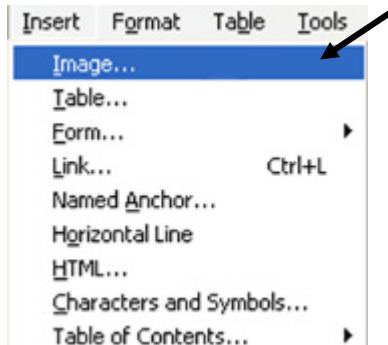


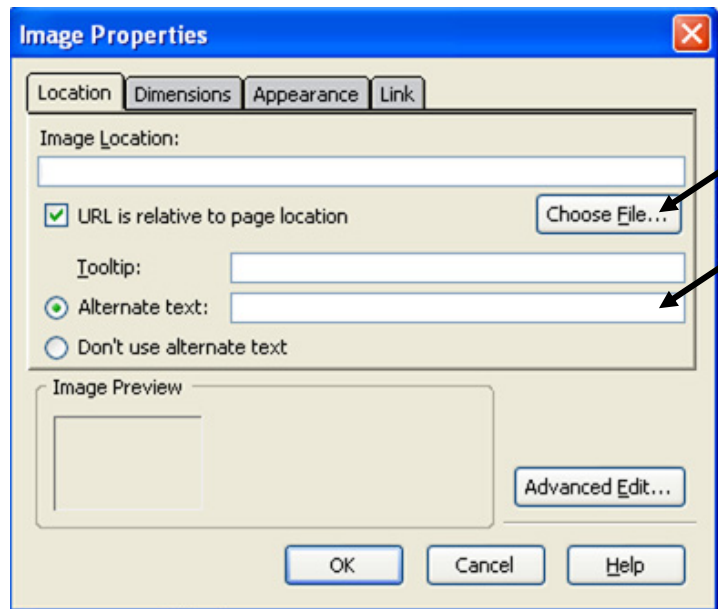
## How to Insert and Align an Image using Nvu

### To insert an image...

1. Move your cursor to the location on the web page where you want to insert the image.
2. Click on **Insert > Image**.



**NOTE:** The Image Properties box will appear.



3. Click on “Choose File” to locate the image file you want to insert.
4. Enter text that describes the image in the “Alternate text” text box and click “OK.”

**NOTE:** Reader programs, used by individuals who are sight-impaired, read alternate text.

## To align an image...

1. Click on the image to select it.

**NOTE:** Sizing handles in the form of small square boxes will appear on the border of the image.



2. Click on the “Align Left,” “Align Center,” or “Align Right” icon at the top of the page.



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