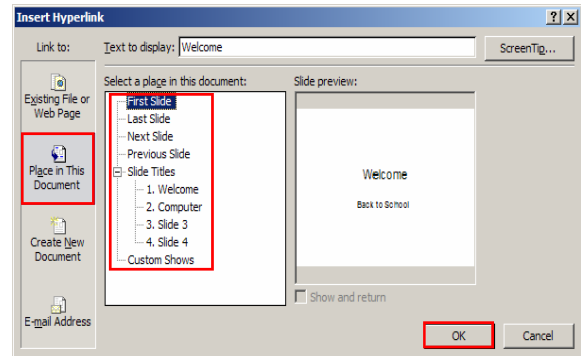
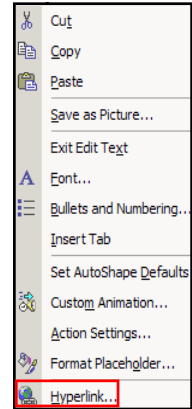


Hyperlink

Link to a slide in the presentation

You can use a word, group of words, or a graphic to link to another slide in your presentation.

1. Highlight the text or select the graphic you want to use as the button for the link.
2. Right click on the object and click on **Hyperlink**. This will bring up the *Insert Hyperlink* window.
3. You need to click **Place in This Document** on the left side of the window.
4. This will bring up a list of slides in the middle section of the window. Click on the slide you would like to link to. You will have a preview of the destination slide in the right-hand section of the window.
5. Click **OK**.
6. When viewing the PowerPoint presentation, when this link is clicked, the show will go to the linked slide.



Link to a web page

You can use a word, group of words, or a graphic to link to a web page.

1. Highlight the text or select the graphic you want to use as the button for the link.
2. Right click on the object and click on **Hyperlink**. This will bring up the *Insert Hyperlink* window.
3. You need to click **Existing File or Web Page** on the left side of the window.
4. Click in the Address box and type in or paste the address of the web page.
5. Click **OK**.
6. When viewing the PowerPoint presentation, a Web browser will open and show the Web page when the link is clicked.

