Image Component

Description of Component
The Image component is used to display an image on a web page.

How to Use the Component
1. You can identify the Image component in the Web Author toolkit as follows:

2. Drag the component onto the page in the place where you want the text to display.

3. Or, right click and select New.

The component displays on the web page similar to the example below. Please note the dimensions are dependent on the area width of the column where the component is used.
4. Double click or right click to edit the component.

5. Drag an image from the Content finder or upload from your PC.
6. If you need to crop the image, click Crop to bring up the editing options.
7. Type an Image title in the field.

**Image title**: Man at computer looking at screen

Add a short description to meet accessibility requirements
8. To add option click on the Options tab.
9. Select a caption layout.

10. Enter the caption text.

11. Select the caption background color.
12. Select the width percentage of the image for the column. You can leave this as default.

```
<table>
<thead>
<tr>
<th>Width Percentage</th>
<th>100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sets the width of image to the column (e.g. 50 for 50%)</td>
<td></td>
</tr>
<tr>
<td>Link to</td>
<td></td>
</tr>
<tr>
<td>Link to pages on this site. To link to external web pages use the format: <a href="http://example.com">http://example.com</a></td>
<td></td>
</tr>
</tbody>
</table>
```

13. Select a link path from the system or link to an external source using the correct format.

```
[Image of file explorer with folders and files]
```

14. Click OK to save the changes and to display on the web page.

You can also click on the Help button to view additional Help related materials.
Result
An example of the result based on the selections made for the component.

Example caption