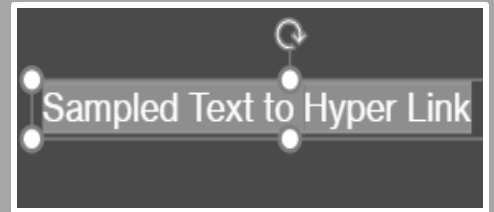


How to insert Hyperlink to PowerPoint

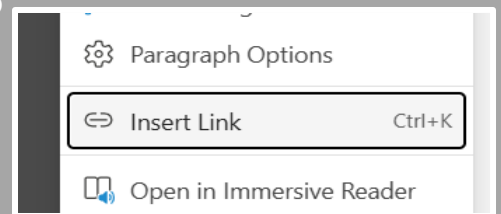
1

To begin firstly high light selected text that you would like to Hyper link, you can do this by simply clicking and highlighting selected text with left click, which should look like this in the image shown in (Step 1)



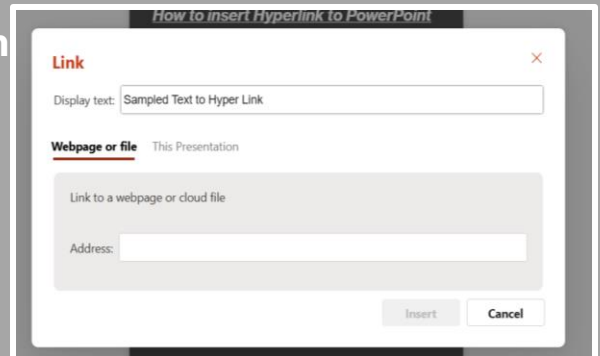
2

Once following the previous step begin to proceed with selecting within the list of options INSERT LINK, for more clearer instructions view the image in (Step 2) for a more detailed visualization of guidance



3

When all previous steps have been followed including both step 1 and 2, you should be shown this Link Address prompt image provided with in (Step 3) , at this stage you should either copy paste the link address into the box or type it manually then press INSERT



Brief summary of Guidance towards Hyper Link

The overall importance and necessary function of a Hyper link which is often referred to as just Link would be that it enables the creator the ability to provide viewers to jump to a different location for source of further detail of said matter. In more depth it allows the creator to make the power point more engaging with viewers by giving the opportunity to interact with the link which takes viewers to another destination for either a visual video clip via popular sites like Youtube or documentations like PDF, word files or excel sheets, email address's or websites.

The overall process of Hyper Link provides a clean and fast service that the viewer can interact with to jump to another destination with ease