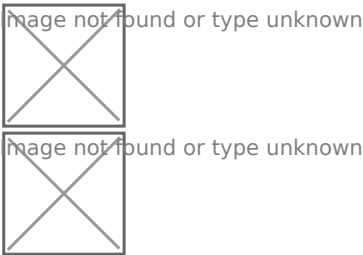


# How To Upload An Image

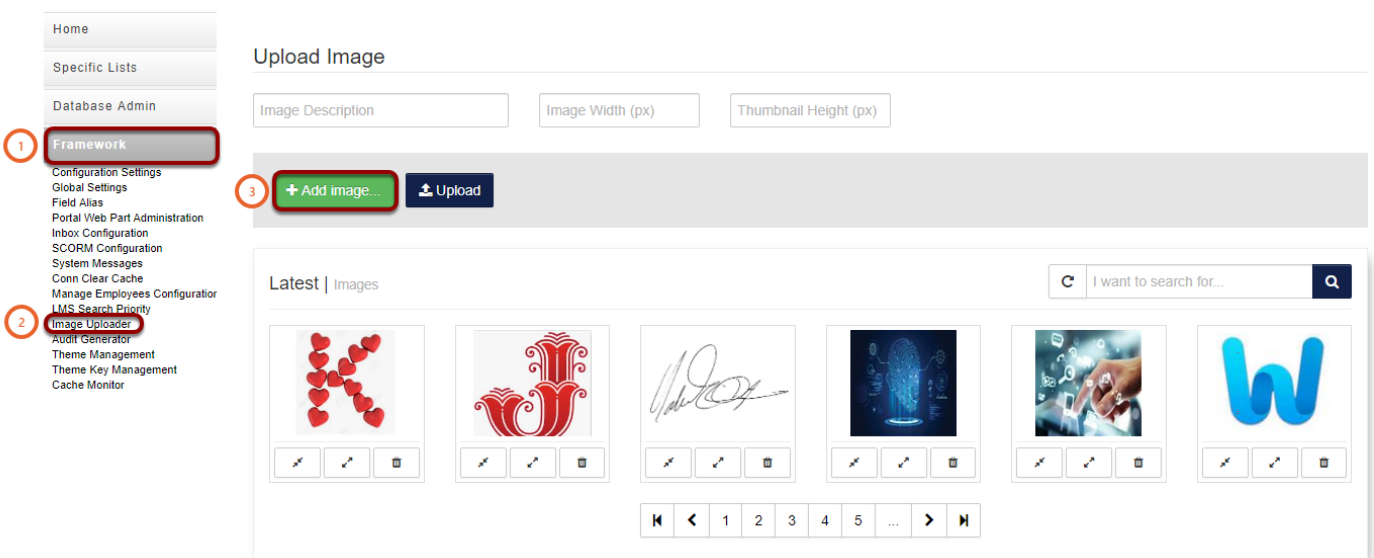
## How to get there?

Click on System Administration (1), then with your cursor hover over System Administration (2) | Tools (3) | Configuration (4).



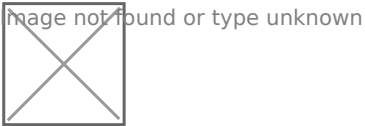
## What to do?

- Click on Framework (1).
- Then Navigate to Image Uploader (2).
- Click on the Add image... (3) button.
- A new file explorer window will open.

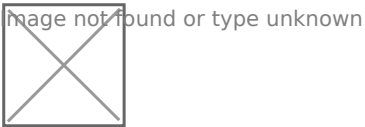


- Navigate to and select your image you would like to upload (4).

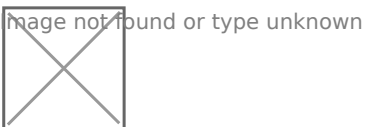
- Click on open (5).



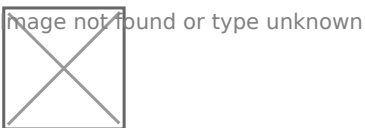
- You can now enter a name for your image (6) to make searching easier.
- Click on the Upload button (7) to upload your image.
- A new window will open.



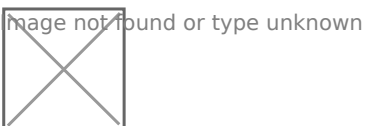
- Two links will appear (8):
  1. Image Url: (This is the original size image that you have uploaded).
  2. Thumbnail Url: (This is a smaller size image than what you have uploaded).
- Now you can click on Done (9).



