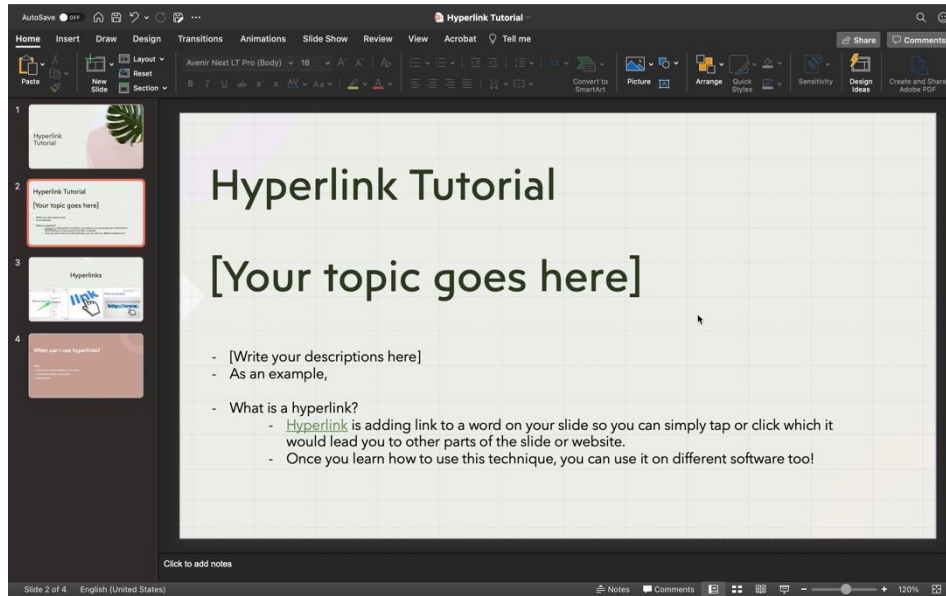


# PowerPoint Hyperlink Tutorial

## How to use and add hyperlink to your PowerPoint

### Examples of using hyperlink

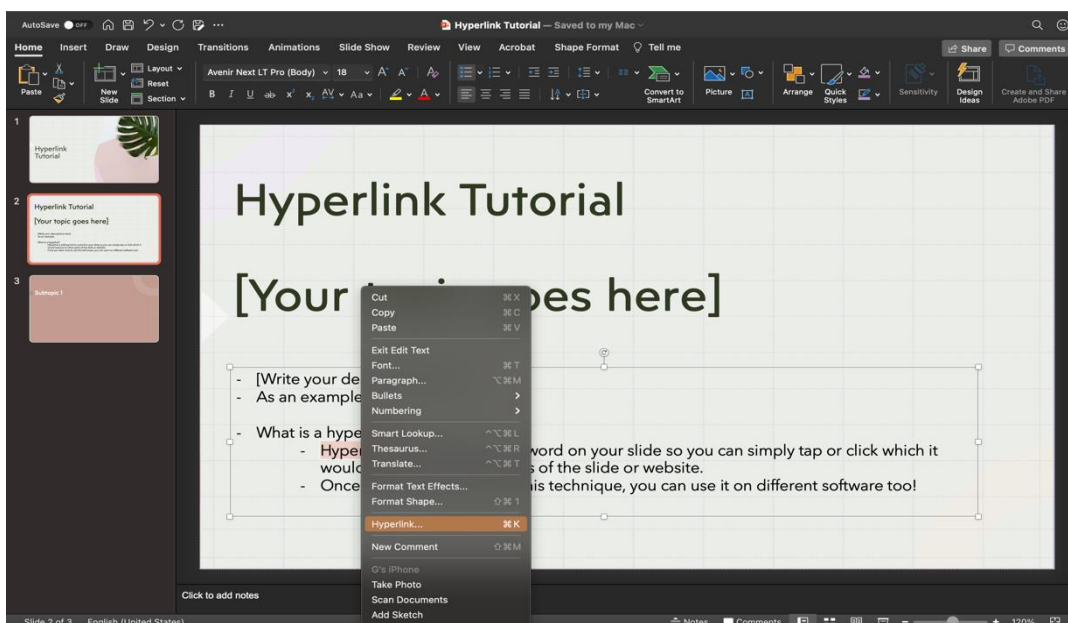
Double click to play!



