# HOW TO CREATE AN IMAGE LINK USING THE FACTS AND FIGURES APP
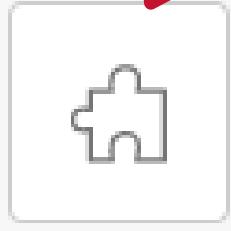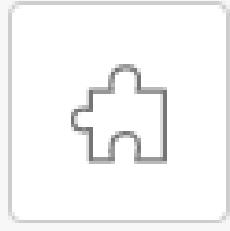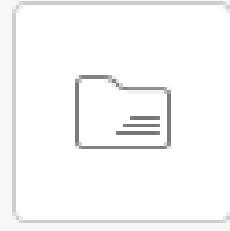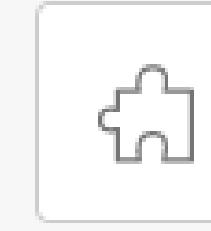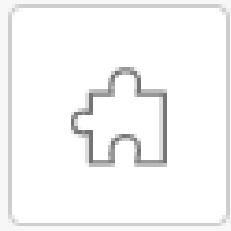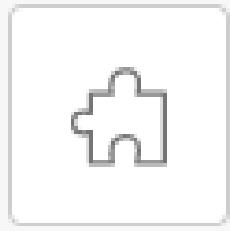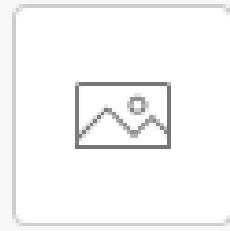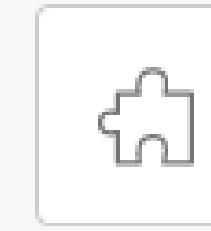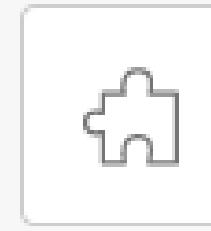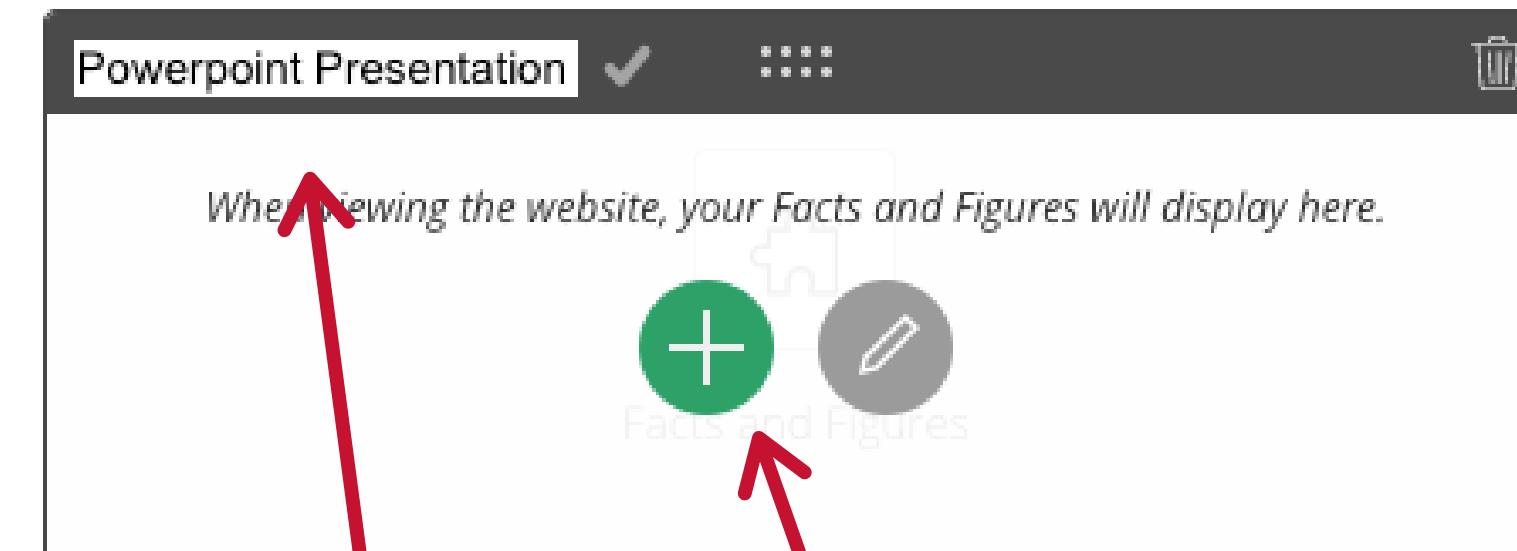
Add Item

Image:

Custom ⌄

SELECT FILE /cms/lib/TN50000520/C

☐ Apply Color from "Image Color" Color Picker

Color picker is below. Le

Image Color:

☐ □

Image Dimensions:

Applies equally to width and height. Default is 40.

600

☐ Hide Title

* **Title:**

Powerpoint Presentation

ccess Committee

Url:

☐ Hide Caption

Caption:

This is the powerpoint presentation for the Digital Access Committe

☑ Link Item

Url:

https://myemail.constantcontact.com/Webmaster-Updates--Websi

☑ Open Url in a New Window

Save   Cancel

SELECT CUSTOM IN THE IMAGE DROP DOWN THEN SELECT YOUR IMAGE FILE HERE.

YOU CAN ADD A CAPTION TO APPEAR BELOW THE TITLE, BUT IT IS OPTIONAL.

YOU CAN ALSO HIDE THE CAPTION BY CLICKING THE BOX.

WE RECOMMEND TO SET YOUR IMAGE DIMENSION TO 600, BUT YOU CAN CHOOSE ANY SIZE YOU WOULD LIKE.

BE SURE TO CLICK LINK ITEM OR THE IMAGE WILL NOT LINK!

ADD A TITLE THAT WILL APPEAR BELOW THE IMAGE. YOU CAN CLICK THE BOX ABOVE IF YOU DO NOT WANT THIS TITLE DISPLAYED.

ADD THE URL TO A FILE USING SHARING SITE LIKE GOOGLE OR DROPBOX OR LINK ANOTHER SITE ON YOUR WEBPAGE HERE.

CLICK SAVE.

Powerpoint Presentation

This is the powerpoint presentation for the Digital Access Committee

THIS IS HOW IT WILL DISPLAY ON YOUR PAGE. THE WHOLE IMAGE WILL BE LINKED.

AGAIN, THE TITLE AND CAPTION ARE OPTIONAL IF YOU USE A GRAPHIC THAT CONTAINS TEXT.

DON'T FORGET TO CLICK LINK ITEM OR THE IMAGE WILL NOT LINK!**