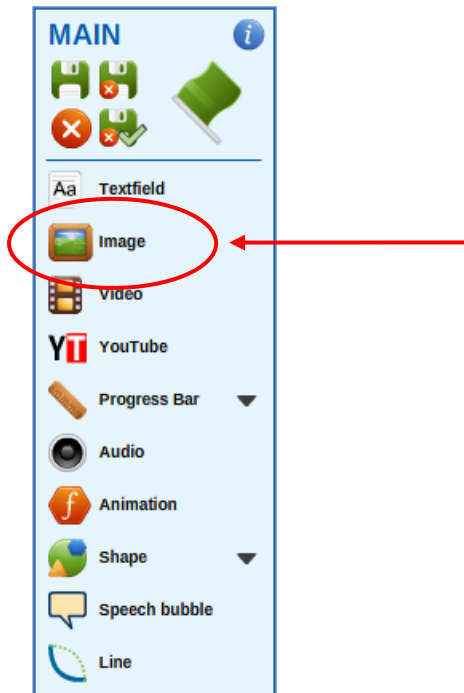


Adding Images

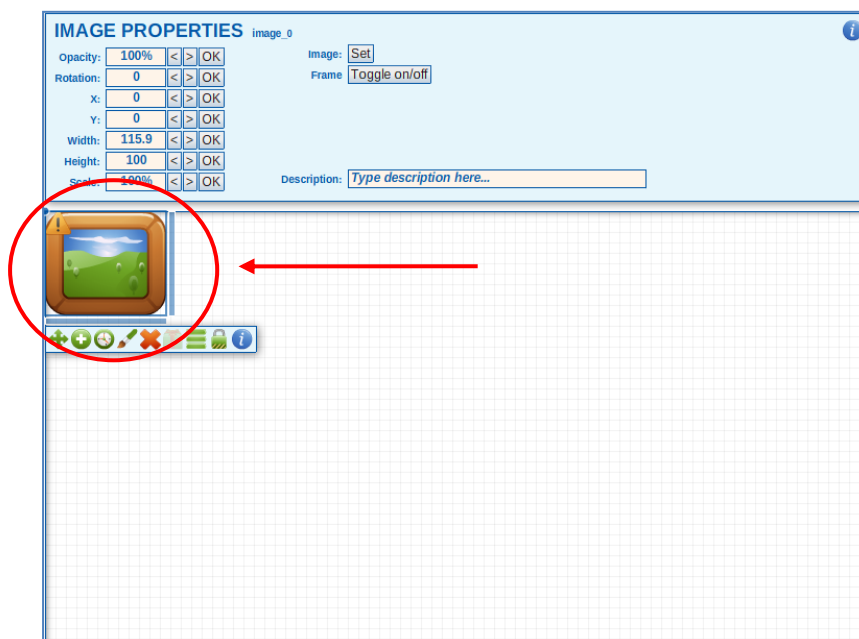
Images and photographs can be a great addition to a learning page as they can help to convey a message and when well chosen are very easily remembered.

To insert an image into a learning page:

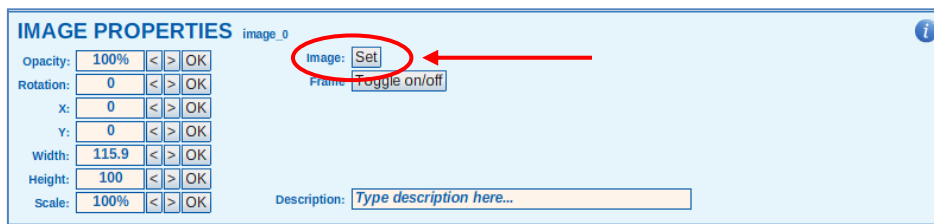
- 1) Click on the **Image** button available in your toolbox:



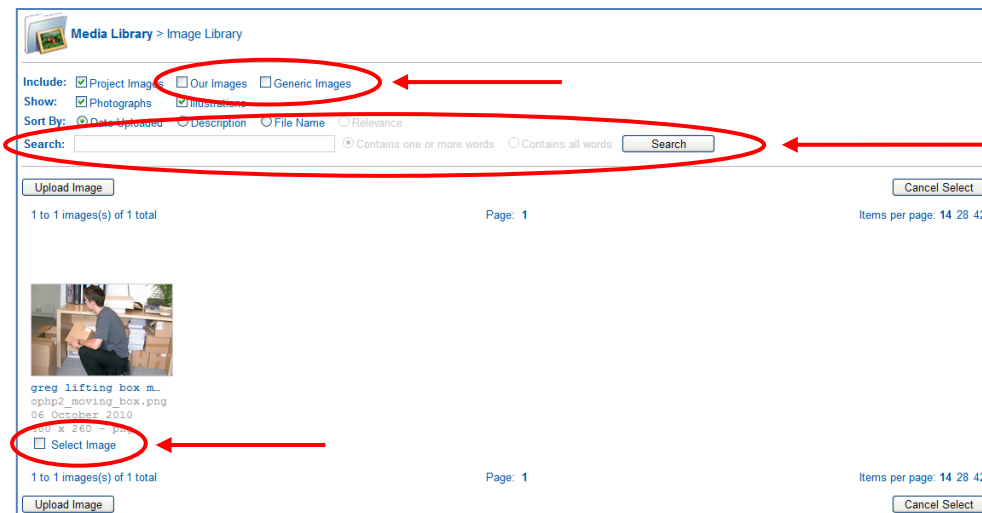
An image place holder will appear on your screen and the Properties Panel will display the Image Properties:



2) In the Properties panel, click on the **Set** button:



You will be taken to the Image Library which will display any images you have already used in your course:



To view more images, place a tick in the **Our images** (this will display all the images that have been uploaded to Course Builder by your organisation) and/or the **Generic Images** (this will display all the images made available by Learning Nexus) boxes, before using the **Search** option to look for an image suitable to your screen.

When you find the image you want to add to your screen, place a tick in the **Select Image** box available under the image. This will add the image to your screen:

