



Quick Start Guide To:

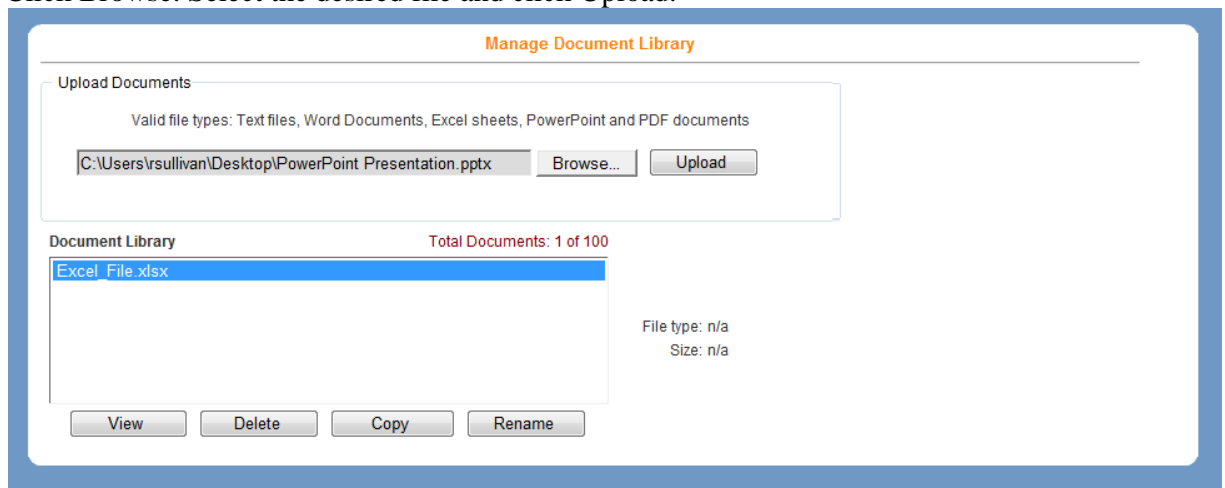
Linking Documents to Text in the Advanced Template Editor

This Quick Start Guide provides the steps for linking text to a document in the Swiftpage Advanced Template Editor.

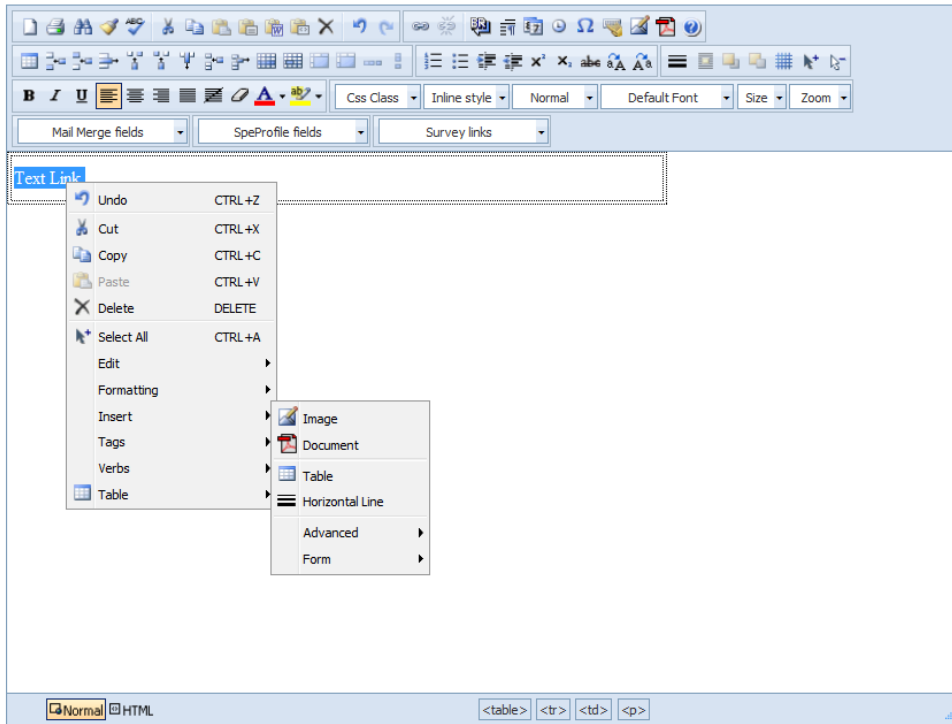
1. If the document you wish to use is not already uploaded to your Document Library, click Manage Documents.



2. Click Browse. Select the desired file and click Upload.



3. Close the Document Library to return to the Advanced Template Editor.
4. Highlight the text that you would like to link. Right click with your mouse, hover over Insert, and select Document.



5. Select the document that you would like to link to by marking the checkbox next to its name. Click Insert to finish creating the link.

