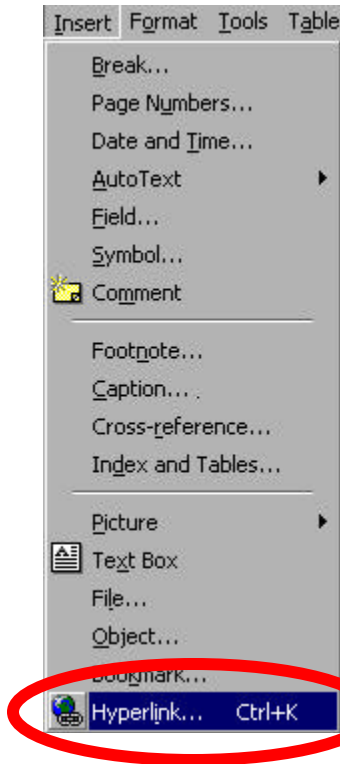


Inserting a Hyperlink to Your Video

(once your video has been downloaded and saved)

For Microsoft® Word and PowerPoint, both on a Macintosh and PC, follow the directions below to create a link to your video.

1. To insert a hyperlink, highlight the text you wish to be a link

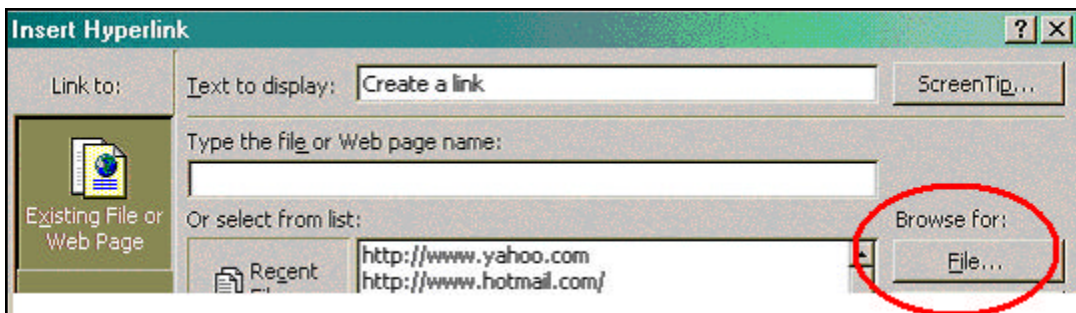


To embed a video clip: Go to Insert>Movies and Sounds>Movie from File and navigate to find your saved clip.

Hyperlink: allows you to navigate to your DOWNLOADED video and create a link. REMEMBER: highlight your text first and then go to Insert>Hyperlink.

2. Next, go to Insert>Hyperlink.

Here, the window will prompt you to find the file at the right of the screen to Browse your files to find your video.



3. Navigate to your video. BE SURE TO SHOW "ALL FILES" IN THE POP-UP WINDOW UNDER THE FIELD NAME. Otherwise, it will appear you have no videos downloaded.

4. Click OK.

5. Click OK again. Your video will be linked in "View Slide Show" mode.