

Transferring to a word processor

You can if you wish transfer your work to a word processor for publication. Click the Transfer button on the Outline toolbar.




Inspiration will automatically launch your preferred word processor and transfer your work. The new document retains the look and structure of your Inspiration outline. When transferring from Diagram View, a picture of the diagram also appears.


Adding a hyperlink

You can enhance your project by integrating resources from the Internet. You can also hyperlink to a document created with Inspiration or another application.

Internet:

1. Select the words **eg. Search engine** in the selected diagram.
2. On the **Diagram** toolbar click the Hyperlink button  and the Hyperlink dialog box will appear.
3. Select **Web Page**.
4. In the **Link to** box, type :-
<http://google.co.uk>
5. Click off the symbol to deselect it.

Application:

1. Type the text **Commercial Data Processing**. Select the text.
2. On the **Diagram** toolbar, click the **Hyperlink** button. 
3. Select **File**. The selected text appears in the Hyperlink Text box. You can edit it now if you wish.
4. Click the **Select File** button.
5. **Navigate** to the document to which you want to hyperlink, and then click **OK**.
(File - Commercial Data Processing1.doc)
6. Click **OK**