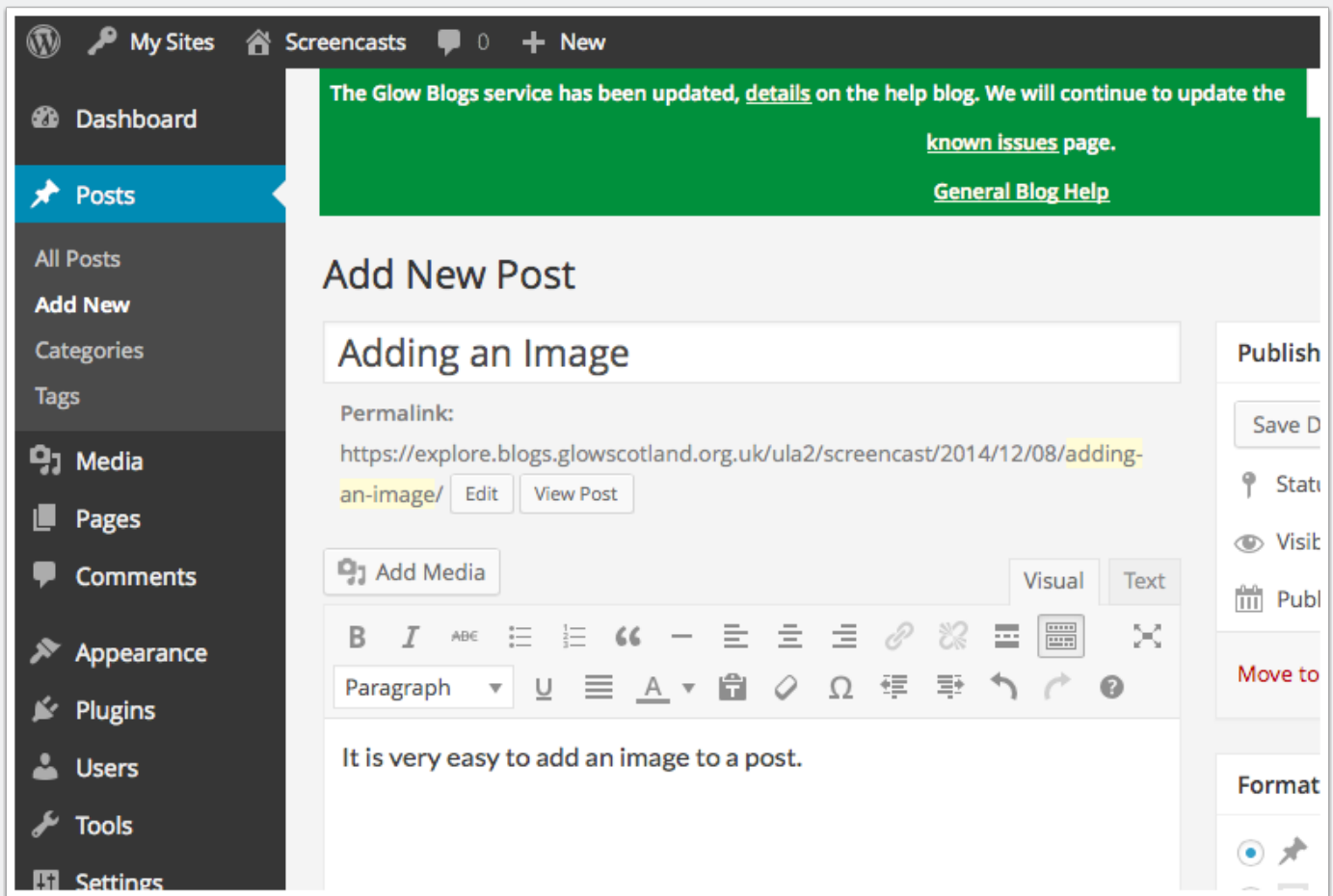# Adding an image to a post

Create a post

1. In the dashboard click Add New to create a new post.
2. Give your post a title.
