## **Inserting Images into Your Custom Page**

You can add an image (and other forms of media) to your custom page. To learn how to create a custom page, refer to the Creating a Custom Page help document.

Follow these steps to add an image into your custom page:

1. In editing or creating a Custom Page, place your mouse cursor in the location you would like your image to be inserted and select the Add Media button (see below).



2. This will open the media library, where you can upload an image in the Upload Files tab or use an existing image in your Media Library tab.

Insert Media	Insert Media
Create Gallery	Upload Files Media Library
Insert from URL	
	Drop files anywhere to upload or Select Files
	Maximum upload file size: 2 MB.

3. Select your image and then select Insert into Page to add to your page (see below).

	IENT DETAILS
	aComTest.jpg December 9, 2014 682 kB 2200 × 1182 Edit Image Delete Permanently
	URL http://agent.moxiworks.com
	Title aComTest
Сар	ation
Alt	Text
Descrip	ation
ATTACHM	IENT DISPLAY SETTINGS
Alignm	nent None 🔻
	ik To Media File 🔻
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Lin	http://agent.moxiworks.com

a. NOTE: You can add optional details to your image and adjust the image display settings (see above, circled in Red).