

Working with Links

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Add a Link

Step 1:

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

- **Embedded URL** – The link to your Microsoft Teams design.
- **Title** – A meaningful name for the design. (optional)

Step 2:

Click the "Add" button again to add your Microsoft Teams 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. An inline popup will appear showing your Microsoft Teams.

Step 2:

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 Microsoft Teams design.
- **Title** – A meaningful name for the design. (optional)

Step 2:

Click the save button again to add your Microsoft Teams link to the Jira issue.

Delete a Link

Step 1:

Inside a Jira issue, navigate to the specific Microsoft Teams link you wish to remove.

Step 2:

Click the menu for that link and select "Delete."

Step 3:

You will be prompted to confirm if you want to delete this Microsoft Teams link.