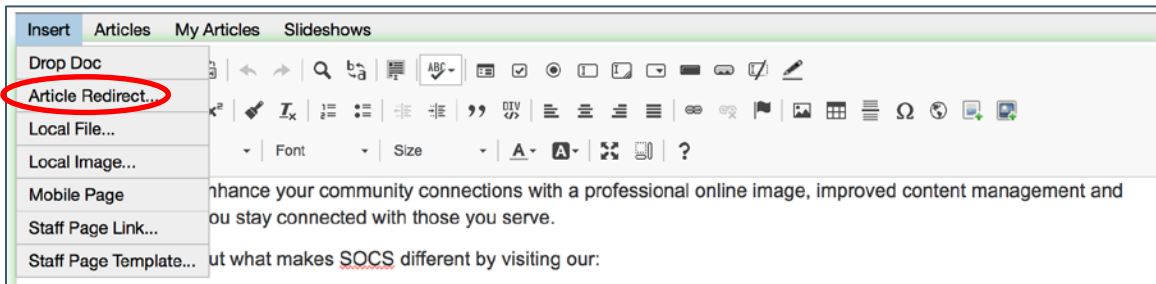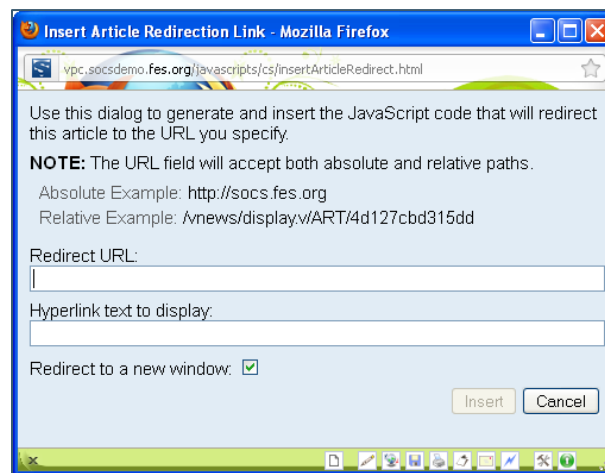# How To: Article Redirect

Article Redirect

Use the **Article Redirect** icon when you want a Section to redirect to another website, to a webpage or file within your site. The article containing redirect must be the only article within the Section otherwise the redirect will not happen. This feature also creates a hyperlink to the website or webpage within your articles as a reference.

- **Redirect URL**: Type the URL of the website/webpage/file path in the Redirect URL field.

- **Hyperlink text to display**: Enter the text/name of the hyperlink to display in the article.

  - *Note: if you insert a local file and fail to fill in the Hyperlink text to display field, the file will upload and the default text in you document will appear as "Default Hyperlink Text".*

- **Redirect to a new window:** Select the check box if you wish the hyperlink to open in a new browser window.

  - *Note: Website or Webpage: Visit the website or webpage you want to link to and copy the URL into the Redirect URL field. File: If you are linking directly to a file (i.e. PDF) you have two options to upload the file to the SOCS Servers.*

    - *FTP your file to the Pages directory on the SOCS Server.*

    - *Use Insert Local File to upload your file. After uploading your file, select the Hyperlink icon to copy the URL from the Address field. You can then delete the link in the article.*

For more information about **JavascriptCKEditor** functions, consult the **Javascript CKEditor Guide** under **Javascript CKEditor Resources**.