

I. How to Add a Link and Have it Display in the @Ford My Links

<http://at.ford.com/Pages/default.aspx>

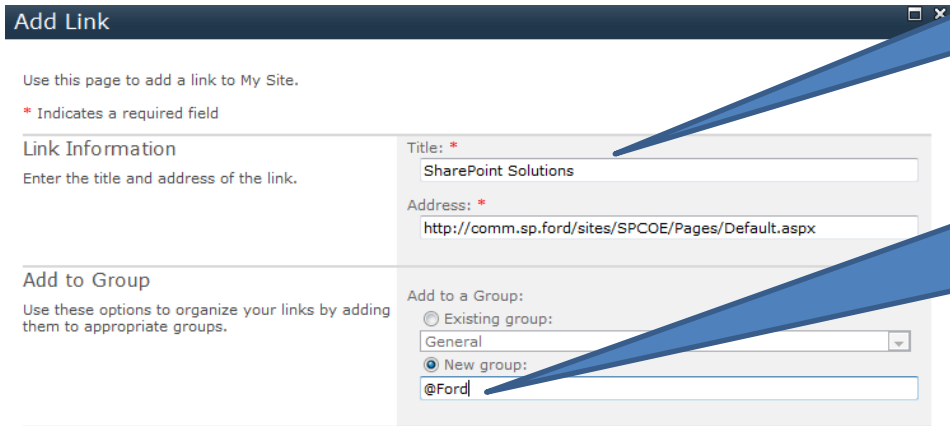
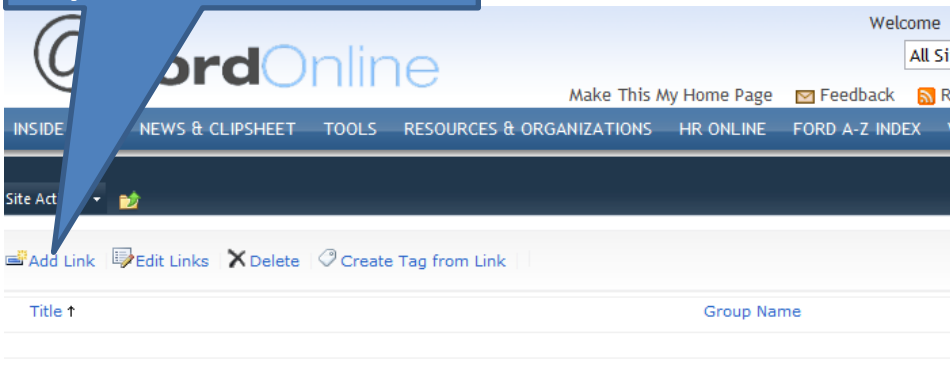
1. Click 'Edit Links'.

2. A new window will open. Click 'Add Link.'

3. An 'Add Link' Form will appear. Type the title and address.

4. For the 'Add to Group' portion, select New group and type: @Ford. Note: if you have previously added the @Ford group, use the Existing group drop-down to make your selection. Click 'OK'.

5. To see the new link on the home page, click the @FordOnline logo at the top of the page.



II. How to Edit Link

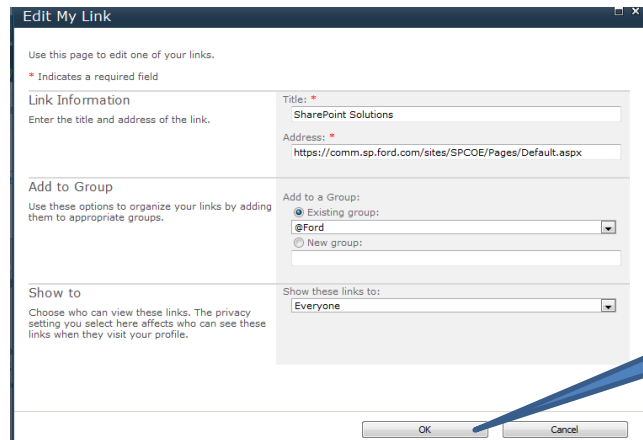
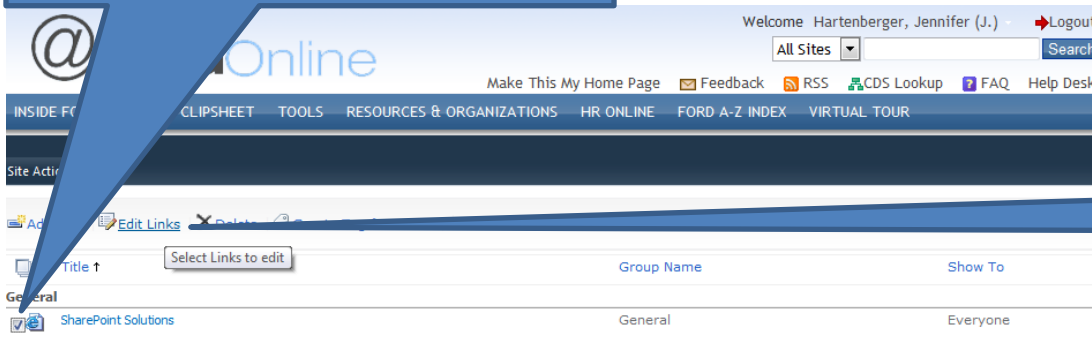
1. Click 'Edit Links' or visit the My Links [Layout Page](#).

2. Select a link to edit.

3. Click 'Edit links.'

4. An 'Edit My Link' form will appear. Make your changes and select 'OK' to save.

5. To see the changes on the home page, click the @FordOnline logo at the top of the page.



III. How to Delete a Link

1. Click 'Edit Links' or visit the My Links [Layout Page](#).

2. Select link(s) to delete.

3. Click 'Delete.'

4. A popup will display. Choose 'OK' to delete.

5. To see the changes on the home page, click the @FordOnline logo at the top of the page.

