

How To Add Links in PowerPoint

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Microsoft PowerPoint was created on the 20th of April 1987 by Robert Gaskins, Tom Rudkin and Dennis Austin with the initial idea of giving a chance for people to present things for business. It was then purchased 3 months after release by Microsoft at the huge sum of \$14 million, this is one of many things that helped their rise to fame that has led to their company to being worth a total of \$302.7 billion.

Many people now face the problem of not being able to insert links into their presentation. There are many steps in order to do this correctly. The information you will read is going to show you exactly what you need to do to do this in the most simple and easiest way.

In conclusion, the easiest way to help you to do this would be to use the steps to add links. If you still have trouble you can use this video.

<https://www.youtube.com/watch?v=kqfaFzlz2kA>

1. you have to find the link to the website that your trying to link, for example google would be www.google.com
2. you then have to select the entire text of the link and left click and some options will pop up. You have to click the one that says link
3. once you press link, 4 options will come up and you will have to click existing file or web page
4. then you have to look at the bottom where it says address and write the link again and then press ok and your done

