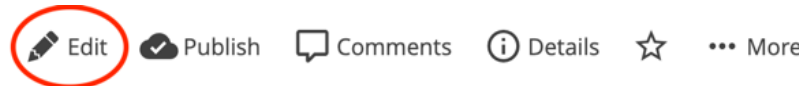


How to Add an Anchor to Your Webpage

1. Make sure to click the “Edit” button at the top of your webpage to bring up the WYSIWYG editor.



2. Go to the section where you’d like to add the anchor. Place your cursor where you’d like the anchor to “jump” to.

Title

ADA Section 508 Compliance

Content *

Edit Format Insert Table View Tools

← → **B** *I* U [List Icons] Formats A **A** [List Icons]

[Link Icon] [Image Icon] [Code Icon] [Refresh Icon]

Why Is This Important?

What is website accessibility?
What is Section 508?
Why is it important?
Why should I care about it?

Have you ever asked yourself these questions? I know that I have, many times actually. There is so much information available now about website accessibility, but the *BIG* question is "Why is it important?"

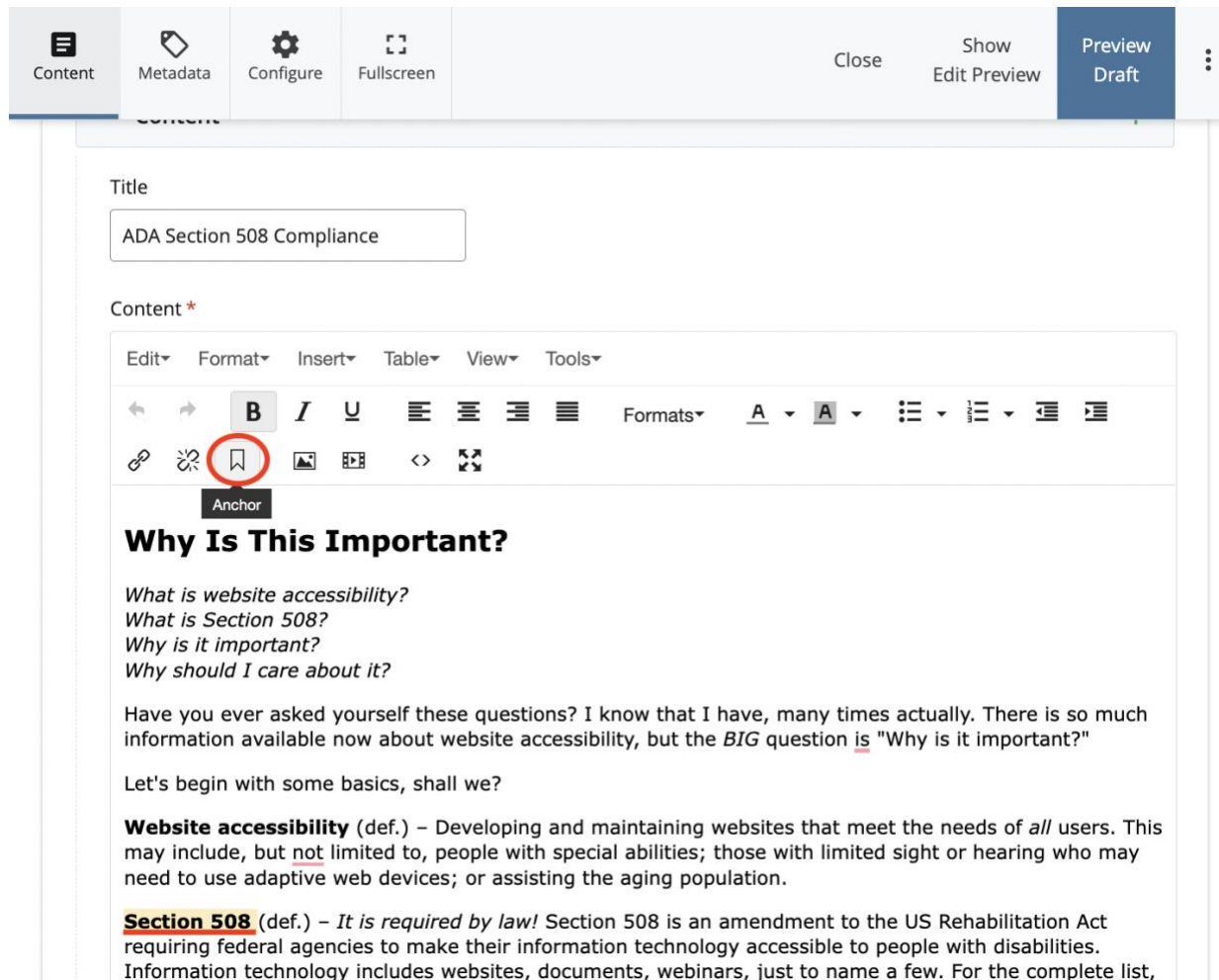
Let's begin with some basics, shall we?

