

Mariner Software

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Jim Henson - 2015-03-24 - in MacJournal for Mac OS

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If you have learned to drag and drop your files into an entry, but find the document icon to be cumbersome, try this as an alternate method.

Instead of dragging a file into an entry, place a link to the file. This will open the original file in a location that you know all about and know how to back it up sufficiently. Go to the Edit menu > Insert > Link (command-K, btw).

My cursor is over the "link document" icon, just above OK, click it, then navigate to the file you desire to refer to in your entry, select it by clicking on the Open button in the open dialog sheet and click OK.

When you click on the link in the MJ entry, you open the original document, it is not copied into the MJDOC.

Attachments



[Insert_Link_normal.jpg \[19.48 KB\]](#)