- Click on the icon at (10) to open the Thumbnail in you browser.
- Click on the icon at (11) to open the original size image in your browser.
- Click on the Delete icon (12) to delete your image



You can copy any of these links at step (8) or (13) when you would like to add the image.



# Add an image to a pathway step

## How to get there

Click on System Administration (1), then with your cursor hover over Module (2) | e-Learning (3) | Learning Management (4) | Maintain Learning Pathway (5), then select the pathway you would like to edit (6).

image not found or type unknown



image not found or type unknown



image not found or type unknown



# What to do?

- Click on the Preview (1) tab.
- Ensure you are in Edit (2) mode.

Pathway Node Detail	Target Audience	<b>Preview</b>	Learning Store
---------------------	-----------------	----------------	----------------

Ref: 494 Name: Upload an image 1

Add Node	Edit Node	Add Pathway	<b>Edit Node Detail</b>	Print	Preview as User	Maintain User Pathway	View Progress	Configure Pathway SMS Notifications
----------	-----------	-------------	-------------------------	-------	-----------------	-----------------------	---------------	-------------------------------------

Employee: **Captain Kurk (Captain Kurk)** 2 **View/Edit Mode: Edit**

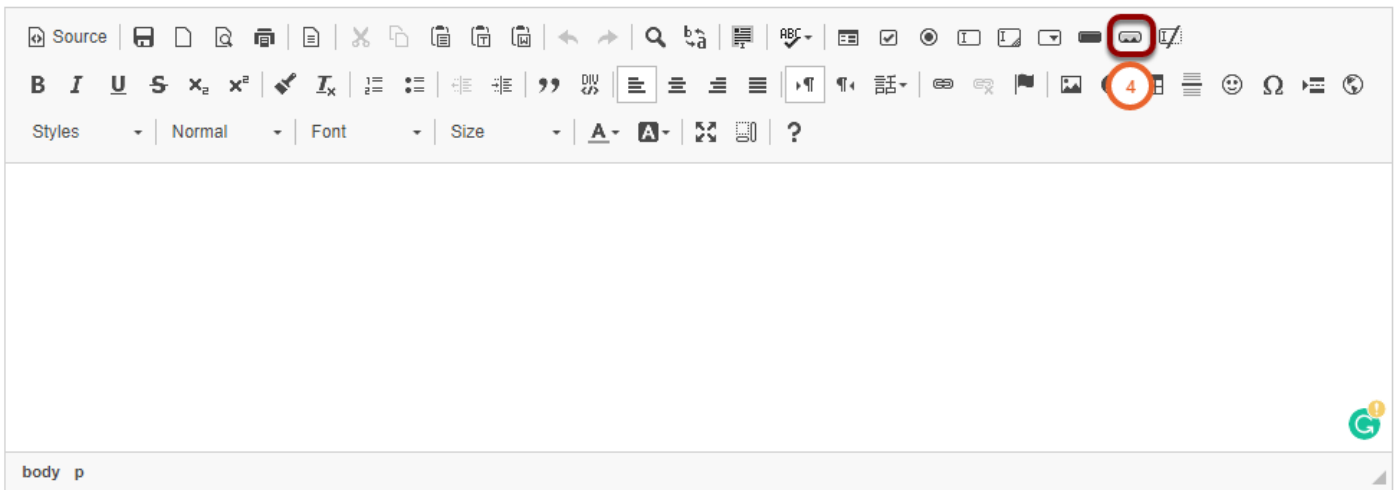
**Legend**  
✎ Edit Item ✖ Remove Item ★ Pre Requisites ➕ Add Item in position 🔄 Auto Renumber

- Click on the edit symbol (3) were you would like to insert the image.
- A new window will open.

