

Directions to create a URL link

1. Open a new word processing document.
2. Type topic name (e.g. Native Americans)
3. Highlight topic name (these two words)
4. Click on the button bar selection tool and go to the Internet button bar. (You can move the buttons by holding the option and apple keys and clicking and dragging a button.)
5. Press the button that creates a URL link.



6. Type the URL address in the box to create a link.

