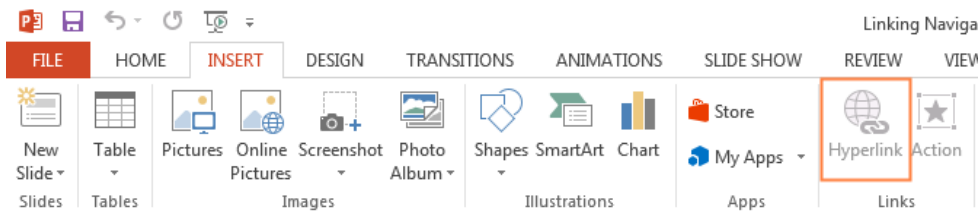


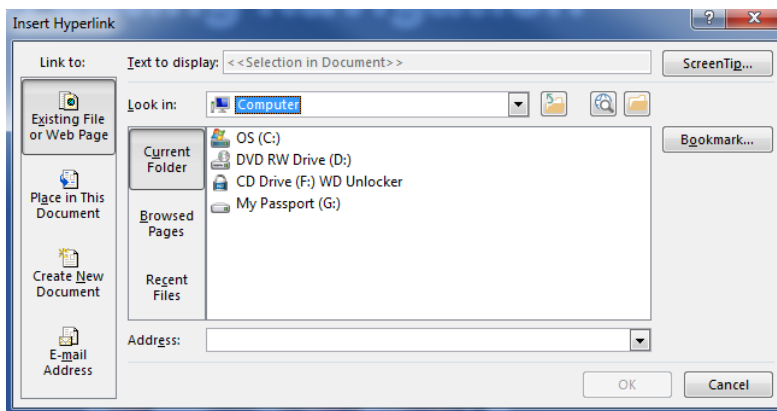
# Creating Navigation and Links

## Step-by-Step Guide

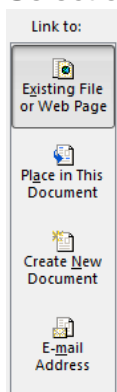
1. Select on the image, shape, SmartArt or text that you want to link.
2. Click on insert.
3. Select Hyperlink.



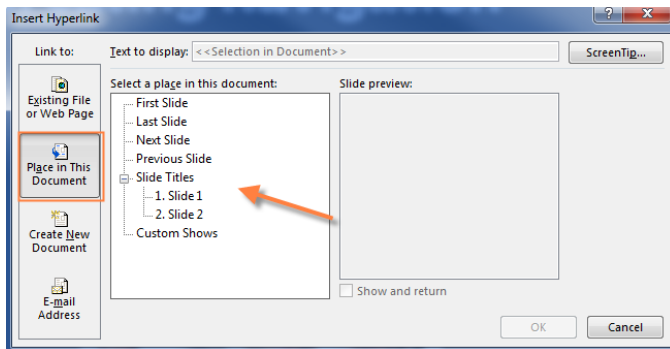
4. This dialogue box opens.



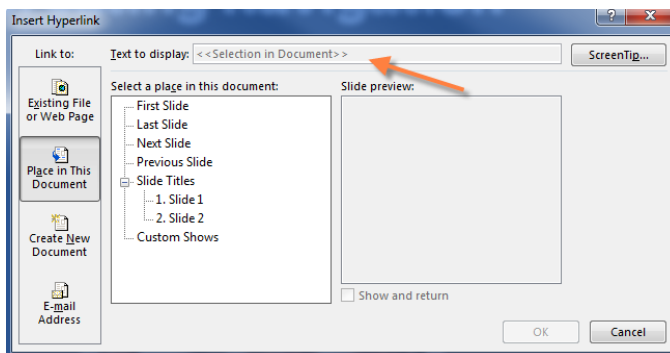
5. Selection the location of what you want to link from the left hand buttons.



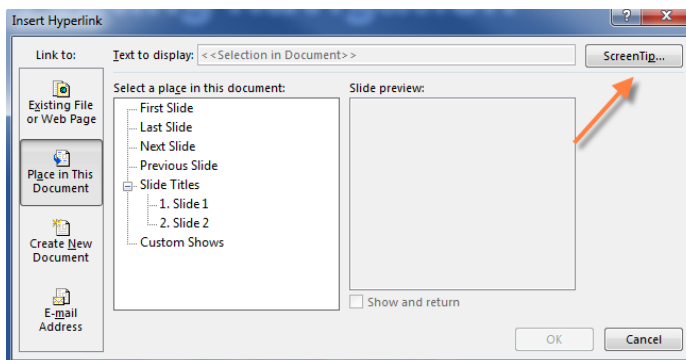
6. Select where you want to link the item to.



7. If you are linking text, type the friendly text here.



8. If you would like to have a screen tip, click here and enter the text.



9. Click ok and your object or text is now linked.