

How to Convert a long DISC Link to Words

(in a new Email message.) Jan 2, 2020 (BB)

Sample Link:

http://disccert.us/?R*TbnOGC==R

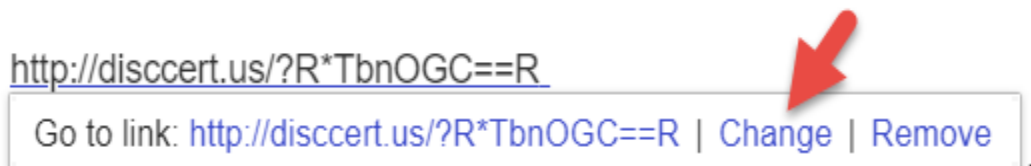
1. Highlight link, select keys simultaneously "Control & C"

http://disccert.us/?R*TbnOGC==R

2. Then at bottom of page select



3. Then the following will show up and select "Change"



4. Then this window will pop-up.

Edit Link

Text to display:

Link to:

Web address

Email address [Test this link](#)

Not sure what to put in the box? First, find the page on the web that you want to link to. (A [search engine](#) might be useful.) Then, copy the web address from the box in your browser's address bar, and paste it into the box above.

Cancel

5. You highlight "Text to display" and

Edit Link

Text to display: http://disccert.us/?R*TbnOGC==R Highlight

Link to:

Web address

[Email address](#)

To what URL should this link go?

http://disccert.us/?R*TbnOGC==R

[Test this link](#)

Not sure what to put in the box? First, find the page on the web that you want to link to. (A [search engine](#) might be useful.) Then, copy the web address from the box in your browser's address bar, and paste it into the box above.

Cancel **OK**

6. Then type in your new words & then click "OK"

Edit Link

Text to display: DISC Self Assessment

Link to:

Web address

[Email address](#)

To what URL should this link go?

http://disccert.us/?R*TbnOGC==R

[Test this link](#)

Not sure what to put in the box? First, find the page on the web that you want to link to. (A [search engine](#) might be useful.) Then, copy the web address from the box in your browser's address bar, and paste it into the box above.

Cancel **OK**

7. Now you have your link with new name.

[DISC Self Assessment](#)