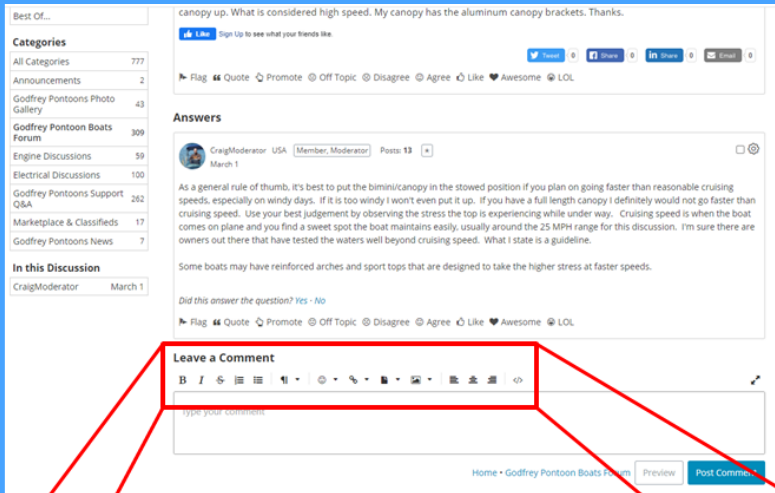


# INSERTING AN IMAGE/PICTURE TO A POST



## THIS INSERTS AN IMAGE/PICTURE INTO YOUR POST

- 1) Left click your cursor on the "Insert Image/Picture". You will get a "Drop-down" that gives you access to download your image/picture.
- 2) Left click on the "Choose Files" button and it will open your "File Explorer" window on your computer.

### YOU HAVE 2 OPTIONS

- 3) **OPTION 1** - You can copy and paste or type the URL of a picture on a photo storage site in this area, then hit enter.
- 4) **OPTION 2** - Find the image/picture you want to post then left click the selection(s), the left click "Open". Your image/picture will be inserted.

