

LINK TO A PAGE

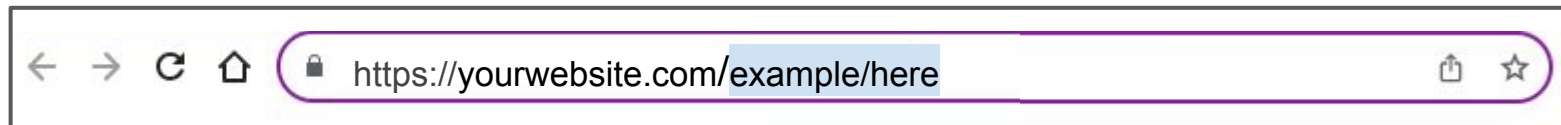


1 If you want to create a link to a page within your website, follow these easy steps:

First, you'll need to locate the web address (URL) of the page you want to link to. You can do this by going to the live version of the actual page on your website.

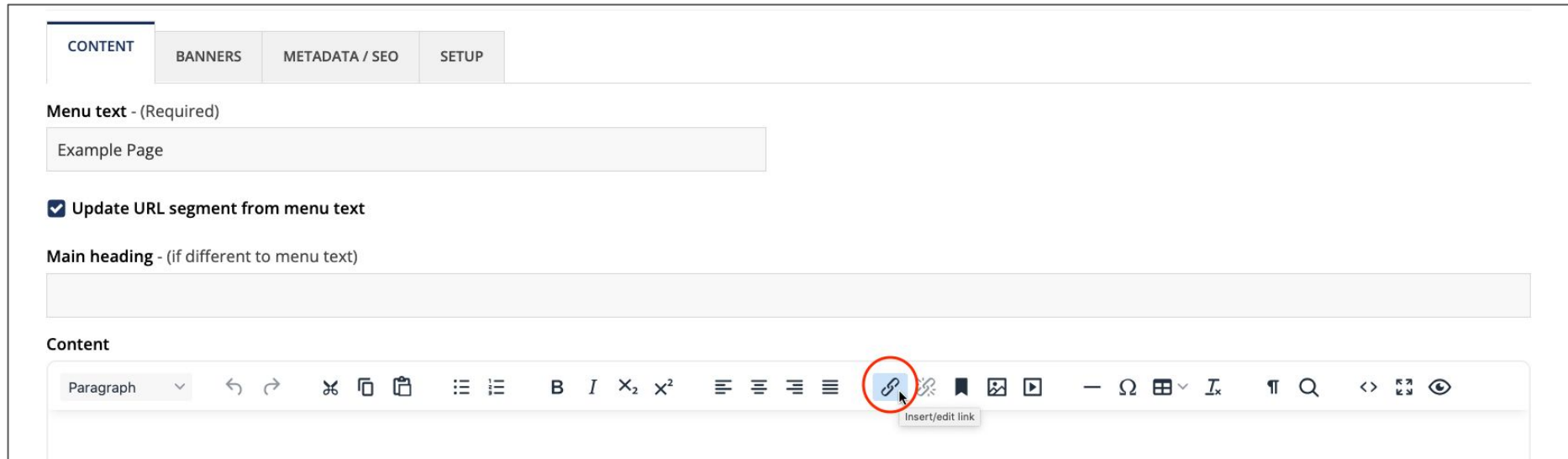
Look at the address in the web browser's search bar and select the part that comes after **www.yourwebsite.com/** — This is your page's unique URL.

For example, if your page's address is: **www.yourwebsite.com/example/here** you should select and copy **example/here**



2 Now, return to your websites admin panel. Go to the page where you want to add the link or button.

Locate the link tool, usually represented by an icon resembling a chain link. You should find it in the toolbar of your editing area. Here's what the link tool icon looks like below:



Once you spot the link tool, click on it to open a pop-up window with several options.

