



# Creating a Hyperlink from an Image or Text in Microsoft Word or PowerPoint

Before creating a hyperlink from images or text, download the video segments and save them to a desired folder.

To create a Hyperlink from an image or text, follow these steps:

## For PC:

1. Select the image or text on the page that you wish to use for the link.
2. Go to **Insert** and click **Hyperlink**.
3. Click **Browse for File**.
4. Navigate to where you saved the downloaded video segment.
5. Double click the video.
6. Click **OK** when finished to close your hyperlink window.
7. Be sure to save your project in the same folder as your video file(s).