Adding Images to Discussion Board Postings in Canvas

 To add an image using an image file you've uploaded to Canvas:

- You can post an image by uploading the image to Canvas.
- Find your image and save to your computer.
- Click on your profile picture in the course navigational menu (upper left corner of your screen under the CCSF symbol).
- Select "files" in the menu that slides out.
- Select the "Upload" button in the upper right corner of that page, and follow prompts for uploading the image file.
- When you are ready to post your image, select the "Embed Image" button at the top of your text editor box. It's the button that looks like an image of mountains and the sun. It's in the second row, 5th button over.
- In the image source box that pops up, select the "Canvas" tab and then "My files."
- Find your image and hit "update."

 To add an image to your posting using Google:

- Find the image using Google Images.
- Select the image.
- The image is now bigger and in the middle of your screen. Right click the image, and select "copy image address."
- Enter the discussion board in Canvas, and select "Reply" to the prompt to start your posting.
- When you are ready to place your image in your posting select the "Embed Image" button at the top of your text editor box. It's the button that looks like an image of mountains and the sun. It's in the second row, 5th button over.
- An image source box will pop up where you can place your copied URL.
- Then hit "update," and your image should appear in your posting.