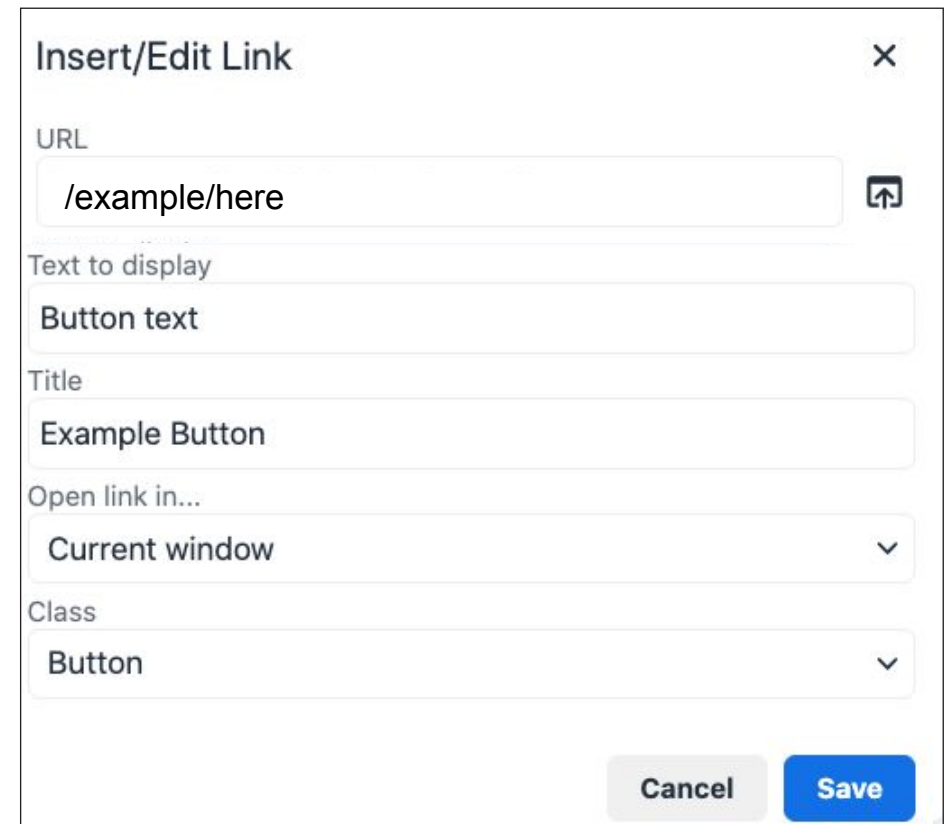


- 3 In the pop-up window, find the URL field at the top and paste the URL you copied earlier.

Now, complete the remaining options for your button or link:

- **Text to Display:** enter the text you want to appear on your button or as the clickable link text. This is what people will see and click on. If it's a button, this text will be displayed on the button.
- **Title (Optional):** This for your reference and doesn't appear anywhere on your website. It can be useful for keeping track of your links.
- **Open Link in:** Choose how the link opens in the drop-down menu, you can specify whether the link should open in a new tab or the same window or tab. Choose the option that suits your needs.
- **Class:** If you want to style your link differently, you can use the Class drop down menu. It allows you to define how your link will display. For example, you can make it look like a button.

Once you're satisfied with your choices, click the 'Save' button within the pop-up window.



Insert/Edit Link

URL
/example/here

Text to display
Button text

Title
Example Button

Open link in...
Current window

Class
Button

Cancel Save



- 4 To apply the changes to your page, don't forget to click the 'Save Page' button located at the bottom of the page.

The screenshot displays the 'Content' editor interface. At the top, there is a toolbar with various icons for editing text and content. Below the toolbar is a large text area containing a dark blue button labeled 'Example'. The text area is identified as 'h3' and includes a 'tiny' logo in the bottom right corner. Below the text area is the 'Page Sections' section, which features a '+ Add Section' button. At the bottom of the interface, there is a row of controls: an 'Active' toggle switch (currently turned on), a 'Save Page' button, a 'Save Page and create another' button, and a 'Cancel' button. A red rectangular box highlights the 'Active' toggle and the 'Save Page' button.



5 That's all there is to it! You've successfully created a link to a page within your website.

This is what a typical button will look like on your live website.



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