

## How to easily produce an online resources page

1. Open up a blank Word document.
2. Find your resources via web search or resource site.
3. Go to the URL of the website, select the URL, right click, copy
4. Pull up your Word document, right click, paste
5. Repeat for as many links as you want
6. In Word, go to File, save as webpage ( make sure it is saved as .htm or .html )
7. Save the Word webpage in the W: drive on your computer
8. Open FrontPage, go to your W:drive, open the page you want the resources page linked to.
9. Type in a link name, select it, right click, select Hyperlink, find the page you just saved in your W:drive and select as the link
10. File, save.