ADDING IMAGES

**COMPFIGHT SAFE PHOTOS—An Edublogs PLUGIN (see dashboard) that searches and a CC photos**

1. Open a post box.

2. Place your cursor where you want your photo to go.

3. Click the button (found above the post box) that says COMPFIGHT.

4. Type in your search term. Click search.

5. Find the photo you want and click the size:

* M medium
* L large
* F featured

6. Click the picture to make the edit lines appear around the perimeter.

7. Adjust the size by dragging a corner or side in or out.

8. Adjust the photographer’s name so that it appears under the photo. Do not delete this name/link! It is part of the legal requirement for using a Creative Commons image.

9. Click SAVE DRAFT.

NOTE: If the photographer’s username is inappropriate for school, choose another photo.

**PIXABAY -- A source for** [**Creative Commons License Zero**](https://creativecommons.org/choose/zero/) **photos**

1. Go to pixabay.com
2. Type in your search term
3. Click on the photo you want.
4. Select your size.
5. Click the green download button.
6. Type in the captcha code.
7. Click download.
8. Go to your blog post box.
9. Place your cursor where you want your photo to go.
10. Click the ADD MEDIA box (next to the COMPFIGHT button)
11. Click UPLOAD FILES
12. Click SELECT FILES
13. Go to your DOWNLOADS folder
14. Find your photo and click on it to open it.
15. On the sidebar, you can use the “Caption” box to type in **Pixabay CC0** or you can type this step yourself later.
16. On the sidebar, choose your options for size and alignment of photo.
17. Click INSERT INTO POST.

**PERSONAL PHOTO**

1. Have a parent’s permission.
2. Have the photo saved in your home folder.
3. Follow steps #9-17 above (except the folder you will choose will be HOME FOLDER instead of DOWNLOADS.