3. Place the I-bar in the body field where you want the image. (*This could be between text*)
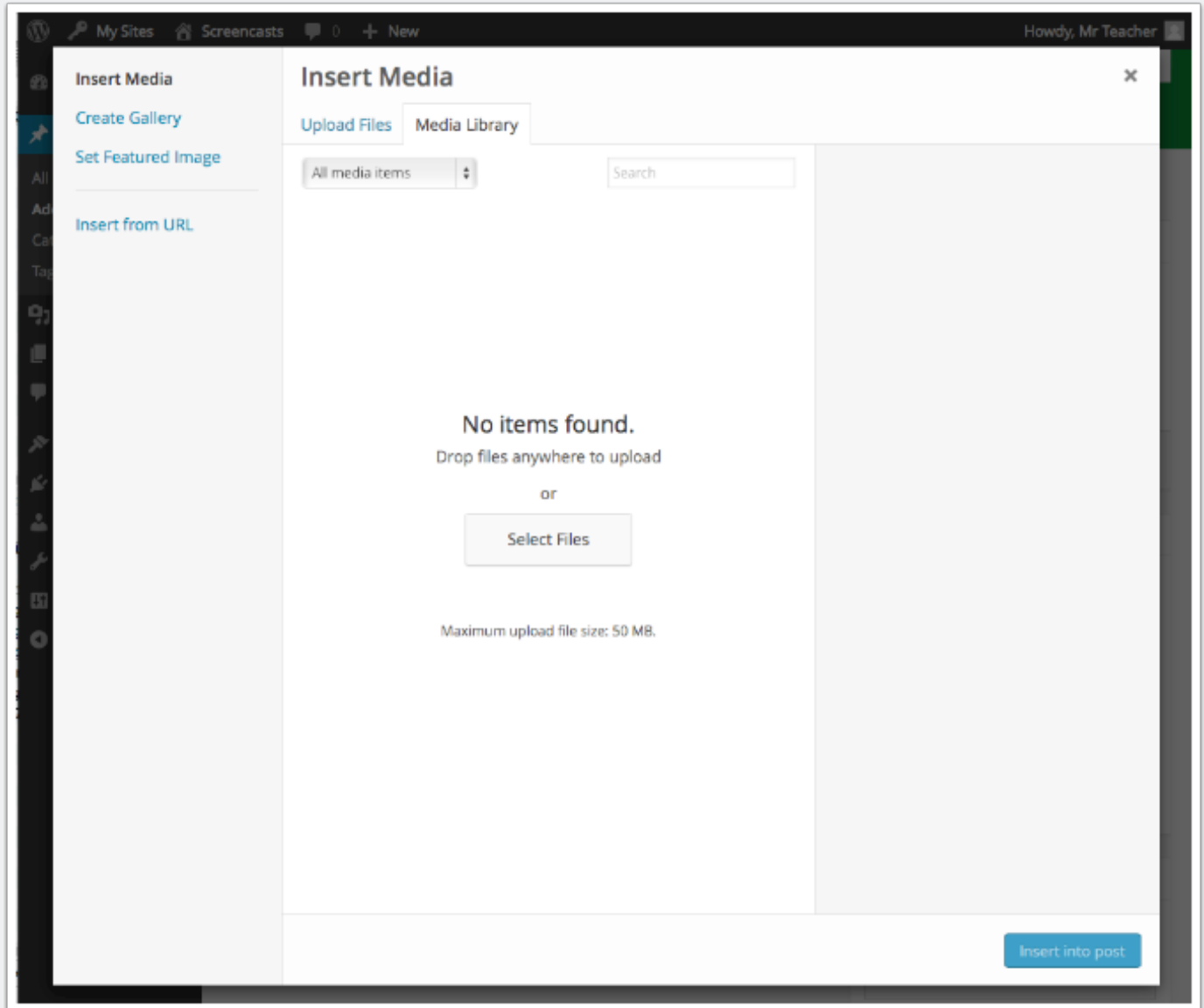4. Click the **Add Media** button.

