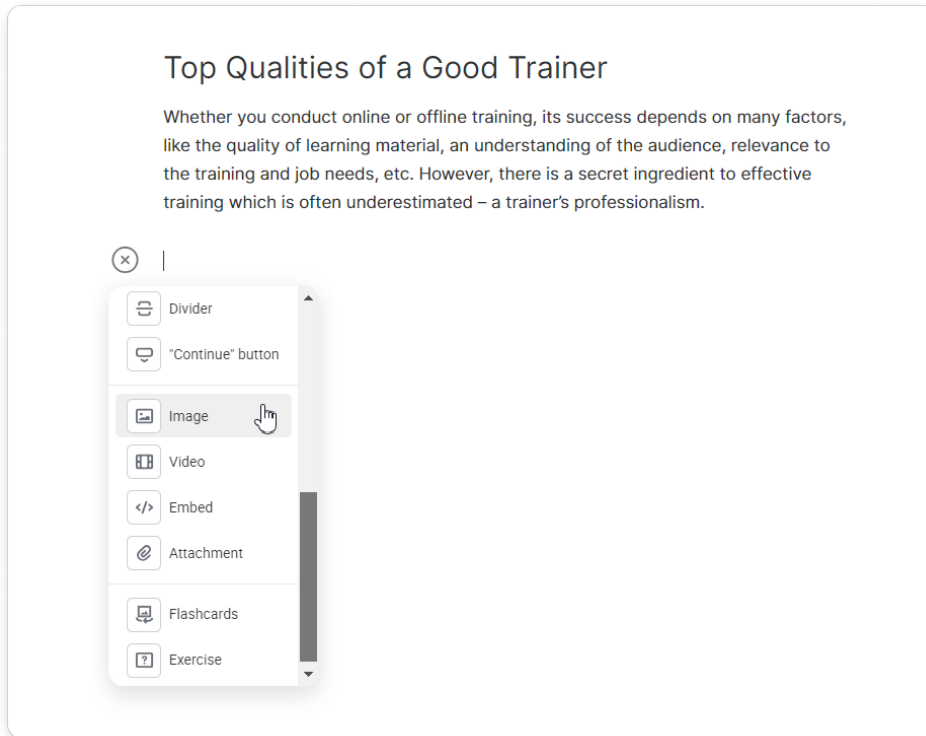


# Image

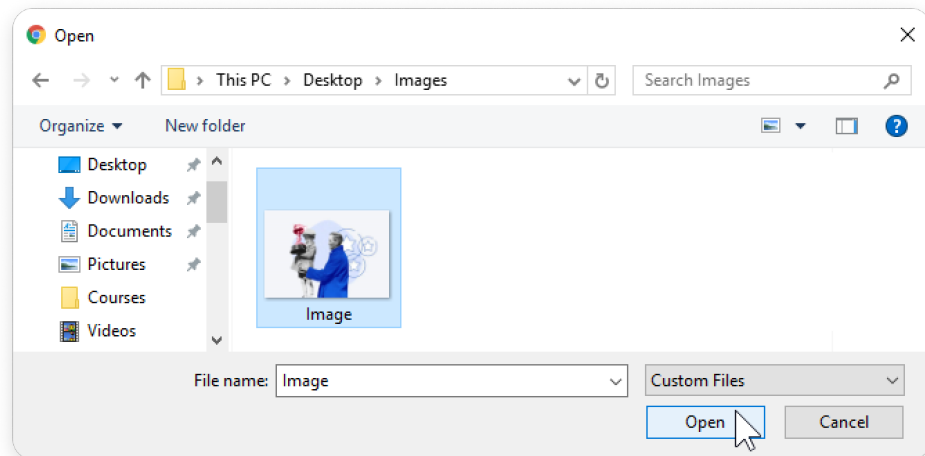
## How to add an image

You can make your courses more attractive by adding images. There are 2 ways you can upload images:

1. Click  and select **Image**.



2. Choose a file on your PC and click **Open**.



You can also drag and drop files.

## Top Qualities of a Good Trainer

Whether you conduct online or offline training, its success depends on many factors, like the quality of learning material, an understanding of the audience, relevance to the training and job needs, etc. However, there is a secret ingredient to effective training which is often underestimated – a trainer’s professionalism. This is a set of professional qualities of a good trainer which empowers them to communicate knowledge, support learners, and take responsibility for the result.



