

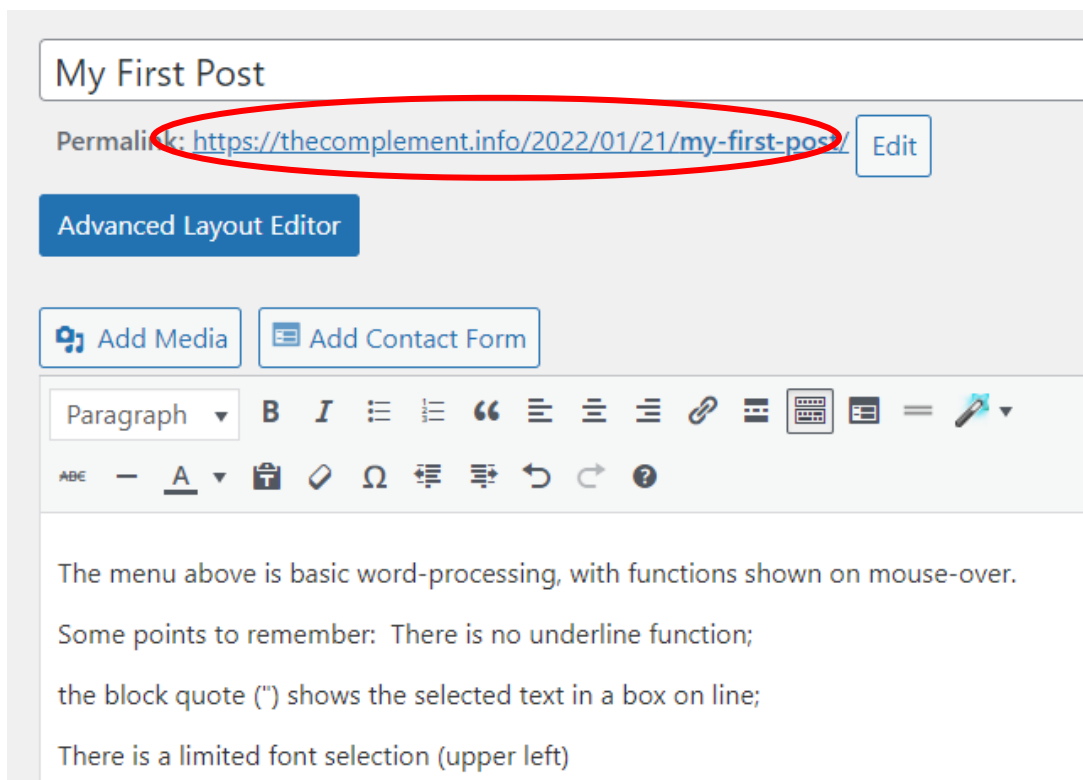
## Basic Links and URLs in Wordpress

Every major feature in Wordpress – pages, posts, media items – has its own URL that can be linked to from anywhere in the system. External URLs (websites) can also be inked to. We'll cover everything except inserting an anchor link into the middle of a post – that's not terribly difficult, but more complicated than the other linking operations.

Where is the URL?

For a post or a page, the URL (= permalink) is displayed just below the title bar.

If you are viewing the post or page in your browser, the URL also appears in the address bar of the browser..



The screenshot shows the WordPress editor interface. At the top, the title 'My First Post' is displayed. Below the title, the permalink is shown as 'Permalink: <https://thecomplement.info/2022/01/21/my-first-post/>' with an 'Edit' button to its right. The permalink is circled in red. Below the permalink is a blue button labeled 'Advanced Layout Editor'. Underneath that are two buttons: 'Add Media' and 'Add Contact Form'. A rich text editor toolbar is visible, featuring various icons for text formatting (bold, italic, list, quote, link, unlink, table, table of contents, undo, redo) and a font selection dropdown. The main content area contains the following text:

The menu above is basic word-processing, with functions shown on mouse-over.

Some points to remember: There is no underline function;

the block quote (") shows the selected text in a box on line;

There is a limited font selection (upper left)



If you open an item in the Media Library, the permalink appears below the title there as well. If you are inserting an image into a page or post (Add Media), the URL will appear in the lower part of the editing column in the right margin of the image selection page (see Inserting Images).











The basic process is the same for linking text to any of these items or to an external URL copied from the browser address bar.












# My Beginning Adventure

Permalink: <https://thecomplement.info/2022/01/22/my-beginning-adventure>

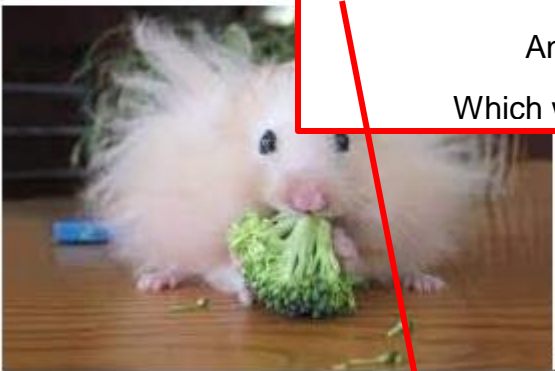
## Advanced Layout Editor

Paragraph **B** *I*          



ABE           

To link text to a URL, select the text  
And then click the link symbol  
Which will open the link box



January is the month of beginning and happiness.

Every negative thing in their **personality** must be changed in January, the

Paste URL or type to search  


Go for...

Paste or type the URL into the box and click the arrow, and the link will be made.



January is the month of beginning and happiness.

Every negative thing in their **personality** must be changed in January, the

<https://thecomplement.info>  

Go for...

An easier way to link to pages and posts: ---



Click the gear wheel, and a panel will open with the titles of all available posts

January is the month of beginning and happiness.

Every negative thing in their personality must be changed in January, the

Go for...

### Insert/edit link

Enter the destination URL

URL

Link Text

Open link in a new tab

Or link to existing content

Search

No search term specified. Showing recent items.	
Critter of the Month	2022/01/25
RPG Transition Information	PAGE
My Beginning Adventure	2022/01/22
My First Post	2022/01/21
It Couldn't Happen...	2022/01/04
Stress Vibrations	2022/01/04

Scroll down and select the desired title, then click Add Link

Once you have made the link, DO NOT FORGET TO UPDATE!

## Linking and displaying PDFs – A special case

Upload a PDF to the Media Library. Open it in the Library, and copy the URL from the box in the right margin column.

After you paste it into the link box, click the gear wheel (see above), then click the “open link in new tab” box, and “Update.” This updates the link BUT NOT THE POST – you still have to do that.

When the link is clicked, the pdf will be displayed as an image, but with the download arrow and print icon visible.

If you need to change a link, highlight the linked text, and the link box will appear with edit and erase icons.