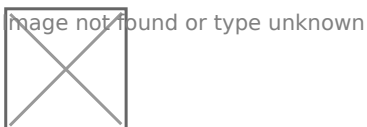
Step 3: Image upload	4   ✖ ★ ➕
----------------------	-----------

Rounda Video 3

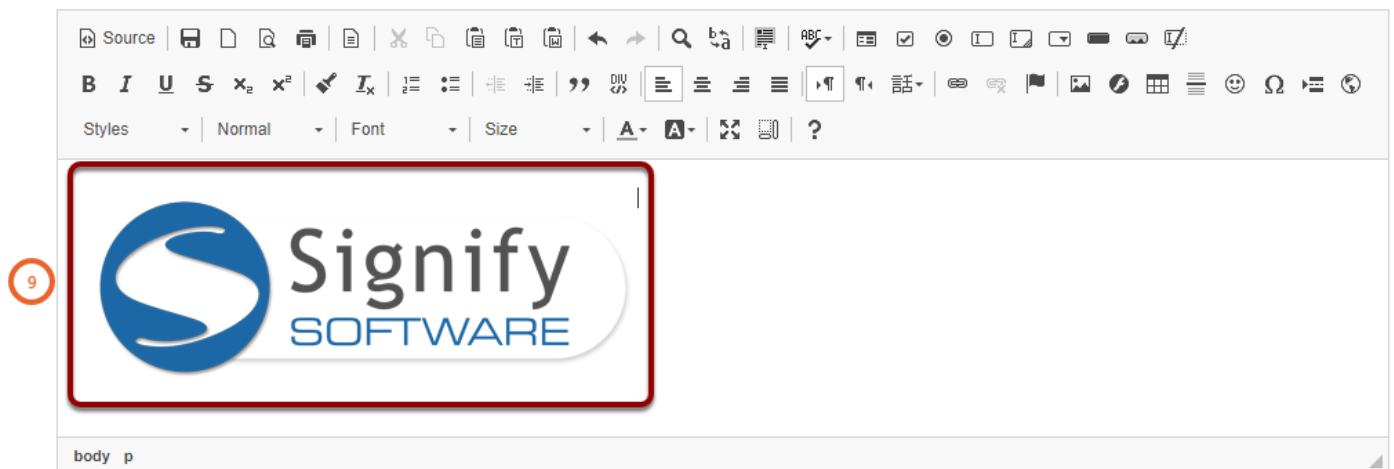
- Click on the image symbol (4).
- A new window will open.





- You can edit the dimensions of the image (6).
- Preview the image in the Preview field (7).
- Click on OK (8) when you are done.



- Ensure that the image you inserted is correct (9).
- Then click on Save (10).



Startup Page   \* Startup Page does exist. 


(Either .htm or .html extension - Browser compatible)

Local PC Path  (Location of the content on the employees local PC)

(E.G. file://C:/SimulationContent/SimulationName/)


Interactive ☐

Settings

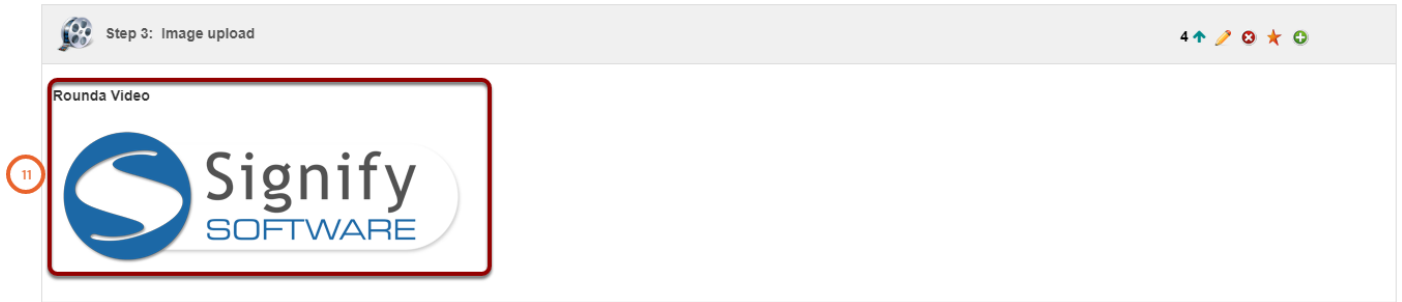
Log to Learner Record ☐  If this setting is off, no learner record will be created when a user completes this step.

Lock Pathway Step ☐

Please note that this is not for SCORM Content

 Save Save Add New Close

- Ensure that you are happy with the image in the pathway step (11).



Revision #1

Created 28 March 2021 18:49:16 by Lizette Lotter

Updated 31 March 2021 17:52:03 by Lizette Lotter