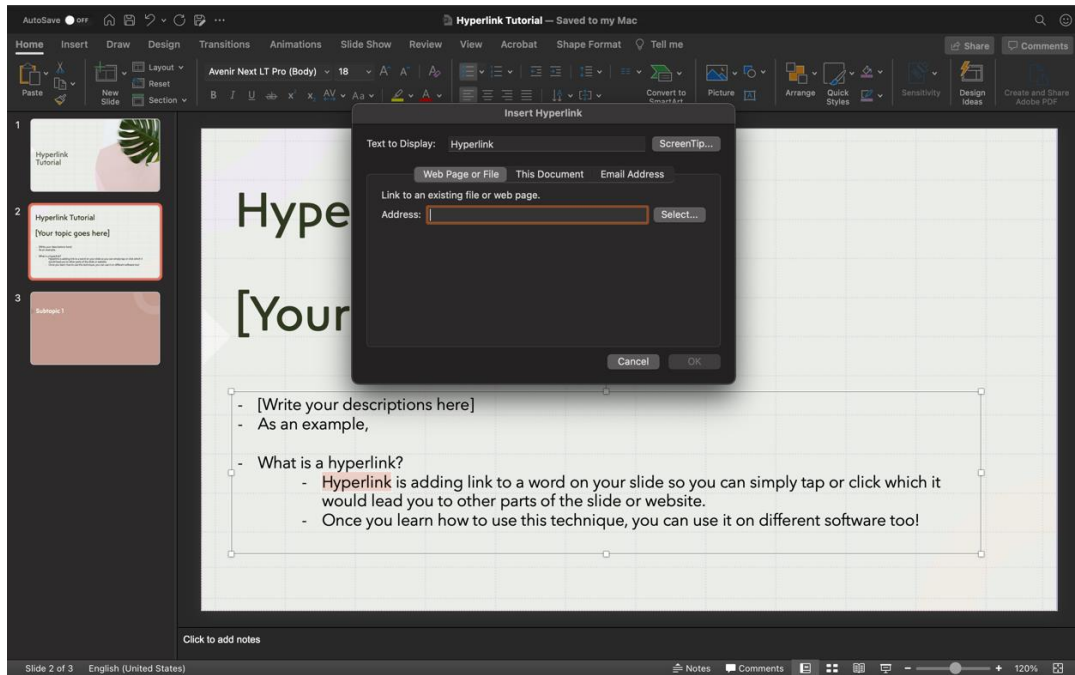
As you can see above on the video, I used hyperlink on my description slide (second slide) to navigate my readers to the explanation slide (fourth slide) in one click.

### Now it's your turn! Here's a tutorial.

1. Select the word you want to add link to, then right click to bring out the options! (You may have to left click depending on your computer settings)



2. Click Hyperlink
3. Then this box would pop up!

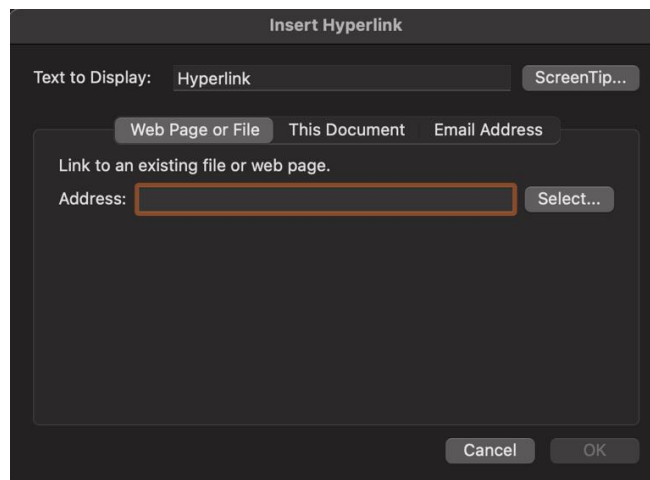


4. Select which Hyperlink to use at the top of the box!
  - Web page or file
  - This document
  - Email address

Read the descriptions below to find out the steps you need in each situation!

