

Hyperlinking on Edublog

a link from a hypertext file or document to another location or file, typically activated by clicking on a highlighted word or image on the screen.



Step 1: Copy and Paste

- copy the URL of the link that you would like to add to your Edublog post.

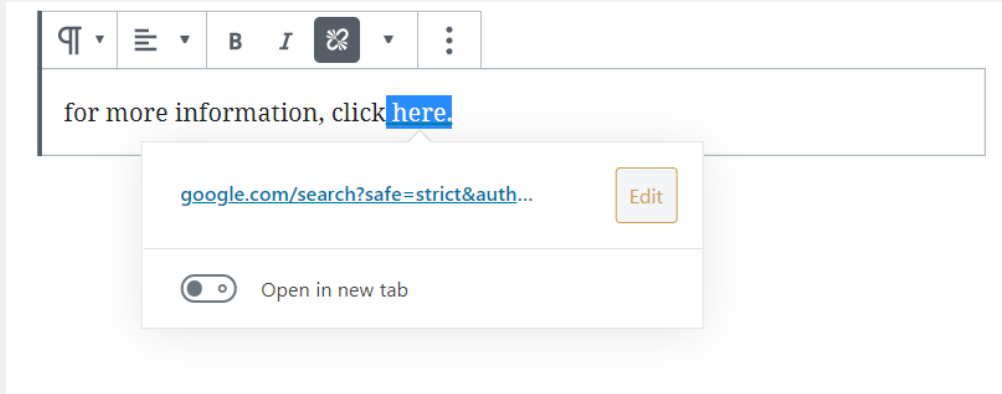
To copy the link, right click with using your mouse, click **copy**, or **ctrl-C** using your keyboard





Step 2: Highlight Text

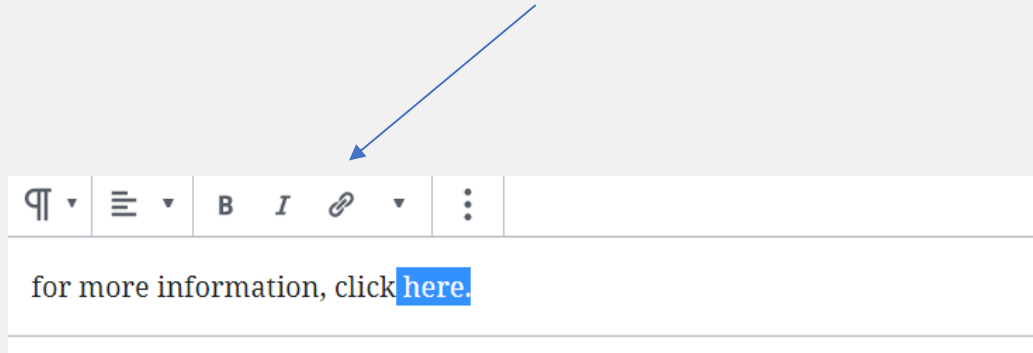
Your next step is to highlight the text that you would like to link the website or file to.



Step 3: Paste Link

Once you have highlighted the text and copied the link of the website, you can directly paste it to the highlighted text.

Paste: right-click with mouse, select **paste**. **Ctrl-V** using the keyboard.

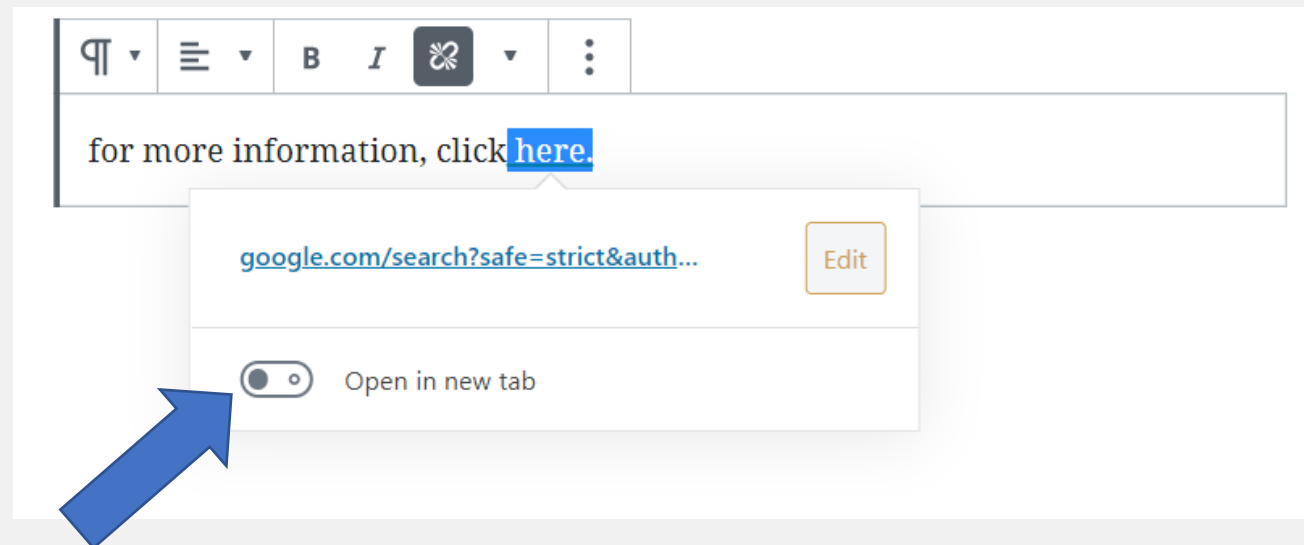


Method 2: Paste Link

Another method to link a website is to use the **Insert/Edit Link** button. It should be on top of the inserted box.

Step 4: Link Options

In order to open the link in a new tab, you will need to change the link options. By turning on "**Open in new tab**", you will be directed to a new tab when clicking on the link.



Removing Link

In order to remove the link, click on the highlighted text, and select the **Remove Link** icon.

