

Adding Hyperlinks *in Powerpoint*



STEP 1: LAUNCH YOUR SLIDE

OPEN YOUR POWERPOINT PRESENTATION AND NAVIGATE TO THE SLIDE WHERE YOU WANT TO ADD A HYPERLINK.

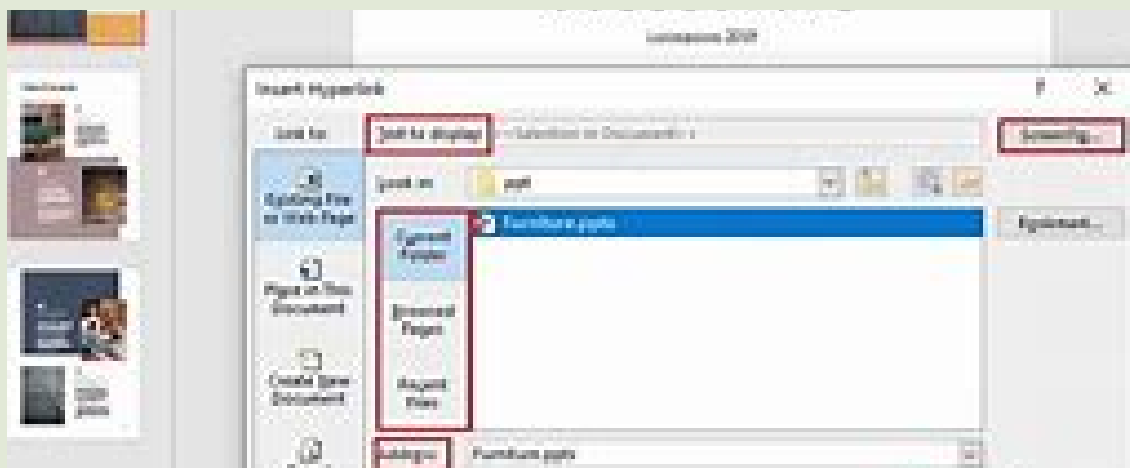


Step 2: Choose Your Link Target

Click on the text, image, or object that you'd like to turn into a hyperlink

Step 3: Go to the Insert Menu

Head over to the "Insert" tab and select "Link" to begin adding your hyperlink.



Step 4: Select Your Link Type

You can choose from:

Website – Add a URL like

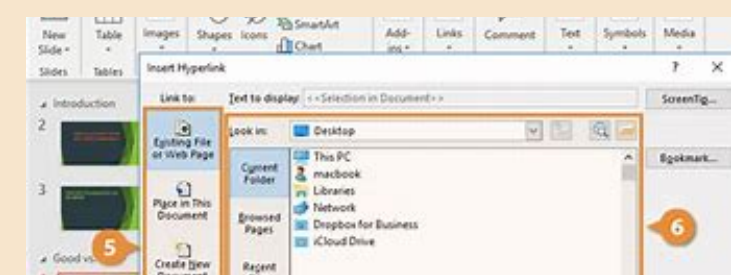
<https://yoursite.com>

Slide within the presentation

– Pick “Place in This

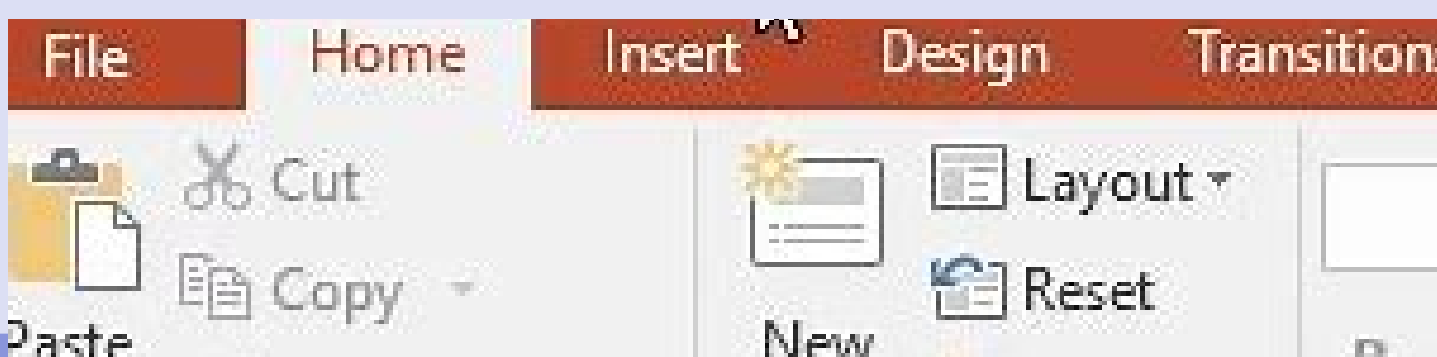
Document”

File or Email – Link to a file or insert an email address



STEP 5: TEST YOUR LINK

SWITCH TO SLIDE SHOW MODE AND CLICK YOUR LINK TO MAKE SURE IT WORKS AS INTENDED.



REFERENCE:

SLIDEMODEL, 2023. HOW TO INSERT HYPERLINK IN POWERPOINT. [ONLINE] SLIDEMODEL. AVAILABLE AT: [HTTPS://SLIDEMODEL.COM/HOW-TO-INSERT-HYPERLINK-IN-POWERPOINT/](https://slidemodel.com/how-to-insert-hyperlink-in-powerpoint/) [ACCESSED 6 APR. 2025].