

# NYU Law –Web Help: Adding & Fixing Anchor Links

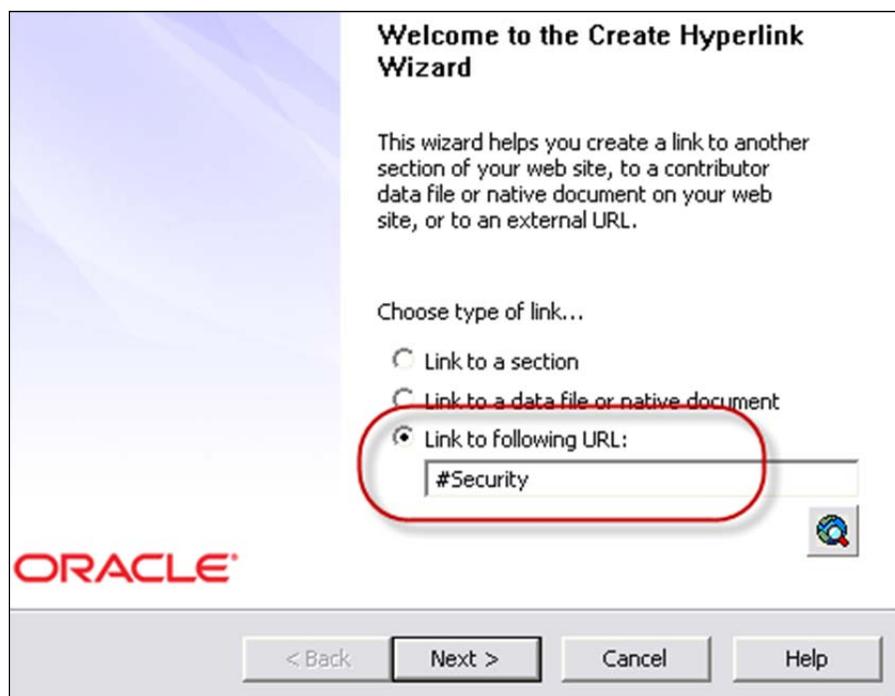
## TOPICS:

Adding Anchor Links  
Fixing the “9003” Error



## Adding Anchor Links

1. Create link
  - a. Highlight text you want to link, select the “create hyperlink” icon.
  - b. In the “Link to the following URL” field, you will place “#” and then the text of the anchor link. This example is linking “Plantings” to “Security” so it would read “#Security” in the following URL field. (Note: please avoid spaces and special characters)
  - c. Select Next and then Finish.



2. Set the HTML ID code of the anchor text (link target)
  - a. Highlight the first word in the paragraph or header you want to link to and select “HTML Object Properties” (either directly from the toolbar icon or by right-clicking and selecting from contextual menu).
  - b. In the ID field, type in the word you defined in the hyperlink wizard. I.e. “Security”. (note: do not include the # sign here)
  - c. Click “OK”.

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- d. Test this in the preview mode to click on “Plantings” and see it link to “Security”. Update page when complete.

The screenshot shows a web editor interface. On the left, there is a list of links: [Plantings](#), [roses](#), [tulips](#), and [pansies](#). Below this is a section titled "Statues" with text: "Those commemorated by struggle for unification, and mass producing steel." and another section titled "Lots of Open Space" with text: "An open space with a trad the park now belong to N buildings. The university re its Chancellor predicted th the neighborhood, and hav". At the bottom left, there is a link labeled "Security".

Overlaid on the right is a dialog box titled "P Object Properties". The dialog has a dropdown menu at the top showing "P". Below this is a table of properties:

id	Security
style	
align	
width	
language	
lang	
dir	
title	
disabled	false
accessKey	
tabIndex	0

The "id" field in the table is highlighted with a red oval.

### Fixing Broken Links

Unfortunately, there is a bug that occurs when you add Anchor Links. A “9003” error code automatically fills in the code, breaking the link. Fortunately, there is an easy fix for it. If your links do not work when you add them, follow these instructions.

1. Go into the editor and right-click on the contribution region.
2. Click "HTML Object Properties".
3. In the drop down box at the very top of the window, scroll to the top and choose "ROOT".
4. Click on the “Fix Anchor Links” button on the right.
5. Click the “OK” button to save.
6. Do NOT preview the page. Click on the “Update” button.
7. Test your links.