Select the image

A 'lighbox' window open up

Adding an image to a post

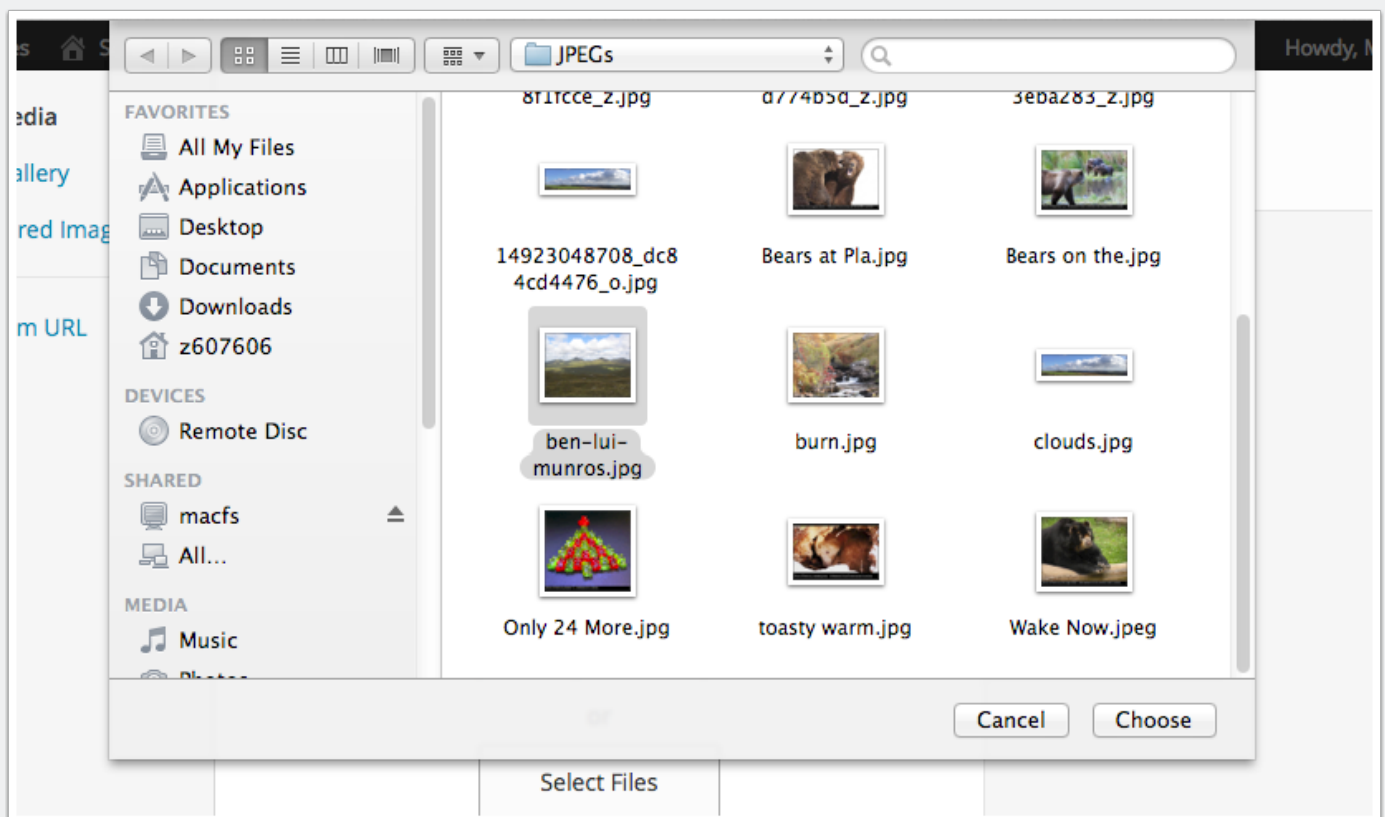Click Select Files (or drag on some images)

