

## How to Insert Hyperlinks into your Zarca Survey?

*When would you need this feature?* A hyperlink allows you to redirect users to another website or HTML formatted page. You would need this feature anytime you wanted to allow survey participants to view related web pages. Caution has to be exercised since if survey invitees see a new page, they may be distracted and may never return to the survey. If a hyperlink is critical, however, we advise you open it in a new browser window.

*How to use this feature?* At the appropriate place, insert the following code and apply the modifications on the text in blue as indicated below:

<a href=http://www.zarca.com><font color=BLACK>Click here</font></a>

- 1. Replace www.zarca.com with the URL of the web page you want to redirect person to.
- 2. Replace **BLACK** with the color you desire. The text shown as **Click** here will appear in the color you indicate. Some other options are White, Blue, Red, Yellow, Green and Orange.
- 3. Replace Click here with the text that should appear on which users might click.

If you want this new web page to open in a <u>new browser window</u>, the text to insert would be (with the appropriate modifications discussed above):

<a target=\_blank, href=http://www.zarca.com ><font color=BLACK>Zarca Website</font></a>