Add Image to ‘About the Instructor’

1. In the course you would like to add your image to, click “About the Instructor.” Be sure that you are in “Author” view.

2. In the Visual Editor, click the insert image button.
3. Type your name in the “Descriptive text” area. Next, you will click “Browse” to find your image on your computer. Scroll down to the end of the page and click “Insert Image.”

Note: You can resize your image in “Author” view if your image is way to big. Click on the image and hold down the shift key and drag one of the corners in to make it smaller.

4. Once you have the layout how you want it, click “Save Changes.”