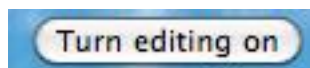


Inserting an image into a Web Page

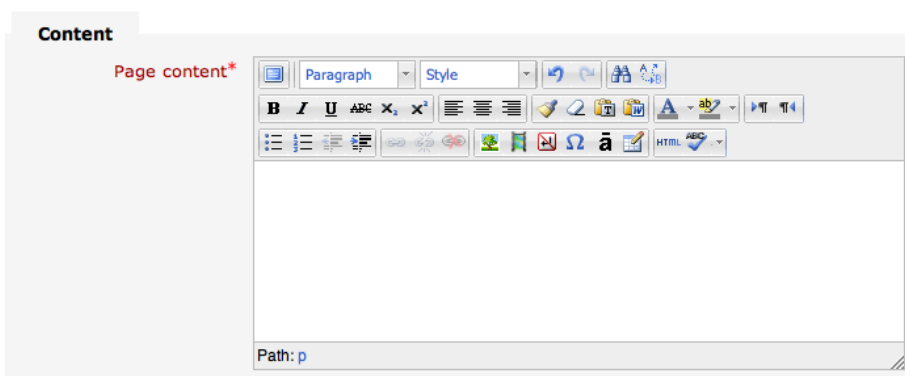
1. **Turn editing on** (top left hand corner)



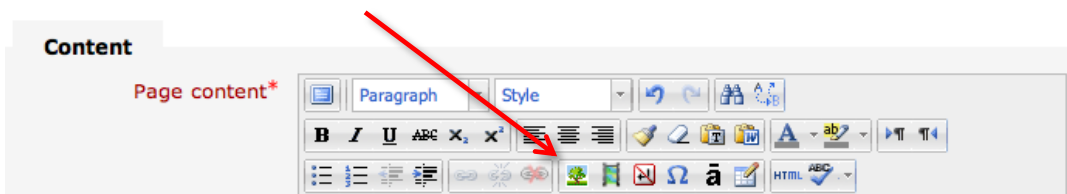
2. Click the editing tool next to the webpage you wish to add an image to



3. Scroll down to **Content** box



4. Click the **Insert image** tool



5. Click **Find or upload an image**



6. Click **Choose File** (if using Safari) or **Browse** (Firefox) and select the image you want to upload from your computer and then click **Upload this file**

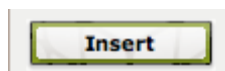
Attachment: no file selected

Save as:

Author:

Choose license:

7. Then click **Insert**



8. When you have finished scroll down and click **Save and return to course**

