Inserting an Image

To insert an image using the Confluence editor:

1. In the page you want to change, click **Edit**.
2. At the place on the page where you want the image to appear, press <Ctrl+M>. The Insert files and images dialog box appears.
3. Select the image to insert. There is an upload files function so that you can attach images to the current page. There is also a search function to find images on other Confluence pages.
4. Click **Insert**. The image appears on the page, with a row of buttons (the image properties panel).
5. Complete the image properties.
   - Add alt text for the image as described in Adding Alt Text to an Image. **This is required for Section 508 compliance.**
   - Consider resizing the image, as described in Changing the Display Size of an Image.
   - Consider adding a link to the image, as described in Linking from an Image to Another Page.
   - Consider adding a border: Select the image and click **Border**.
   - Consider adding effects: Select the image and click **Properties**. Select **Effects**. Select one of the effects and click **Save**.

We attached an example image to this page and inserted it below, as explained in the preceding steps.

Also refer to the following Atlassian help page:

Display Files and Images