Website accessibility (def.) – Developing and maintaining websites that meet the needs of *all* users. This may include, but not limited to, people with special abilities; those with limited sight or hearing who may need to use adaptive web devices; or assisting the aging population.

Section 508 (def.) – *It is required by law!* Section 508 is an amendment to the US Rehabilitation Act requiring federal agencies to make their information technology accessible to people with disabilities. Information technology includes websites, documents, webinars, just to name a few. For the complete list, please refer to the [Essential Accessibility](#) Website.

Please contact Yvette Navarro at ynavarro@nmsu.edu or (575) 646-3497 for any additional questions.

- Click the anchor button on your WYSIWYG editor. You can also go to the “Insert” tab on the top and click on “Anchor” from the dropdown menu.



The screenshot shows a WYSIWYG editor interface. At the top, there is a navigation bar with tabs for 'Content', 'Metadata', 'Configure', and 'Fullscreen'. To the right of these tabs are buttons for 'Close', 'Show Edit Preview', and 'Preview Draft'. Below the navigation bar, the 'Content' tab is active, showing a form with a 'Title' field containing 'ADA Section 508 Compliance'. Below the title field is a 'Content *' section containing a rich text editor. The editor's toolbar includes buttons for undo, redo, bold (B), italic (I), underline (U), bulleted list, numbered list, link, unlink, anchor (circled in red), image, video, code, and fullscreen. Below the toolbar, the text content of the editor is visible, starting with the heading 'Why Is This Important?' followed by several paragraphs of text about website accessibility and Section 508.

Please contact Yvette Navarro at ynavarro@nmsu.edu or (575) 646-3497 for any additional questions.

4. You will be prompted to name your anchor id. Please use a simple one-word term (no capitalization or punctuation is allowed). Once you name your anchor, click "Ok."
 - a. An anchor will be placed at the front of the text

Anchor ✕

4 Id

Ok
Cancel

4a **Section 508**

5. Now, go to the place where you want to link that anchor. Highlight the text, and click on the "Insert Link" button, which will provide you a pop-up screen.

Edit Format Insert Table View Tools

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Insert/edit link

Why Is This Important?

What is website accessibility?

[What is Section 508?](#)

Why is it important?

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- On this pop-up screen, go to the space where it says “Anchor.” There, you will type in the name of the anchor that you created. Then, click “Ok.”

Insert link ✕

Link Type Internal External

Link Source

Anchor

Text to display

Title

Target

Ok Cancel

- Lastly, make sure to “Preview Draft” to check the anchor. If it works, “Submit” and “Publish” the page.

Content
Metadata
Configure
Fullscreen

Saving draft
Close
Show Edit Preview
Preview Draft
⋮

^ Content +

Title

Content *

Edit Format Insert Table View Tools

↶ ↷ **B** *I* U ☰ ☰ ☰ ☰ Formats A A ☰ ☰ ☰

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Why Is This Important?

What is website accessibility?

[What is Section 508?](#)

Why is it important?