Adding A HyperLink to a Powerpoint presentation

Step-by-step instruction on how to insert a hyperlink onto a powerpoint presentation.

Opening Powerpoint

Find the Microsoft PowerPoint 2010 icon either on your desktop or in the start menu. It is most likely under the Microsoft Office Folder.
When PowerPoint opens, it will look like this. Unless you want to add the hyperlink to your opening slide, select the "New Slide" button.

In order to insert the hyperlink, you will need to be under the Insert tab on the Ribbon.
Once you have selected the text box so your cursor is blinking, select the Hyperlink button from the links section of the insert menu.
This is the screen you will see once you click on that button. You will need two different things:
1 - Text to display
2 - Address from the website
In this example, we will use a video from youtube.com. You can use any website and do it the exact same way.
After you find the video you want on YouTube, highlight the link in the address bar (Where the arrow points)
Then you can either right click on it and select Copy or Ctrl. C to copy the address.
To Insert your hyperlink:
1 - Select the text you would like to display on your presentation that will become the link to your website
2 - In the "Address" section, paste the address that you copied from the website
3 - Select the OK button
*If you have saved the website in a document, you can search for it and add it to your presentation*

Your hyperlink should appear highlighted and blue. After you click on it, it will turn to a purple color showing that you have used that hyperlink.
There are two different ways to begin your presentation:
1 - By selecting the Slide Show tab on the Ribbon and either selecting "From the Beginning" or "From Current Slide" buttons.
2 - In the bottom corner, select the Presentation button next to the slide views.
Presentation Mode

- **Ron Clark Video Clip**

Once you start your presentation, your link will appear like this. When you click on it, your presentation will pause and go to the website linked to the hyperlink.
You can change the size of your video by selecting any of the three sizes: regular size, larger size, or full screen. Once you finish watching your video clip, you can get back into the presentation by selecting the Powerpoint icon at the bottom of the screen.