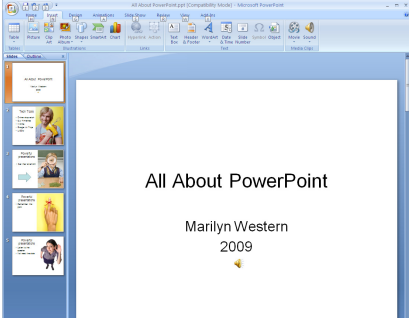
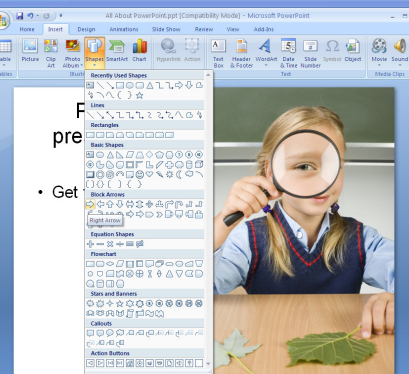
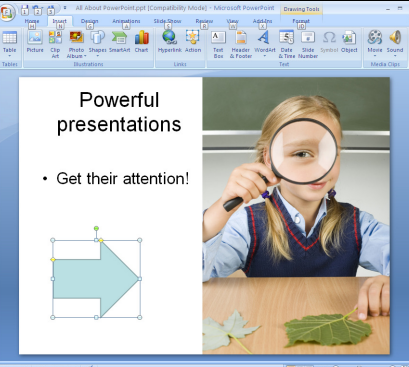
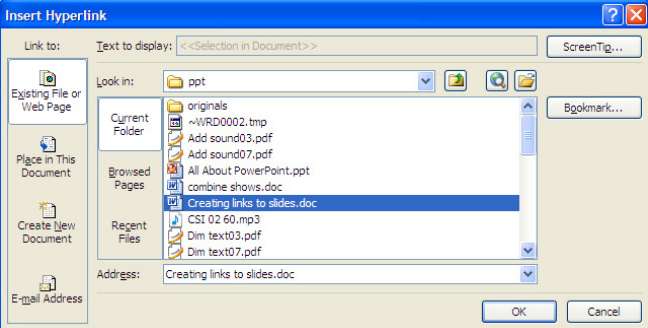
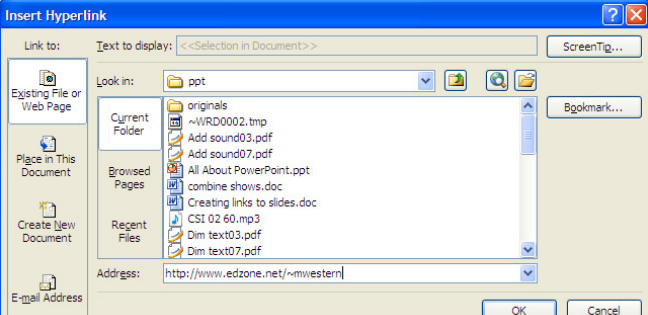
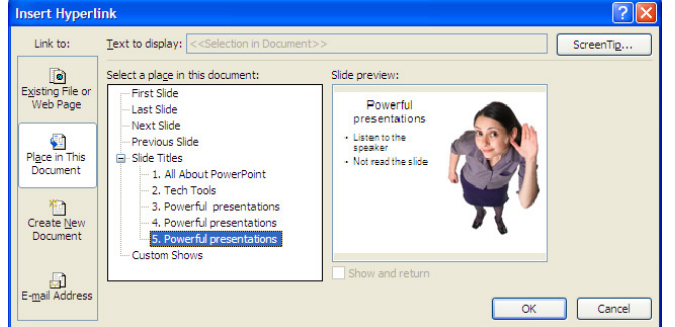


# Linking to Documents or Web Sites in 2007

	<p>Open your PowerPoint slideshow.</p>	
	<p>On a slide, draw a shape: Go to the <b>Insert</b> ribbon. Click on <b>Shapes</b>. Choose a shape, then <b>click &amp; drag</b> to draw on the slide. You could also <b>Insert</b> a <b>Clipart</b> to use. You could also select some text to use.</p>	
	<p>Click once on the shape to select it. Click on the <b>Insert</b> ribbon. Click on the <b>Hyperlink</b> icon.</p>	
<p>Link to a file</p>	<p>To link to a file, choose the <b>Existing File or Web Page</b> button.</p> <p>Navigate to the file and click once on it. Click <b>OK</b>.</p> <p><i>Note: the file should be in the same folder as your slide show</i></p>	
<p>Link to web site</p>	<p>To link to a web page, choose the <b>Existing File or Web Page</b> button.</p> <p><b>Copy</b> and <b>paste</b> a web address in the <b>Address</b> bar. Click <b>OK</b>.</p>	

<p>Link to another</p>	<p>To link to another slide in this slide show, choose the <b>Place in This Document</b> button.          Choose the slide – a preview will appear.          Click <b>OK</b>.</p>	
	<p><b>Hyperlinks only work in Slide Show view.</b>          Click on <b>Slide Show</b>          Click on <b>View Show</b>          Test your link by clicking on the shape.  <b>SAVE!</b></p>	<p>Powerful presentations</p> <ul style="list-style-type: none"> <li>• Get their attention!</li> </ul> 