# Working with Links

- Add a Link
- View a Link
- Edit a Link
- Delete a Link

# Add a Link

## Step 1:

Inside a Jira issue, click the "Add" button. A form will appear inline, allowing you to enter the necessary details.

## Step 2:

Fill in the form with the following details:

- Embedded URL – The link to your Google Sheets design.
- Title – A meaningful name for the design. (optional)

Click the Add button again to add your Google Sheets link to the Jira issue.

# View a Link

## Step 1:

Inside a Jira issue, find the link you want to view and click the view icon for that link.

## Step 2:

An inline popup will appear showing your Google Sheets. You can also click this for full screen viewing.

# Edit a Link

## Step 1:

Inside a Jira issue, find the link you want to edit and click "Edit" from the link dropdown. A form will appear inline, allowing you to edit the following:

- **Embedded URL:** The link to your Google Sheets design.
- **Title:** A meaningful name for the design. (optional)

## Step 2:

Click the save button again to add your Google Sheets link to the Jira issue.

# Delete a Link

### Step 1:

Inside a Jira issue, locate the link you wish to remove.

### Step 2:

Navigate to the link, click the menu for that link, and select Delete.

### Step 3:

You will be prompted to confirm if you want to delete this Google Sheets link.