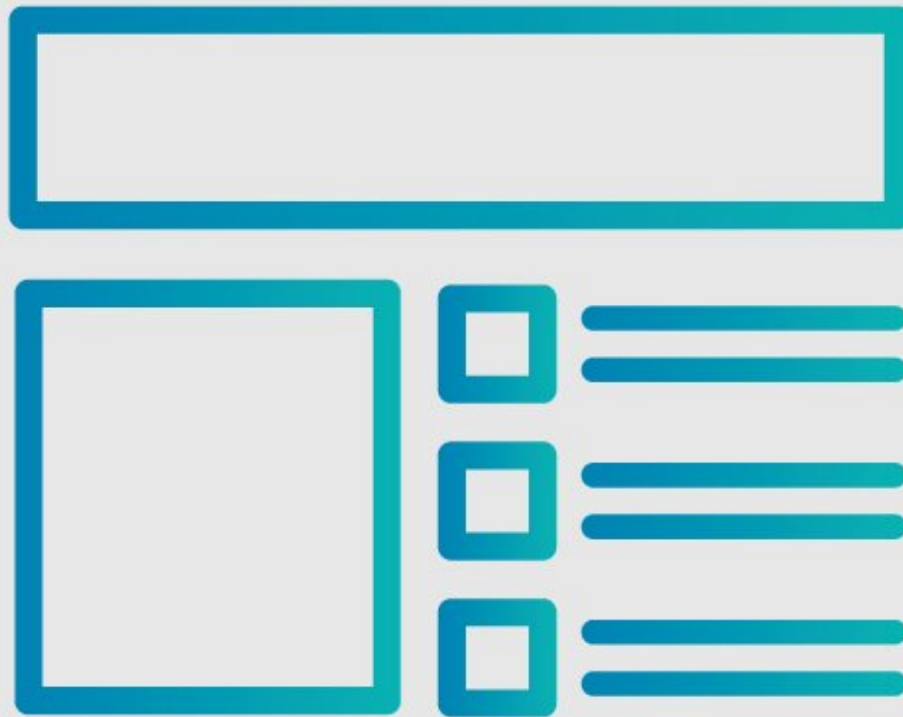




How to Create a Link to a Guide Step

This guide demonstrates how to create a link to a guide step.

Written By: Dozuki System



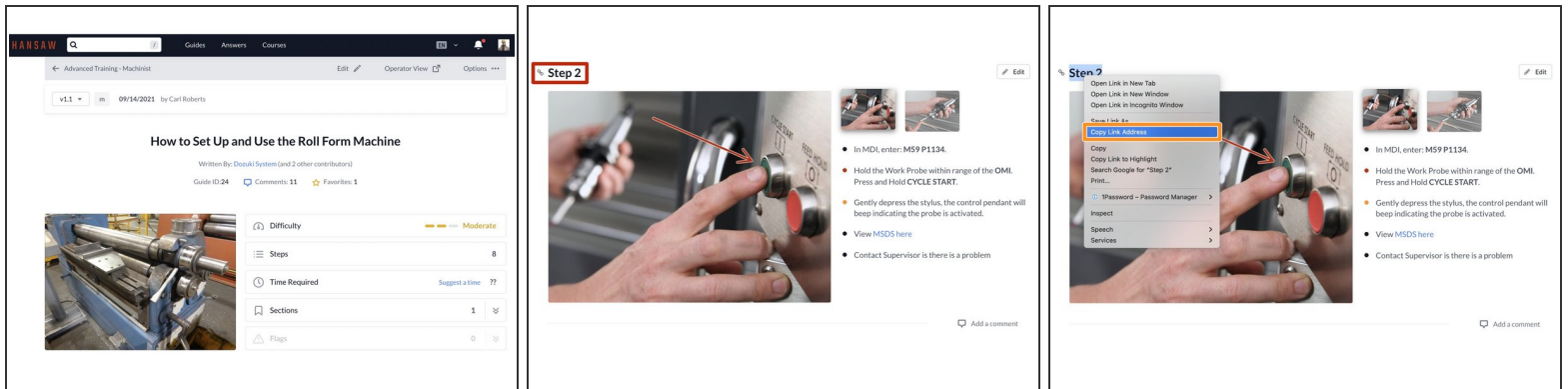
INTRODUCTION

This guide demonstrates how to create a link to a guide step.

Reminder

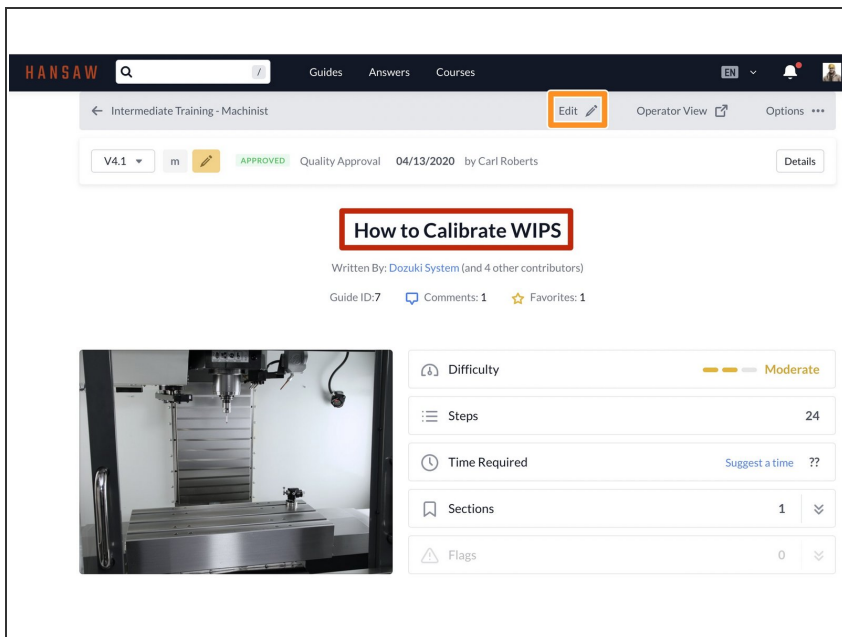
Any changes made to a guide, with the exception of tags and the default language, create a new draft of the guide.

