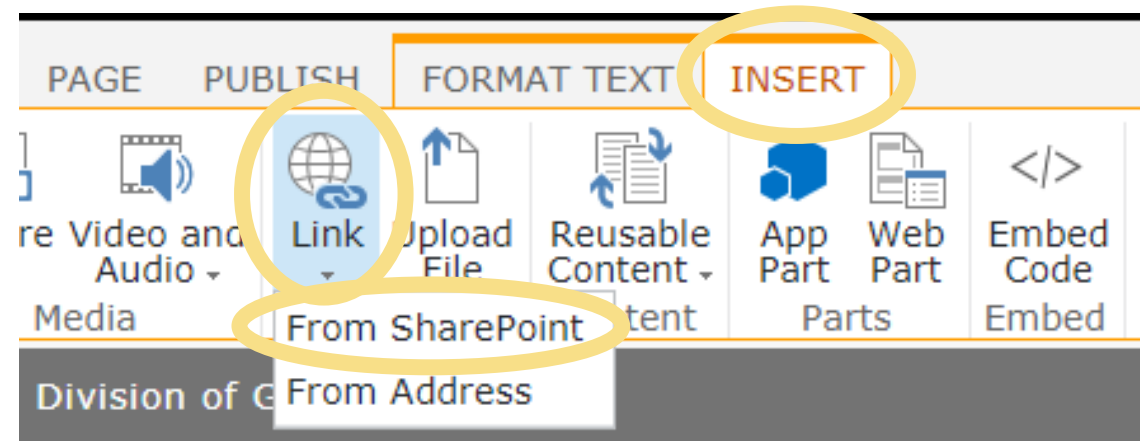## THE FRONTEND OF THE SITE – LINKING DOCUMENTS AND OTHER SITE PAGES

- It is absolutely necessary that you upload your documents to SharePoint first.

- Highlight the text you want to use as your link text, then select "Insert"

- Use the link option to insert your documents, then the "From SharePoint" option

- Once you select that, you navigate to where your document is stored in the backend and select "insert" at the bottom of the page.