

# Links

You can create links to pages, blog posts, anchors, attachments, external websites and more. Links can be text or images, and can be added in many different ways.

Links to pages within collaborate.green are relative, which means that you can move pages and rename pages without breaking links.

This page explains the most common ways to create links.

- [Insert a text link](#)
- [Insert an image link](#)
- [Modify a link](#)
- [Remove a link](#)
- [Link to specific types of content](#)
- [Link to pages on collaborate.green from external source](#)

## Insert a text link

To insert a link on a page:

1. Select some text or position your cursor where you want to insert the link
2. Choose **Link** on the toolbar or use the keyboard shortcut **Ctrl+K**
3. Select a page, blog post or attachment, or enter an external URL (see below for how to link to particular types of content)
4. Enter or modify the link text (this is the text that will appear on the page. If this field is left blank, the page name or URL will be used as the link text.)
5. Choose **Insert**

Alternatively you can type `[]` followed by the page or attachment name. [Autocomplete](#) will suggest matching items for you.

You can also paste an URL directly onto your page. Confluence will automatically create the link, and if the URL is for a page in the current site, the page name will be set as the link text.

## Insert an image link

1. Select an image on your page
2. Choose **Link** on the Image Properties toolbar
3. Select a page, blog post or attachment, or enter an external URL
4. Choose **Insert**

## Modify a link

1. Select the link text or image
2. Choose **Edit** from the link properties toolbar
3. Modify the link and choose **Save**

## Remove a link

1. Select the link text or image
2. Choose **Unlink** from the properties toolbar

## Link to specific types of content

There are several methods for creating links, depending on the type and location of the content:

Type of link	Method
Link to a page	<p>Choose <b>Link &gt; Search</b> then enter part of the page name.</p> <p>Choose <b>Link &gt; Recently viewed</b> and select a page from the list.</p> <p>Type <code>[]</code> and enter part of the page name then select the page from the list.</p> <p>Paste the URL of the page onto your page (Confluence will automatically create the link).</p>
Link to a page in another space	<p>Choose <b>Link &gt; Search</b> enter part of the page name and select <b>All Spaces</b> from the drop down.</p> <p>Choose <b>Link &gt; Advanced</b> then enter the space key followed by the page name <code>spacekey: mypage</code>.</p> <p>Type <code>[]</code> and enter part of the page name then select the page from the list. (you can hover over each suggestion to see which space the page is from).</p>

Link to a blog post	<p>Choose <b>Link &gt; Search</b> and enter part of the blog post name.</p> <p>Type [ and enter part of the blog post name then select the blog post from the list.</p>
Link to an attachment or image on the page	<p>Choose <b>Link &gt; Attachment</b> then upload or select an attachment from the list.</p> <p>Type [ and enter part of the attachment file name then select the attachment from the list.</p>
Link to an attachment on another page	<p>Choose <b>Link &gt; Search</b> and enter part of the attachment name.</p> <p>Type [ and enter part of the attachment file name then select the attachment from the list (you can hover over each suggestion to see which space the page is from).</p>
Link to a website	<p>Choose <b>Link &gt; Web Link</b> then enter the website URL.</p> <p>Type or paste the URL onto the page (Confluence will automatically create the link).</p>
Link to an email address	<p>Choose <b>Link &gt; Web Link</b> then enter the email address.</p> <p>Type or paste the email address onto the page (Confluence will automatically create a 'mailto:' link).</p>
Link to an anchor on a page	<p>Choose <b>Link &gt; Advanced</b> then enter the anchor name in one of the formats below.</p> <p>For an anchor on this page: #anchor name.</p> <p>For an anchor on another page in this space: page name#anchor name.</p> <p>For an Anchor on another page in another space: spacekey:page name#anchor name.</p> <p>See <a href="#">Anchors</a> for more information on using anchors.</p>
Link to a comment on a page	<p>Go to the comment, right click the <b>Date</b> at the bottom of the comment and copy the link. Paste the link directly onto your page or choose <b>Link &gt; Web Link</b> and paste in the URL.</p> <p>Type [\$ then enter the Comment ID ('12345' in this example): [ \$12345 ]</p>

## Link to pages on collaborate.green from external source

The best way to link to a page on collaborate.green from an outside source, for example in an email message, is to use the tiny link which is a permanent URL. This ensures that the link to the page is not broken if the page name changes.

N.B. Keep in mind that the pages on collaborate.green are only accessible to logged-in users and that additional restrictions may apply.

To access the permanent URL for a page:

1. View the page you wish to link to.
2. Choose **Tools > Link to this page**.
3. Copy the **Tiny Link**.
4. Use the tiny link in your website or email message.

You do not need to use the tiny link to link to pages within collaborate.green. Links are automatically updated when you rename or move a page to another space.