



Inserting a Link to a File

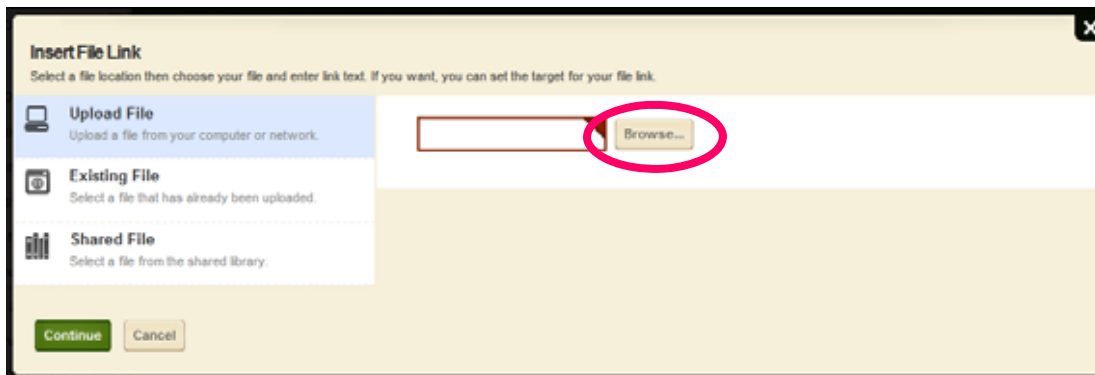
Step 1. Place your cursor where you would like to insert the file.

Step 2. Select the **Insert File Link** button on the Editor.



Step 3. Using the **Insert Image Wizard**, select the import source of the file.

Step 4. If you are uploading a file from your computer or network, click **browse** and select the file you would like to insert.



Step 5. Click **Continue**

Step 6. Type the **Link Text**. This text will become the link on your Flex Editor page.

Step 7. Change the **Target** to **Open link in a new window (_blank)**

Step 8. Click **Insert File**

