

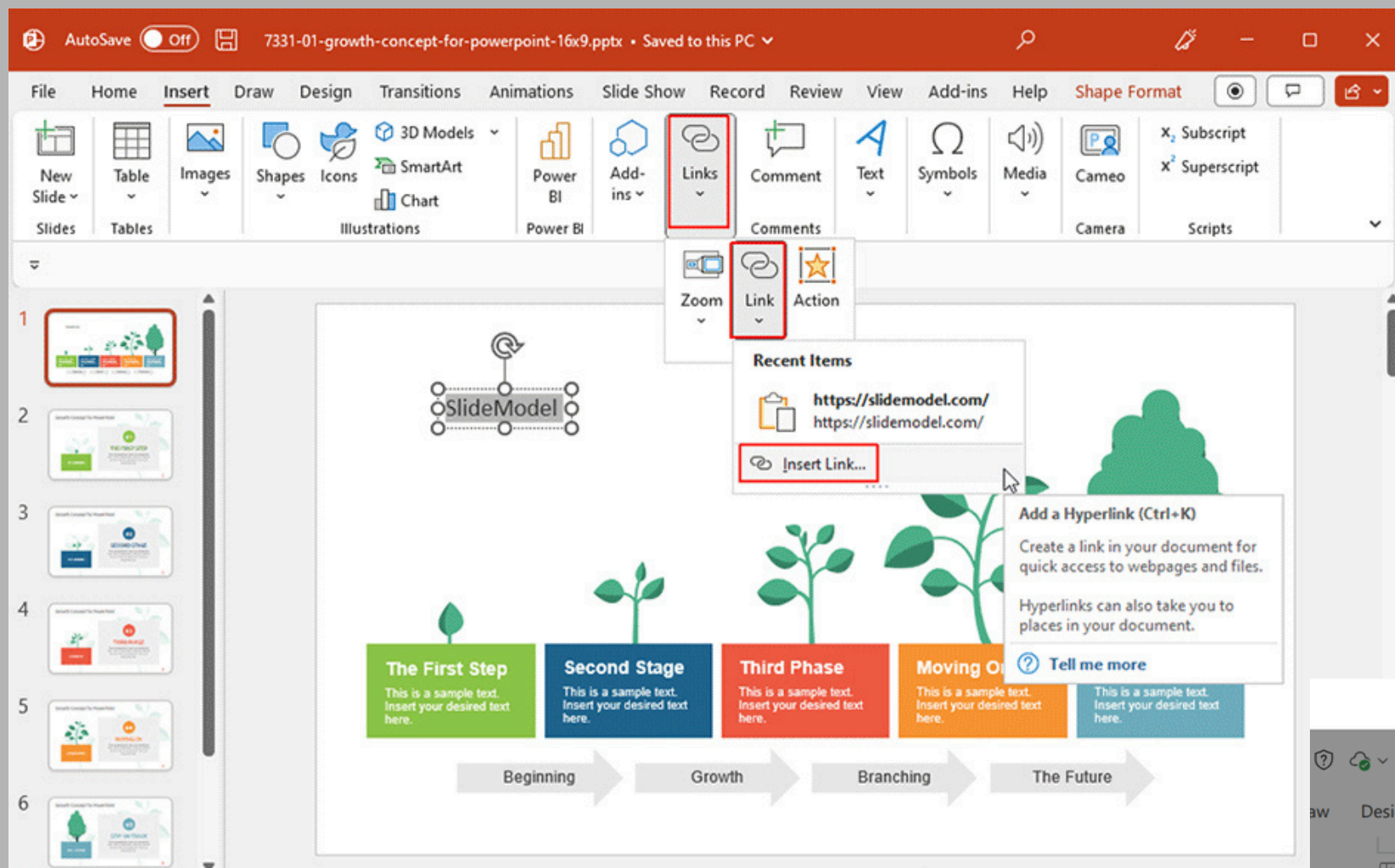
6 Tips to help you learn how to insert a hyperlink to Powerpoint.

1 The Content

Click/ Highlight the text that you would like to link.

2

Find the 'Insert' tab in the ribbon.



3

Click 'Link' or 'Insert Links'

4

Choose your hyperlink destination.

