PRODUCTIVITY

For Internal Use Only

Create Internal Link in a Workbook

Do you find navigating from different worksheets within the same workbook troublesome? Through the use of internal links, you can easily go to another location in a workbook with just a mouse click.

<u>Click here</u> to easily navigate to different locations in a workbook.

Prepared by Information Security and IT Governance Division of ICT. ProductivI.T.v showcases tips & tricks on various office and branch applications.

Excel

Create Hyperlinks within a Workbook

1. Open the Excel workbook to which you want to add an internal hyperlink.

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