

Adding a PDF Link in a Product's Long Description

- 1) Your pdf file must be hosted on your own server, and you need to know the URL for the file (http://yourfile'saddresshere.pdf)
- 2) Go to Settings / Boolean Options (bottom of the Setting Section). Click Edit. Be sure your WYSIWYG Editor is activated. At the bottom of the page, click "Next" to save.

Edit Boolean Options

<input checked="" type="checkbox"/> Display Phone	<input checked="" type="checkbox"/> Display E-Mail	<input type="checkbox"/> Use Search (Store)	<input checked="" type="checkbox"/> Use Search (Mobile)
<input checked="" type="checkbox"/> Use Search (OMS)	<input checked="" type="checkbox"/> Keyword Suggestion	<input checked="" type="checkbox"/> Search All	<input type="checkbox"/> Show Empty Categories
<input type="checkbox"/> Product Status Sort	<input checked="" type="checkbox"/> Show Zero Allocation	<input type="checkbox"/> Minimum Quantity Default	<input checked="" type="checkbox"/> ATC Advanced Validation
<input type="checkbox"/> Reset Quantity	<input checked="" type="checkbox"/> Attribute Names	<input type="checkbox"/> Write-In Names	<input checked="" type="checkbox"/> Gallery Mouseover
<input type="checkbox"/> Modal Popup Background Close	<input checked="" type="checkbox"/> In Stock Notification (Preordered)	<input checked="" type="checkbox"/> In Stock Notification (Backordered)	<input type="checkbox"/> In Stock Notification (Sold Out)
<input checked="" type="checkbox"/> Cart Links	<input type="checkbox"/> Cart Ship From	<input checked="" type="checkbox"/> Cart Display Savings	<input checked="" type="checkbox"/> Cart Total Quantity
<input checked="" type="checkbox"/> Cart Calculator	<input checked="" type="checkbox"/> Enter Coupon	<input checked="" type="checkbox"/> Coupon Negative Popup	<input checked="" type="checkbox"/> Remove Coupon
<input type="checkbox"/> Coupon Hide Discounts	<input type="checkbox"/> Discount Basis Include All	<input checked="" type="checkbox"/> Allow Reorder	<input checked="" type="checkbox"/> Re-Type E-Mail
<input type="checkbox"/> Prevent Duplicate E-Mail	<input type="checkbox"/> Customer Change Notification	<input type="checkbox"/> Table SKUs	<input checked="" type="checkbox"/> Allow Saved CC
<input checked="" type="checkbox"/> Upgrade Autosave CC	<input checked="" type="checkbox"/> Allow Customer Comments	<input checked="" type="checkbox"/> Display Company Comments	<input type="checkbox"/> Cancel Order Button
<input type="checkbox"/> Retain Login	<input checked="" type="checkbox"/> Automatic Order Status	<input checked="" type="checkbox"/> Order Confirmation E-Mail	<input checked="" type="checkbox"/> Order Notification E-Mail (Store)
<input type="checkbox"/> Order Notification E-Mail (OMS)	<input type="checkbox"/> Notification Enforce Owner	<input checked="" type="checkbox"/> E-Mail Status	<input checked="" type="checkbox"/> Shipped E-Mail
<input type="checkbox"/> Shipped E-Mail BCC	<input type="checkbox"/> Canceled E-Mail	<input checked="" type="checkbox"/> Display Shipment Weight	<input checked="" type="checkbox"/> Hide Inactive
<input checked="" type="checkbox"/> OMS Popup Memo	<input type="checkbox"/> OMS Enforce Visibility	<input type="checkbox"/> OMS Enforce Usability	<input checked="" type="checkbox"/> OMS Enforce Allocation
<input checked="" type="checkbox"/> WYSIWYG Editor	<input type="checkbox"/> Product Suggestion Box	<input type="checkbox"/> Category Suggestion Box	<input type="checkbox"/> Coupon Suggestion Box
<input checked="" type="checkbox"/> Invalid Product Check	<input checked="" type="checkbox"/> Drag and Drop Sort	<input type="checkbox"/> Default Ownership	

- 3) Go to Products and find the product you want to edit. Click on the blue edit pencil.
- 4) In the Long Description type in the text you want to use for the hyperlink.

Long Description (optional) :

Set includes Amanda Dress and Randi Unitard. Available colors: Black only

[PDF Link Test](#)

- 5) Highlight the text with your cursor, and click on the blue globe with the chain links (as shown with arrow). (the blue globe can be in a different position, depending upon your browser and operating system) Then a popup window will appear. In the popup window, enter the URL where your pdf file is being hosted. Click ok.

Note: If you want the pdf to show up in the same tab of the browser in which a person clicked the download link, then leave Target: at “_self”. If you want the pdf to open in a separate tab (recommended), then for Target, select “_blank”.

Click ok.

