

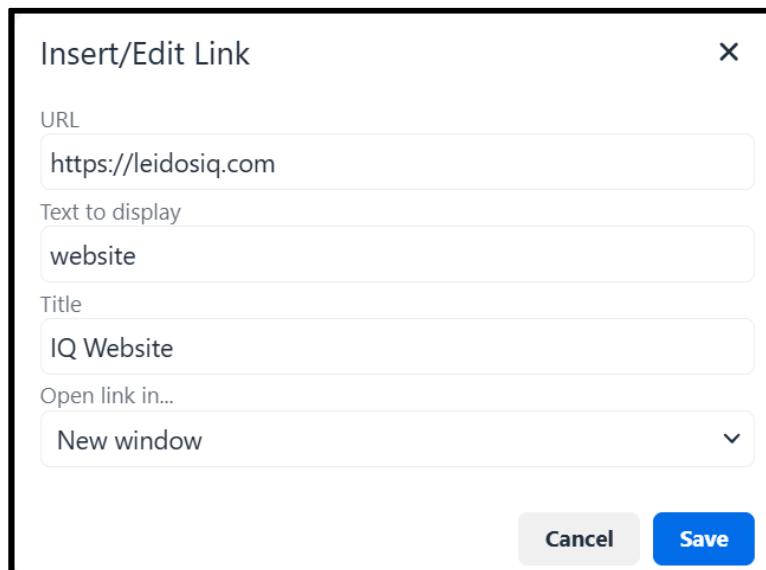
How to use Hyper Tagging in IQ

Market: House, Senate

Module: Outreach

Purpose: This guide provides instruction on how to use the hyper-tagging feature that is available for eNewsletters.

1. From within the **Content** section of an eNewsletter, select the area of the page to insert a hyperlink and type the description associated with the hyperlink.



2. Under Tags, all the hyperlinks that you've inserted into the eNewsletter will display.
3. Select the affiliation code that you want to set with the hyperlink. This is the affiliation code that will be associated with the individual's record.

NewsLetter Wizard

[Content >>](#) [Select Audience >>](#) [Review](#)

Name
100818 - 09-02-2025 eNewsletter

Subject

[Settings](#) [Sections](#) **Tags**

ID Leidos Website

URL <https://leidosiq.com>

Affiliation
EMAIL.OPTIN--Newsletter Subscriber