Existing File or Web Page ~

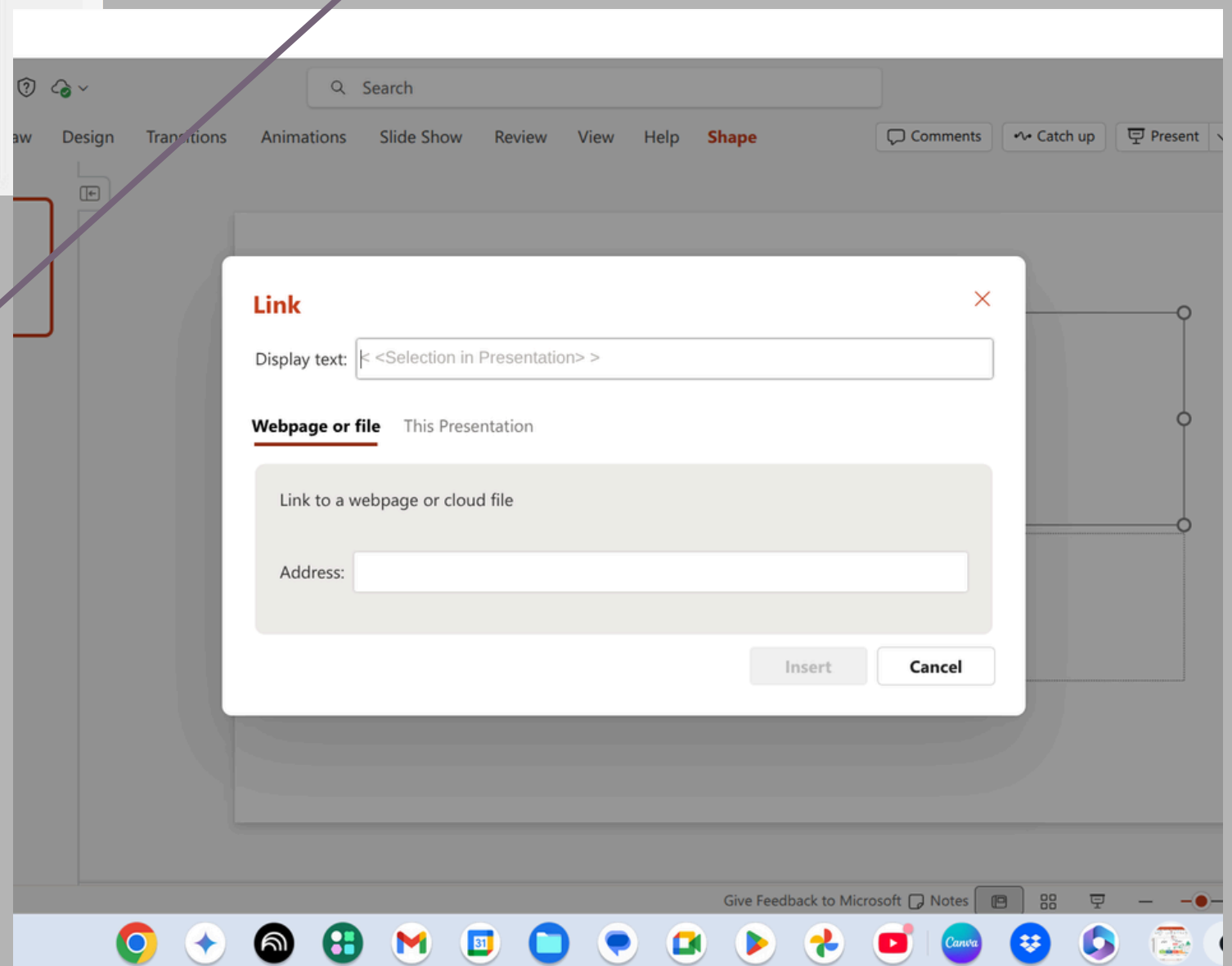
Type in a web address or file path in the 'Address' box

'This Presentation' ~ Choose a specific slide from the list of your presentations slides.

Create new document ~

Create a link to a new document.

Email address ~ Create a link that opens a new email.



6

Select 'OK' to apply to the hyperlink.

5

Change the display.