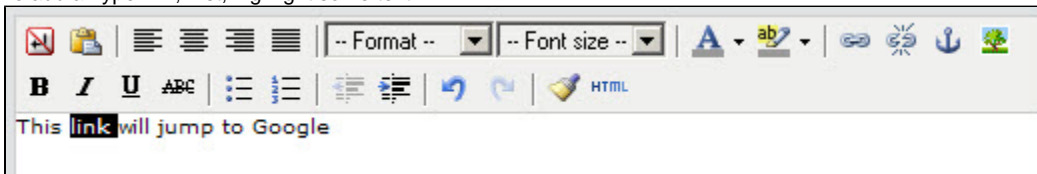
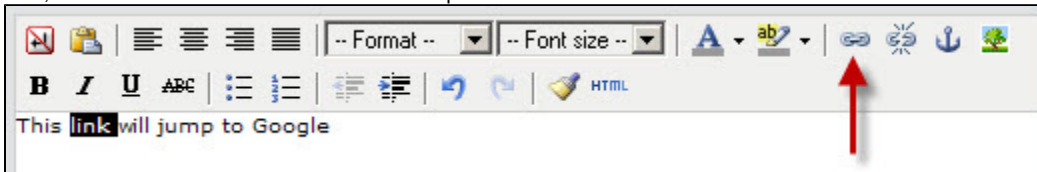


# Add Links in an Event Description

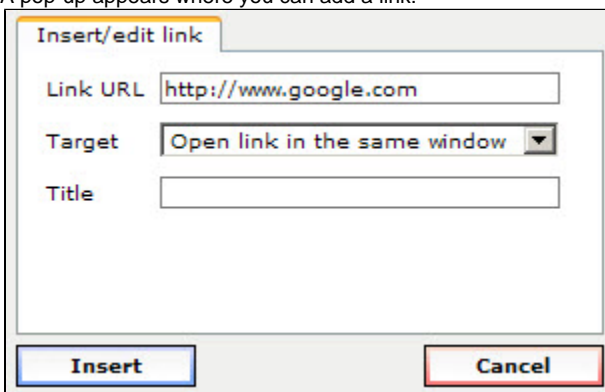
To add a hyperlink, first, highlight some text:



Next, click the Insert/edit link icon on the Description toolbar:



A pop-up appears where you can add a link:

A screenshot of the "Insert/edit link" dialog box. It has a title bar "Insert/edit link" and three input fields: "Link URL" with the value "http://www.google.com", "Target" with a dropdown menu set to "Open link in the same window", and "Title" which is empty. At the bottom, there are two buttons: "Insert" and "Cancel".