

Uploading Images, Documents, or Podcasts to Your Blog

The first step to adding an image file (jpg, gif), a document file (Word, Excel, PowerPoint, PDFs), or a podcast is to browse to and upload the file to your blog. From the *Write Post* or *Write Page* panel, head up to the *Add media* section of the visual editor.

Write Post

Click on the icon of whichever media type you wish to upload (*Add an image, Add video, Add audio, Add media*). Browse to wherever you have saved the file, select it, and click on the *Upload* button.

Formatting Images

You can do some formatting to an image as you are uploading it. Besides selecting the alignment, you can also choose between *Thumbnail*, *Medium*, and *Full size*.

eb1.gif
image/gif
2008-05-25 14:06:29

Title

Caption
Alternate text, e.g. "The Mona Lisa"

Description

Link URL
None File URL Post URL
Enter a link URL or click above for presets.

Alignment None Left Center Right

Size Thumbnail Medium Full size

You can also realign images after uploading them into a post. Select the image and then click on the tree icon.

Title

Jump Starting the 31-Day Comment Challenge

Permalink: <http://blogwalker.edublogs.org/2008/05/05/jump-starting-...ment-challenge/> [Edit](#)

Post

Add media:

Visual HTML

Paragraph

Since today is already May 4, I'm doing a little crunching to catch up on the 31-day Comment Challenge, following the guidelines in the [wiki](#).

Day One Activity: The kick-off is a commenting self-audit and a reading activity.

Path: p > img

Insert/edit image

Insert/edit image

Image URL

Image description

Alignment

Dimensions x

Border

Vertical space

Horizontal space

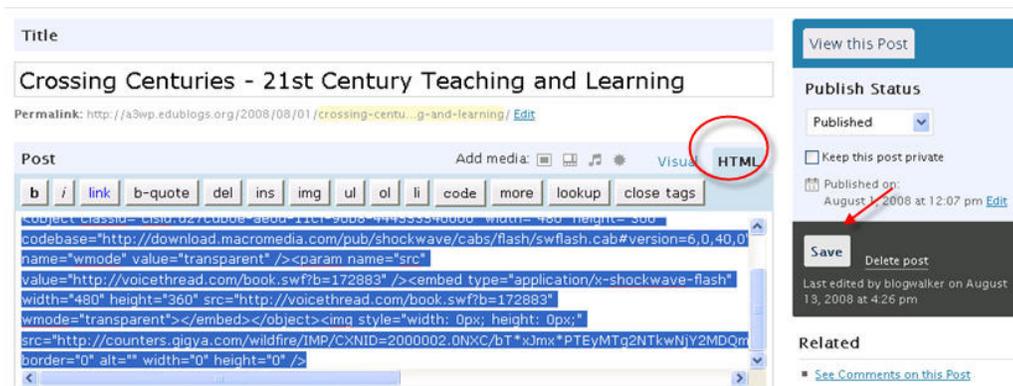
Class

From the *Insert/edit image* screen, use the dropdown menu to choose your alignment preference. You can also add some padding around your image by adding a few pixels to the *Vertical space* and/or *Horizontal space* boxes.

Embedding Media

Besides linking to a media file (e.g., YouTube, SlideShare, VoiceThread), you can also embed the file. You will need to copy the embed code from the media site and then open the *HTML* editor of your post or page. Put your cursor wherever you wish the media to appear and paste it in. Save and you're done...unless you're using Internet Explorer for your browser.

Here's a tip you will need for working with IE: Once you've pasted the embedding code into the *HTML* editor, click on *Publish* or, if you've already published this page or post, click on *Save*. Do *NOT* go back into the *Visual* editor. For some reason, with IE, if you head back into the *Visual* editor, the embed code changes, which is not good.



The screenshot shows the Edublogs editor interface. The title of the post is "Crossing Centuries - 21st Century Teaching and Learning". The editor is in the "HTML" view, with the "HTML" tab selected and circled in red. The embed code for a Voicethread audio player is pasted into the editor. The code includes a `<object>` tag with a `codebase` attribute pointing to a Macromedia download, a `<embed>` tag with a `src` attribute pointing to a Voicethread audio file, and a `` tag with a `src` attribute pointing to a GIGYA wildfire image placeholder. The `` tag has a `width="0" height="0" alt=""` attribute. The `</object>` tag is also present. The editor toolbar includes buttons for bold, italic, link, b-quote, del, ins, img, ul, ol, li, code, more, lookup, and close tags. The "HTML" tab is circled in red. The "Save" button is also circled in red. The "Publish Status" section shows the post is published and the "Save" button is highlighted. The "Related" section shows a link to "See Comments on this Post".