The picture will be added to the page.



1. Account Administrators can add up to 20 images and attachments together at once.
2. The maximum image size allowed is 10 MB

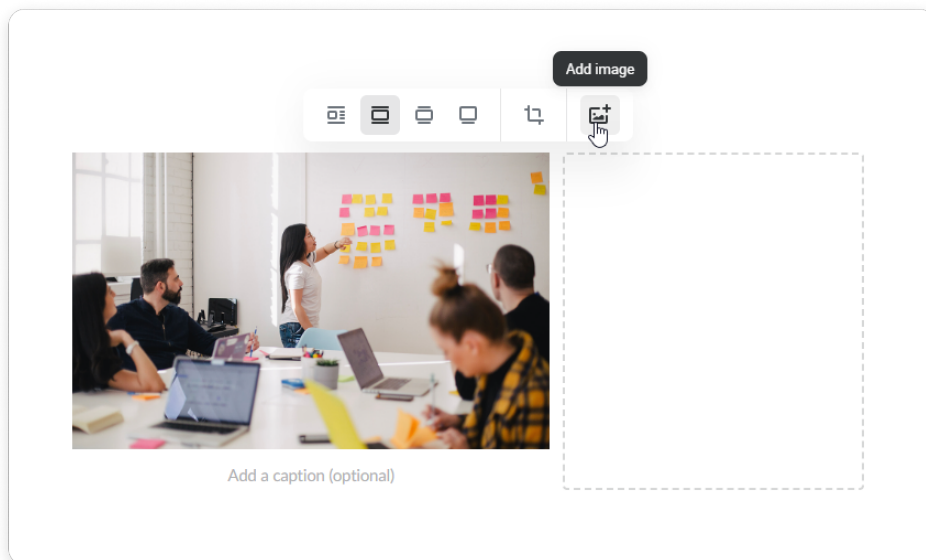
Change the image size and position with respect to the text and other elements of the page. Just click the picture and choose the way it will be displayed in the material.



Optionally, you can write a caption to the illustration. To do this, click below the image and enter the text.

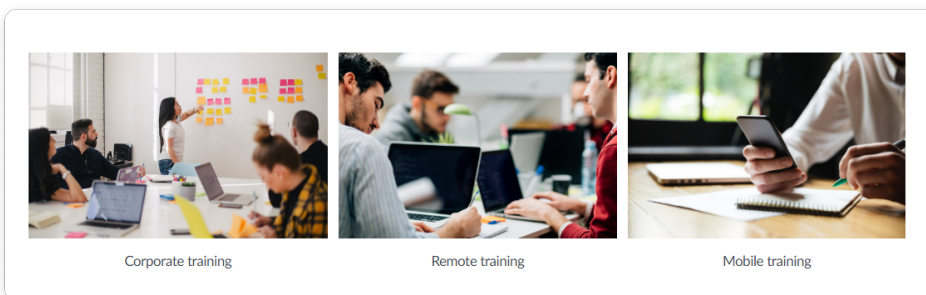
## Images in a Row

1. Click on the added image and hit **Add image** on the toolbar.



You can also drag and drop files.

2. Add captions. To do this, click on the field below the picture.

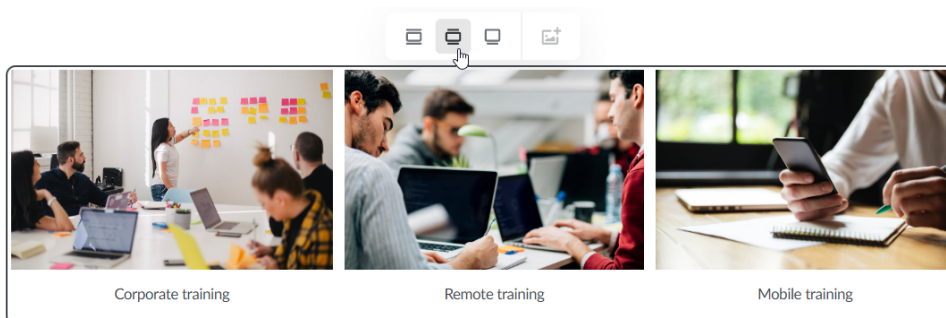


Done! You have now added an image gallery to your page.

