

## Creating Meaningful Link Text in Google Slides

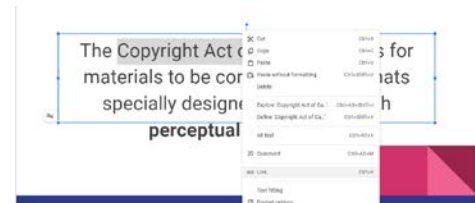
**Step 1** If you have already created a link consisting of a URL (web address) on the slide, select it and delete or cut the address.



**Step 2** Replace the web address with text that describes where the link will lead and then select this text.



**Step 3** **Right-click** to open the context menu. Select **Link** to open the Insert Hyperlink dialog box.



**OR**

Press **CTRL + K** to open the link edit field.

**Step 4** Type or paste in the web address in the **Link** edit field.



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Step  
5

Click on the **Apply** button to accept the changes.

**OR**

Press **TAB** to move to the **Apply** button and press **ENTER**.



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Step  
6

There is now a link in the document that is descriptive and opens the web address when selected.

