

LCLM4002 Digital Skills

Rokeya Bushra Chowdhury

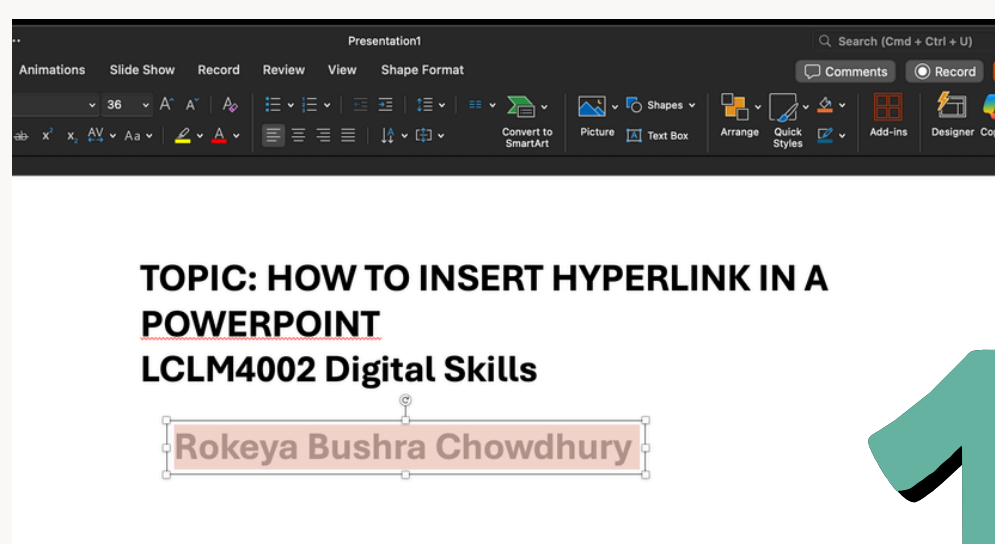
Lecturer:

TOPIC: HOW TO INSERT HYPERLINK IN A POWERPOINT

Introduction

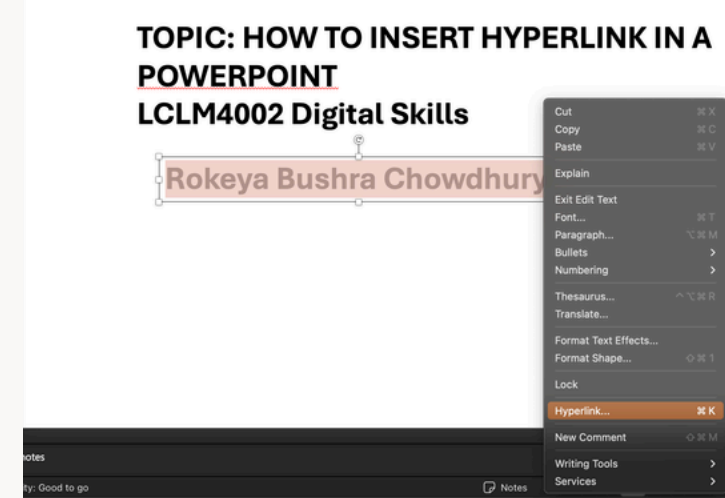
A hyperlink in Microsoft PowerPoint is a clickable link that helps you move between slides or open websites, making presentations more interactive.

SELECT TEXT/OBJECT



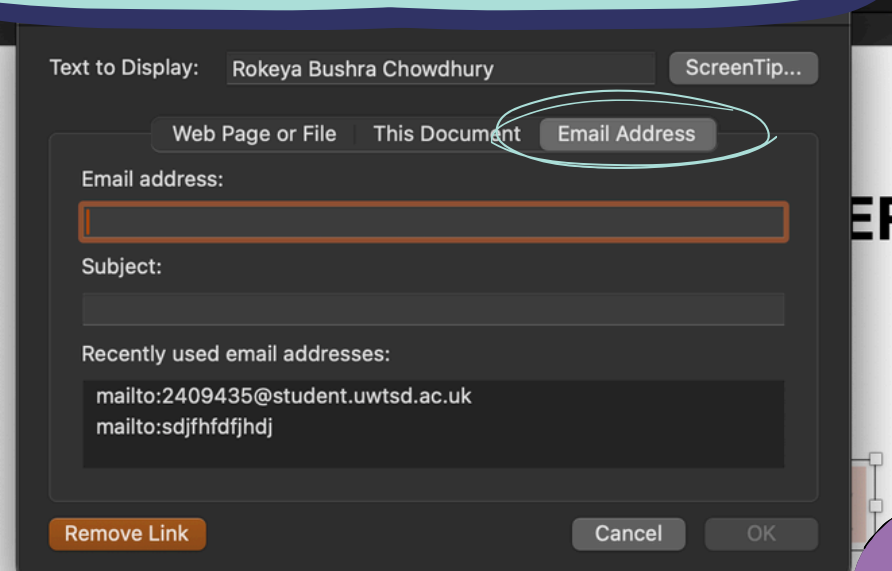
1

RIGHT-CLICK → HYPERLINK



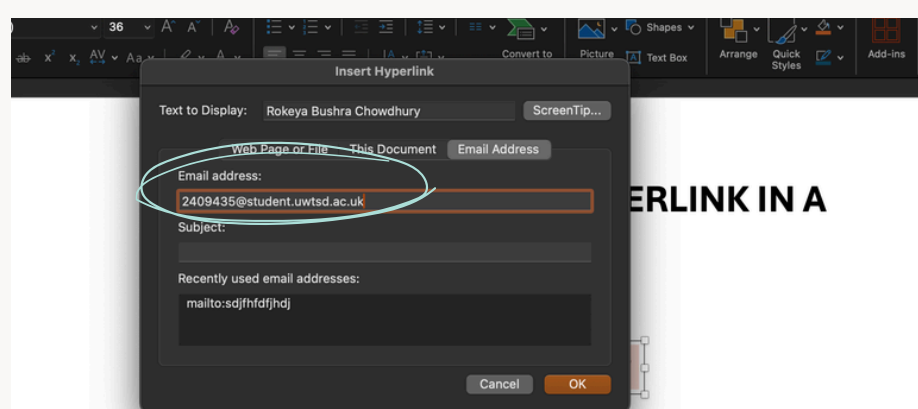
2

CLICK "EMAIL ADDRESS"



3

ENTER EMAIL



4

CLICK "OK"

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COMMON USE

- Interactive menu slide
- Educational presentations
- Business reports
- Portfolio presentations

CONCLUSION

Hyperlinks make PowerPoint presentations smarter and more interactive. They help you move quickly between slides and connect to outside information without leaving your presentation flow