Step 1 — How to Create a Link to a Guide Step



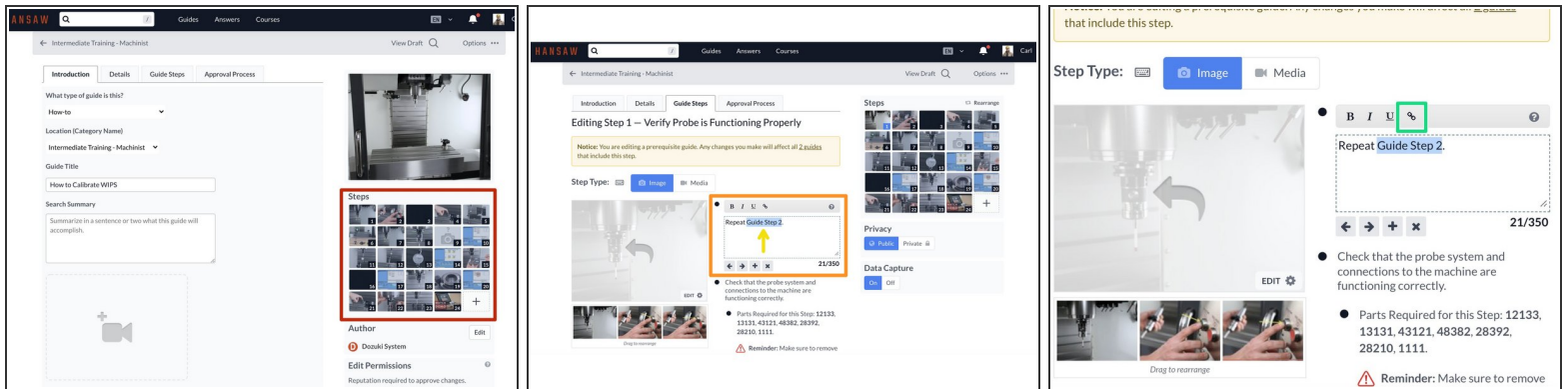
- Navigate to a guide.
- Navigate to the step that will be linked.
- Right click on the step number.
- Select **Copy Link Address** from the menu.

Step 2



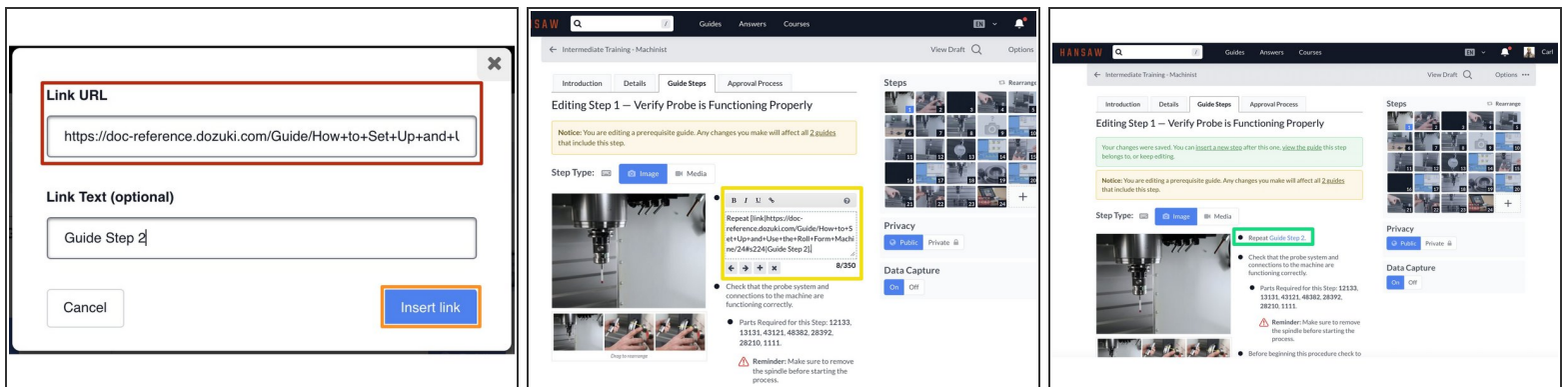
- Return to your original guide.
- Click on the **Edit** button in the upper-right of the page, under the site header.

Step 3 — Edit Step



- Select a guide step to add a link.
- Add a new bullet point or add to an already existing bullet point.
- Highlight the text for the link.
- In the bullet formatting menu, click on the hyperlink icon.

Step 4 — Insert Link URL



- Paste the link into the **Link URL** field.
- Click on the **Insert Link** button.
- The link code and text will show in the step text box until you click on the **Save** button at the bottom of the page.
- After you save your edits, the link text will be a blue, clickable link.