

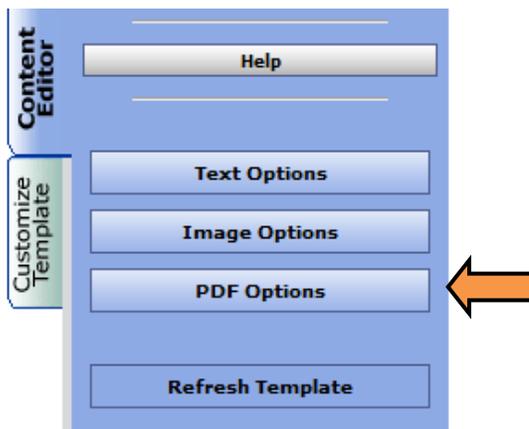


Quick Start Guide to:

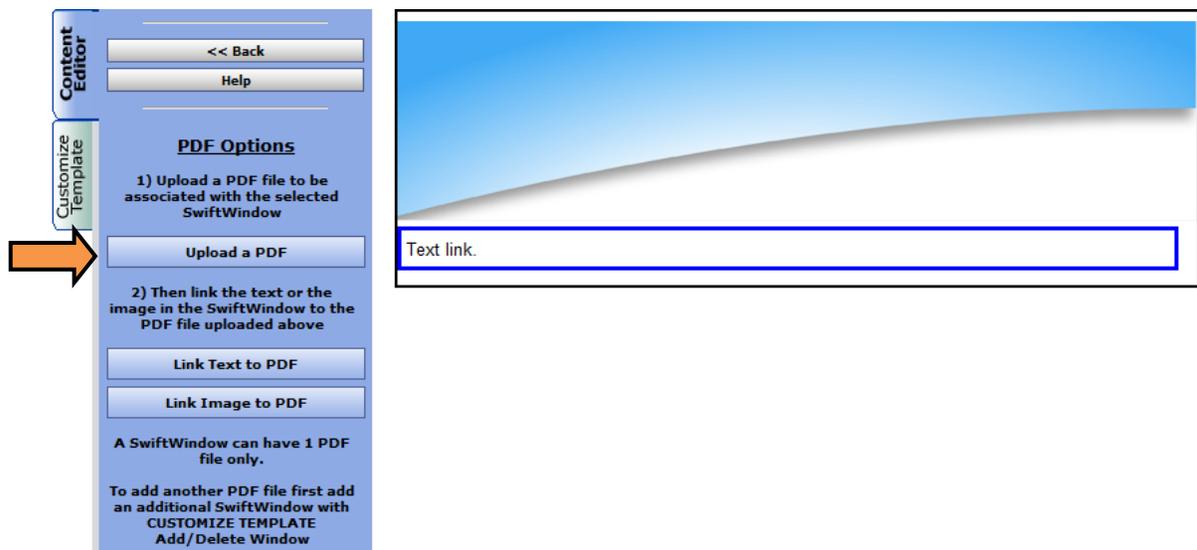
Linking Text to a PDF

The Swiftpage Basic Editor allows you to upload a PDF which you can then link to. This Quick Start Guide details how to link text to a PDF.

1. Click the Content Editor tab and then click PDF Options.



2. Select the SwiftWindow that contains the text you would like to use as a link and then click Upload a PDF.



3. If you have already uploaded the PDF to your document library, you may select the file from the Library Documents drop down box and click Submit. If not, click Browse to select the file and then click Submit (**Note:** PDFs may be no larger than 4 MB in file size).

Place a Document in the selected SwiftWindow

Upload to SwiftWindow:

or select a Document from your document library

Library Documents:

4. Select the SwiftWindow which contains the PDF and then click Link Text to PDF.

The screenshot displays the 'Content Editor' interface. On the left, a vertical sidebar contains the 'Content Editor' title and a 'Customize Template' button. The main area is titled 'PDF Options' and contains the following elements:

- Navigation buttons: '<< Back' and 'Help'.
- Step 1: '1) Upload a PDF file to be associated with the selected SwiftWindow' with an 'Upload a PDF' button.
- Step 2: '2) Then link the text or the image in the SwiftWindow to the PDF file uploaded above'.
- Buttons: 'Link Text to PDF' (highlighted with an orange arrow) and 'Link Image to PDF'.
- Information: 'A SwiftWindow can have 1 PDF file only.' and 'To add another PDF file first add an additional SwiftWindow with CUSTOMIZE TEMPLATE Add/Delete Window'.

On the right, a preview window shows a blue header with a white curved bottom edge. Below the header is a text input field containing the placeholder text 'Text link.'.

5. Enter the text that you would like to link to in the field provided. Click Submit.

Content Editor

<< Back

Help

Customize Template

Link Text to PDF

1) Enter the text you want to be linked (i.e. Click here) in the SwiftWindow using the 'Edit Text' feature.

2) Copy and paste or retype the text to be linked (i.e. Click here) into the white box below and hit Submit

Text link

Submit

6. The text has now been successfully hyperlinked.

Content Editor

<< Back

Help

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