# **Inserting Characters**

Vitalize your content by adding characters. In iSpring Suite you'll find characters for a variety of topics: business, casual, industrial and medical spheres.

- Adding characters to a slide
- Changing characters

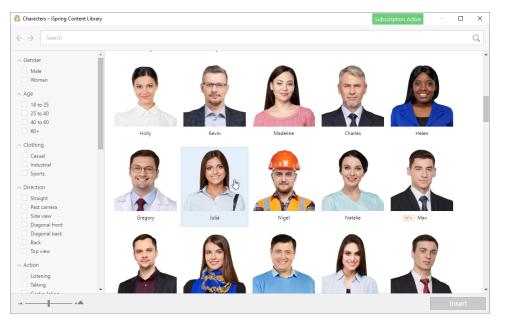
### Adding characters to a slide

To add a character from the Content Library to a slide, do the following:

1. Click the Character button on the toolbar.

Dialogue in the office - PowerPoint										
ions	Slide Show	Review	View	iSpring Suite 8	Q	Tell me wh	at you want			
/anage arration	Quiz Int		lation Sc Reco	P YouTube Web Obju reen ording	ect	Slide Templates	Characters	E Backgrounds	💽 🧯 Update Sup	
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- Enter search terms at the top, or narrow down your criteria on the left. To find the image needed, use the search option. Type in the name, keyword or pose in the Search field. When you apply the filter, the objects meeting the specified sorting conditions will be displayed.
- 3. Choose a character in the list.



#### 4. Choose the pose that you need.

🙆 Characters – iSpring Content Library				Subscription Active – 🗆 🗙
$\leftrightarrow$ Julia $ imes$ Student $ imes$				Х
∽ Gender	36	2 6	36	Julia
Male Woman				
<ul> <li>Age</li> <li>18 to 25</li> <li>25 to 40</li> <li>40 to 60</li> </ul>			3	
Clothing	Ŋ	June 200	V	
<ul> <li>Sports</li> <li>Direction</li> <li>Straight</li> </ul>			A	
Past camera Side view Diagonal front				
Diagonal back Back Top view			U	
Action     Listening     Talking     Continuinties				
	_			Insert

#### 5. Click the Insert button.

The character you have chosen will be inserted into the slide. You can change the size of the image, place, rotate, flip or crop it the way you like.

## Changing characters

To change the pose of the inserted character, do the following:

- 1. Choose the character on the slide
- Click the **Character** button on the ribbon.
   Choose the pose needed.

- Click the **Insert** button.
   The image will be replaced with a new one.