

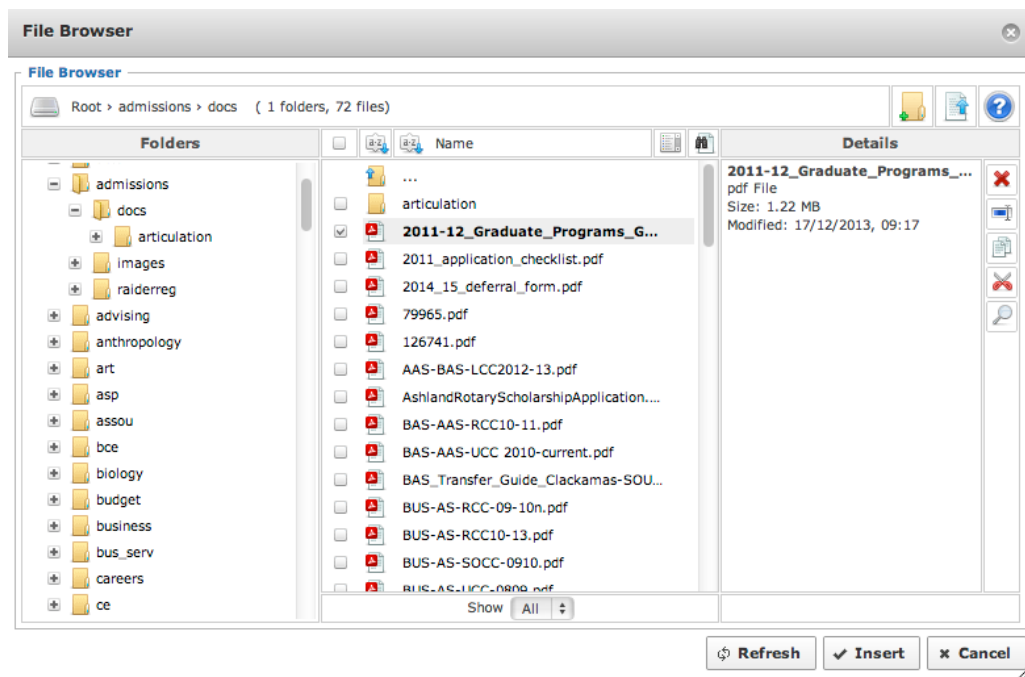


Joomla - How to Create a Link to a Document (PDF, MSWord, Excel, etc)

Francisco Kuriyama - 2025-12-01 - [Comments \(0\)](#) - [Joomla](#)

1. Select the display text for your link
2. Click on the link button 
3. Click on the File Browser icon (next to the URL Field) 
4. Navigate to your documents folder using the File Browser.



If the document you are trying to link is new, then it needs to be uploaded into the Joomla system first. Click [here](#) for instructions on how to upload new documents.

5. Select your document, and Click Insert.
6. Click Insert again.
7. Save your Page.