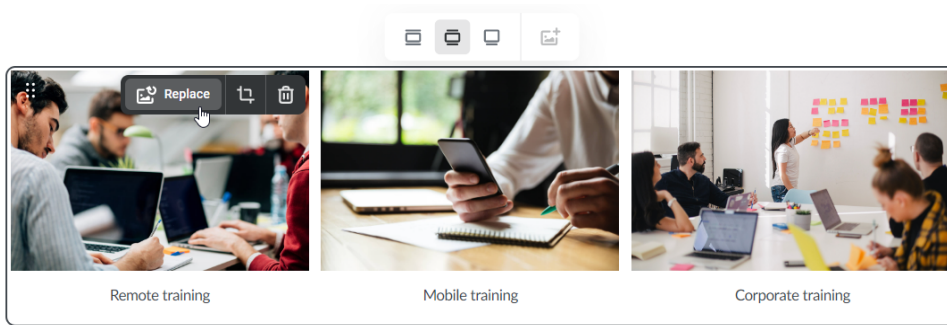
## Working with Images

1. Specify the position of your images:
  - **Text align**
  - **Wider than text**
  - **Full width**

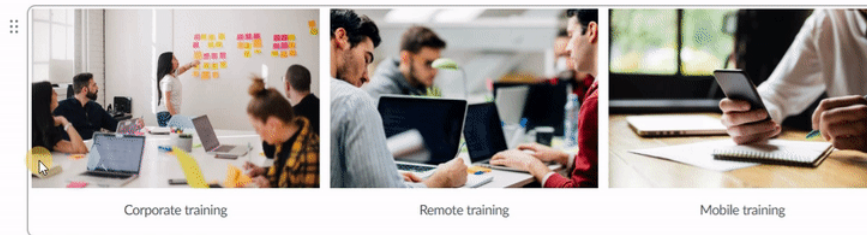
To do this, select the images and click the desired button on the toolbar.



2. Click on the picture and select **Replace** or **Delete**.



3. You can move images by dragging them wherever you need.





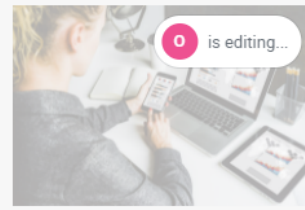
- When an author is uploading or editing images, the other collaborators cannot edit them. The area that is being edited turns gray.



Training

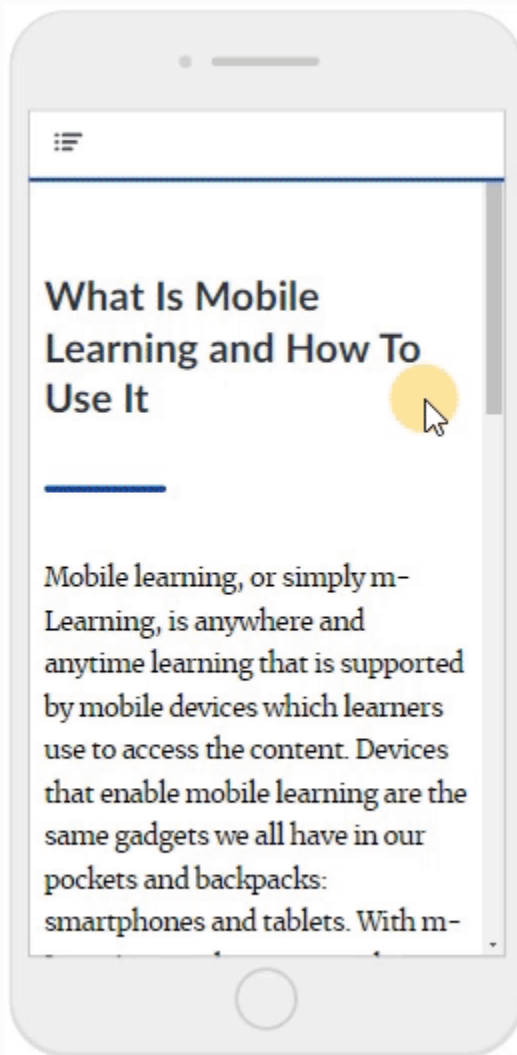


E-learning




Mobile learning

- In a web version, the images are placed next to each other. In a mobile version, they appear one below the other.



## Zooming in and out

In Preview mode, you can zoom in and out of the image by clicking  and .

To reset the original size of the image, click on .

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