

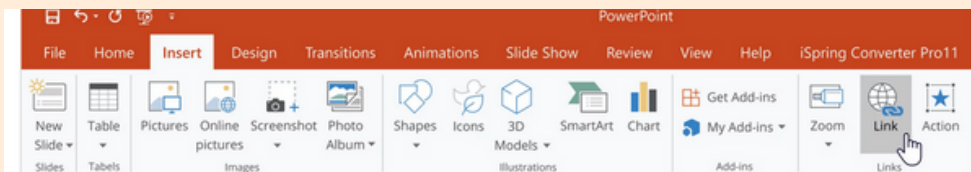
# PowerPoint hyperlinks



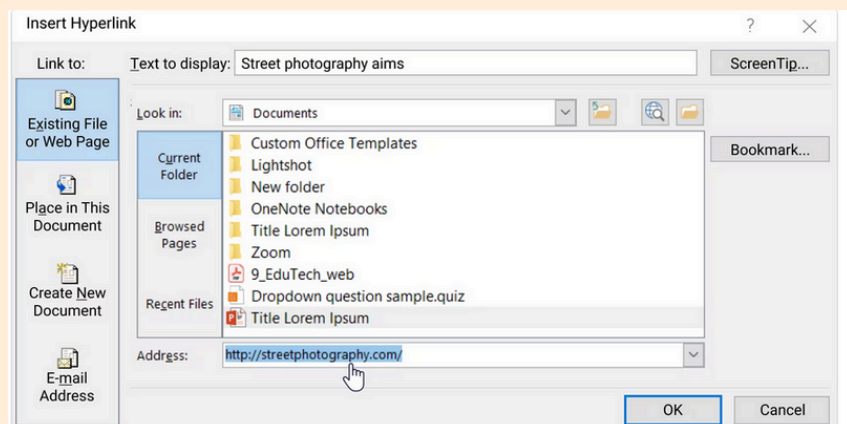
A **hyperlink** is a clickable reference in a digital document that directs users to another location, either within the same document or to an external page. It is typically displayed as underlined text or a button and is used to navigate between web pages, files, or resources on the internet.

## Method 1: Links

1. Select the desired object on the slide. Go to the Insert tab and click the Link button as demonstrated in the picture below.



2. Click Existing File or Web Page under Link to – this will help with where to link the information
3. In the address field, type in the address of the web page which is going to be added, then click OK. (see picture to the side)
4. In the 'text to display' box write the relevant text where the link will be.
5. Click 



## Method 2: Links with images

1. To insert an image link in PowerPoint, first insert the image onto the slide by going to the "Insert" tab, clicking "Pictures," and selecting the image file. Once the image is placed on the slide, right-click on it and choose the "Link" or "Hyperlink" option.
2. In the "Insert Hyperlink" dialog box that appears, paste or type the URL you want to link to in the "Address" field at the bottom. After adding the link, click "OK" to close the dialog box. (See image to the side)
3. To test the link, switch to Slide Show mode and click on the image; it should open the linked webpage or resource. This helps to simply create clickable images that can be used during a powerpoint presentation.

