


Insert a Link to a LiveText Document

1. Select **“edit”** in the section where you want the link to appear.

Artifact A: 




Add a brief descriptive title after "Artifact A:" above, then provide your reviewer(s) with a clear context and description of the artifact. In what setting and under what circumstances was it created? For what purpose? Who was the audience? How does it relate to your teacher preparation program? If others were also involved in its creation, what specific role or contribution did you have or make?

Complete your description below, then re-read these guidelines. When you are sure that you have addressed them completely, include, attach or create links to the artifactual material(s). When you see that it has been included, attached or linked, then highlight these sections and delete them, leaving just your description of the artifact and the (link to the) artifact itself.




2. In the section editor, select the **“Insert LiveText Link”** icon (left of the spell check button).

Section: Artifact A:

Section Editor Insert Image File Attachment

Section Editor   

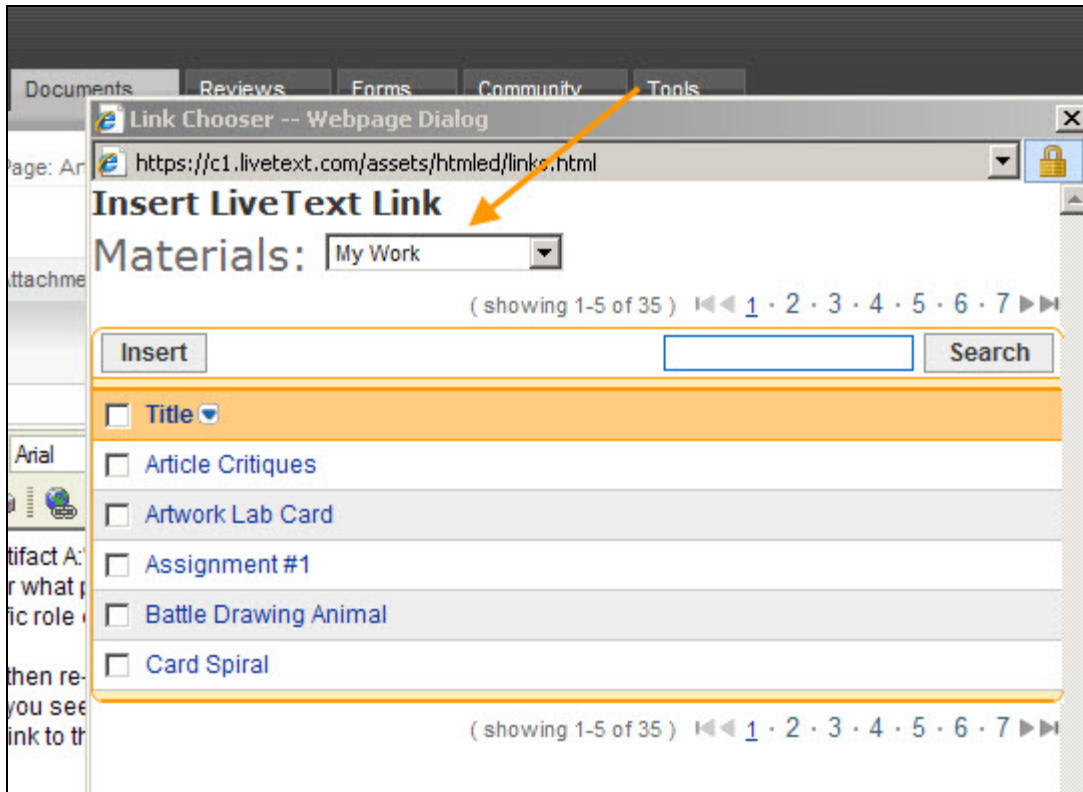
Section Title Artifact A:

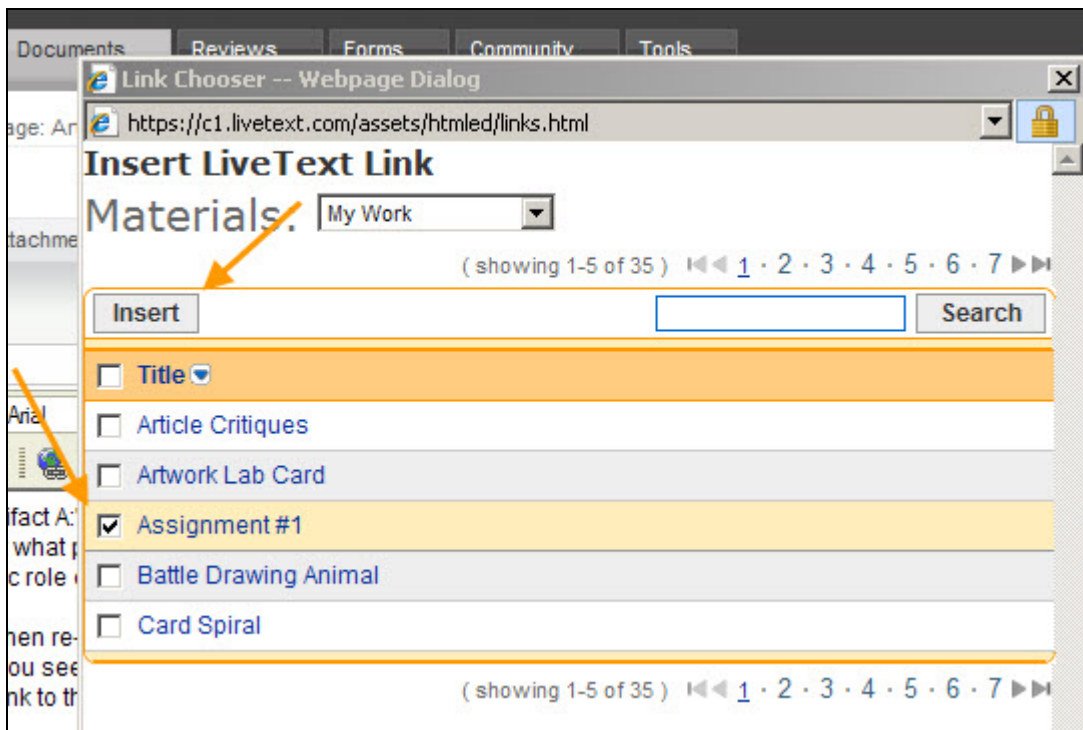
Add a brief descriptive title after "Artifact A:" above, then provide your reviewer(s) with a clear context and description of the artifact. In what setting and under what circumstances was it created? For what purpose? Who was the audience? How does it relate to your teacher preparation program? If others were also involved in its creation, what specific role or contribution did you have or make?

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3. On the link selection screen, select the Label (folder) where the document is stored.



4. **Check** the box by the document(s), then select **Insert** to create the link.



5. The title of the LiveText document will appear as a hyperlink. *The link will not work until you "Save" and "Finish" the section.*

Section: Artifact A:

Section Editor Insert Image File Attachment

Section Editor Save Changes Cancel Save & Finish

Section Title Artifact A:

Format Font: Arial Size: [Icons: Bold, Italic, Underline, ABC, x₂, x², Text, Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Source]

[Assignment #1](#)

Add a brief descriptive title after "Artifact A:" above, then provide your reviewer(s) with a clear context and description of the artifact. In what setting and under what circumstances was it created? For what purpose? Who was the audience? How does it relate to your teacher preparation program? If others were also involved in its creation, what specific role or contribution did you have or make?

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