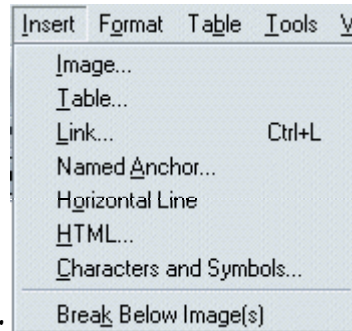


Links

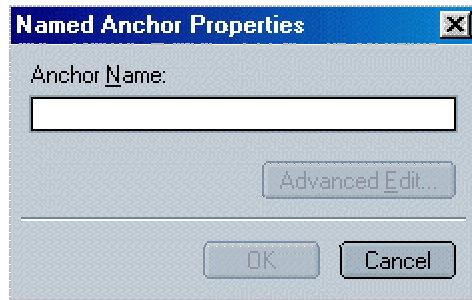
There are two types of links found on web pages: [internal](#) and [external](#). External links will take you to another page (or web site) when clicked on. Internal links are called "anchors" and will take you to another location within the *same page* that is being viewed. Anchors (internal links) are helpful for really long pages with lots of content. To see how to use images as links, please visit the module on Netscape Composer.


Creating Links Within the Same Page

1. Place your cursor in front of the text where you want to create an anchor (for example, look at the table above for Composer. If all of these options were on one page, I would put my cursor on the part of the page where I want the reader to end up at).




2. Open the *Insert* menu and click on *Named Anchor*

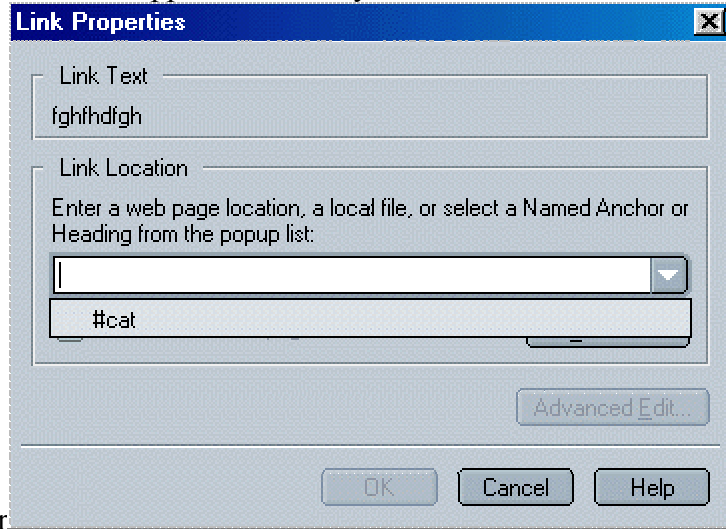


3. You will see the Named Anchor Properties box:
4. Type in a name for the anchor. For example, if I was linking to a part of the page talking about cats, I might give the anchor the name "cats" so it is easy to remember. *No spaces should be in your anchor name.*
5. Click OK. An anchor icon should appear where the cursor was that looks like this: 
6. Next, a link needs to be created to actually get to this part of the page: select the text (or image) that you want to link to the anchor. Usually this text is located at the top of your web page so the reader can "jump down" to the anchor.



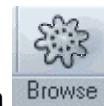
7. Click the link button  or choose *Insert*, then *Link*.

- When the Links Properties dialog box appears, click on the arrow to pull down your named anchors. Your named anchor will appear with a # symbol in front of the name.



That signals that it is an anchor

- Click OK



Note: To test the link you just created, click on the browse icon and click on the link

Note: The anchor symbols will remain invisible to people viewing your page in a browser

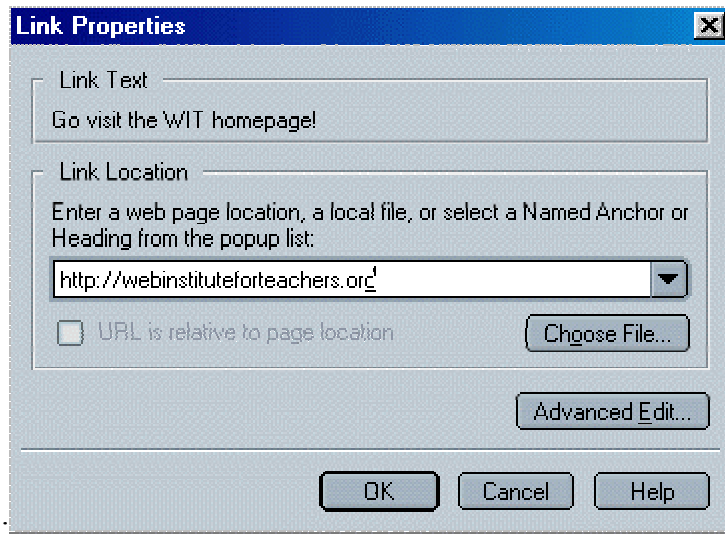
Creating Links to Other Pages

You can create links to other pages in your web site or outside links altogether. If you are linking to other pages in your web site, it is recommended that each of those pages be published first.

- After typing in the text you want to link, highlight the text and click the link button



- In the Links Properties box, enter the URL of the page you would like to link



3. Click OK
4. After saving your page, click the browse button to test your link

Tip: It is helpful to copy the URL of the site you wish to link to then paste it in the location field. This cuts down on the amount of errors in the URL