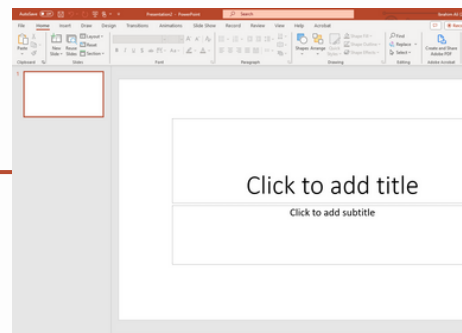


HOW TO INSERT HYPERLINKS INTO A POWERPOINT PRESENTATION

To insert a hyperlink into a PowerPoint presentation, you can do the following:

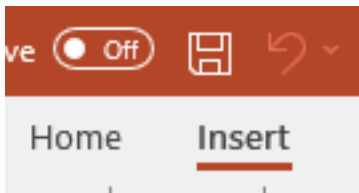
First create an empty presentation and add a text that you want to hyperlink.

1



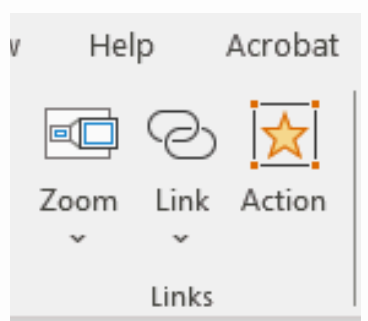
2

Select the text and click on (Insert) on the top left side of the page next to the (Home) tap.



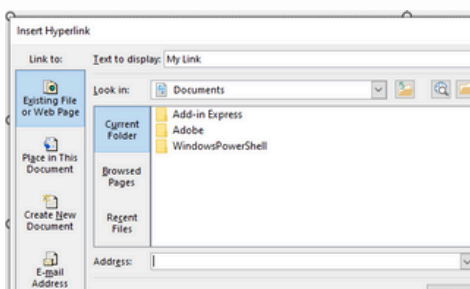
When you are in the insert tap look for the links sections on the top middle of the page and click on (Link). And Select (Insert a link)

3



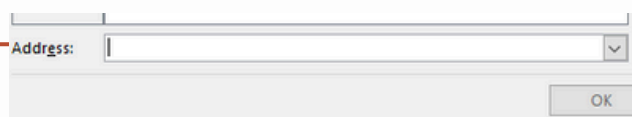
4

You will notice the Insert Hyperlink tab popped up, on this page you can view and change the text you selected to display as Hyperlink.



On the hyperlink insert tab type in the web address you want to link , and press OK.

5



6

Now when you click the hyperlink on the slide, it will open that address on your browser.