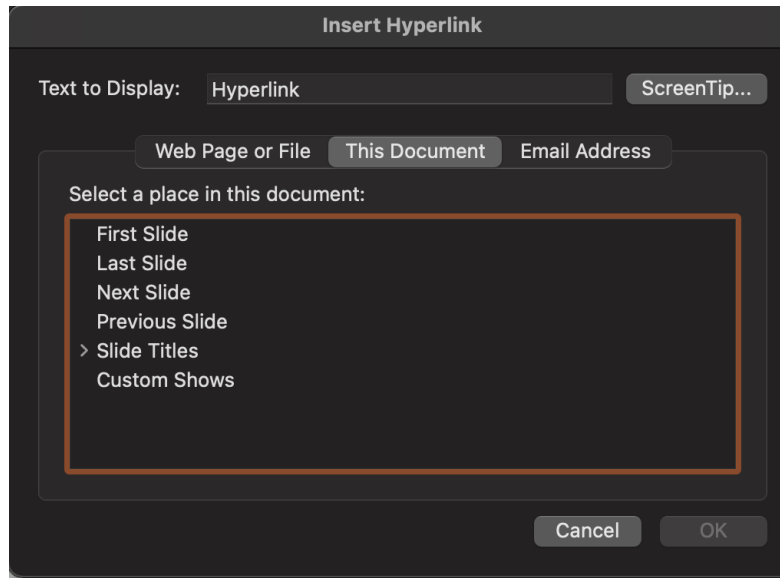
## Web Page or File

If you're using hyperlink for web page or file, you simply copy ( Ctrl + Shift + C ) OR ( Command + C ) the URL of the website you want to use and paste into the highlighted box ( Ctrl + Shift + V ) OR ( Command + V )



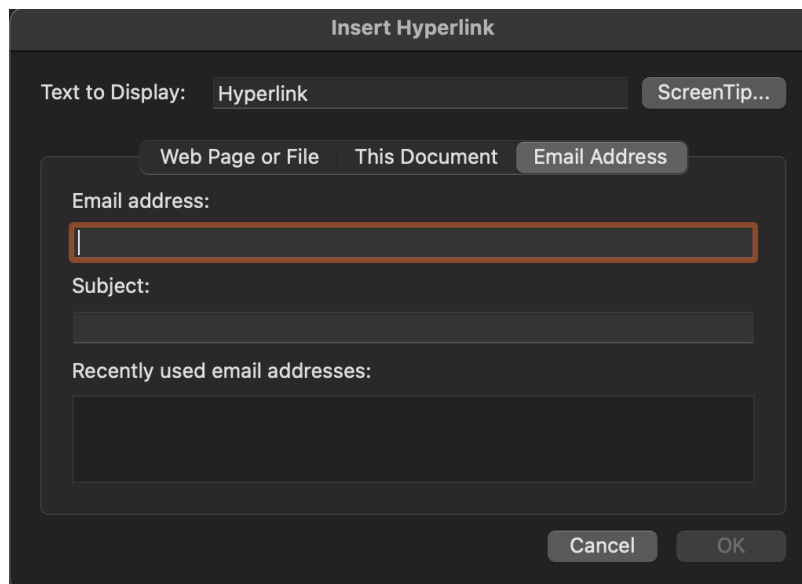
## This Document

If you're using hyperlink for directing to different slides on the same document, you select from the list given. If the slide you're looking for is not on here, you can also click slide titles to select the slide you're looking for with their title name.



## Email Address

If you're using hyperlink for adding email address, you can type or copy and paste the email address below in highlighted box. Then add your subject.



5. You're done! Good luck 😊