Adding an image to a post

Select file(s) to upload

In the file dialog that opens

1. Choose an image

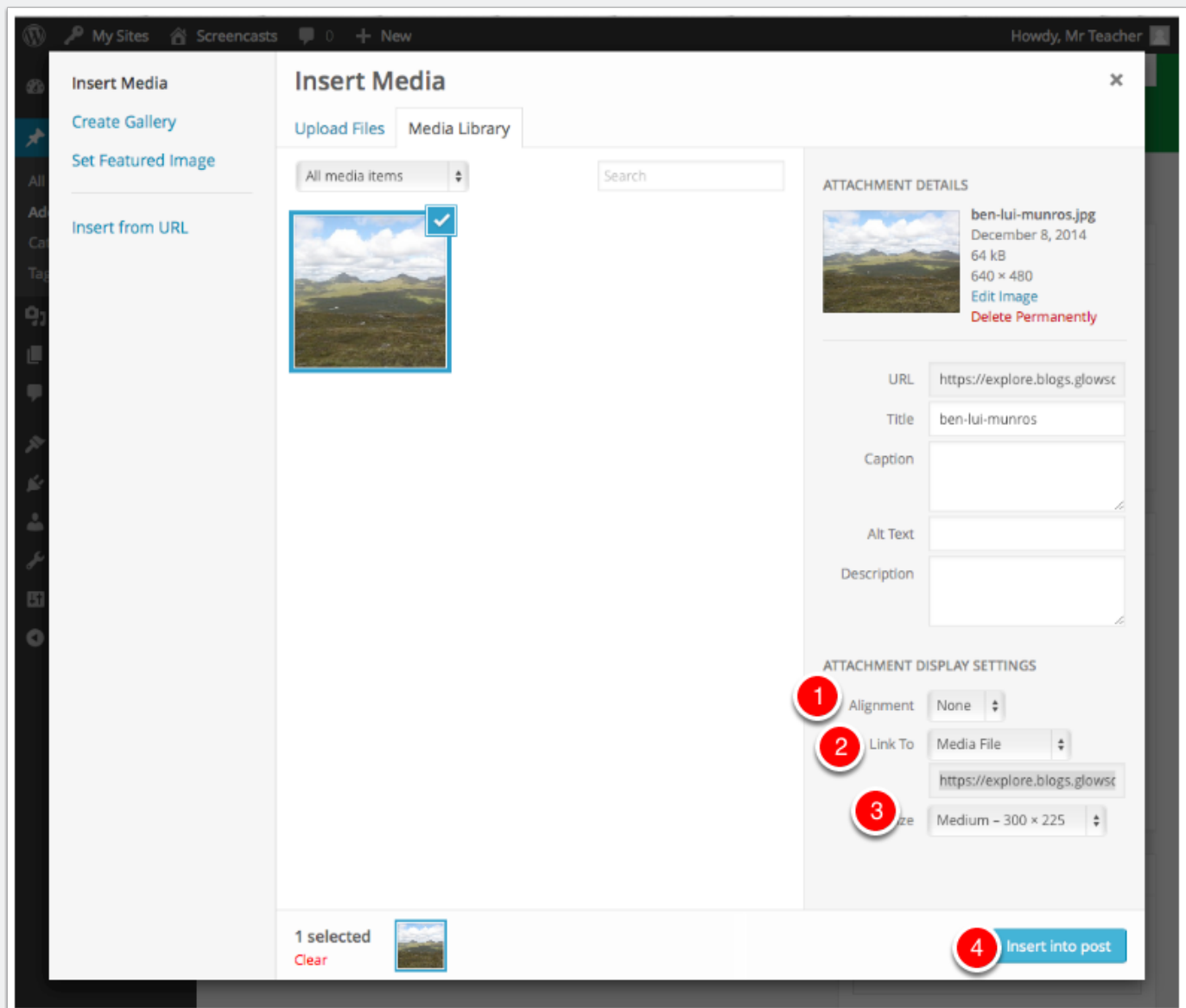2. Click Choose (or Open depending on browser)

Image settings

The uploaded images will be selected (the tick). You can change the alignment **[1]**, the link for visitors clicking on the image **[2]** and the size of the image [**3**], before clicking insert **[4]**.

If you are using the lightbox plugin to show larger versions of the image without leaving the page set **Link To** *to* **Media File.**

Adding an image to a post

Finish the post

The image is inserted into the post editor. You can click on the image, as in the screenshot to see the x to delete or the pencil to edit the image settings.

You can finish the post and publish it in the usual way.