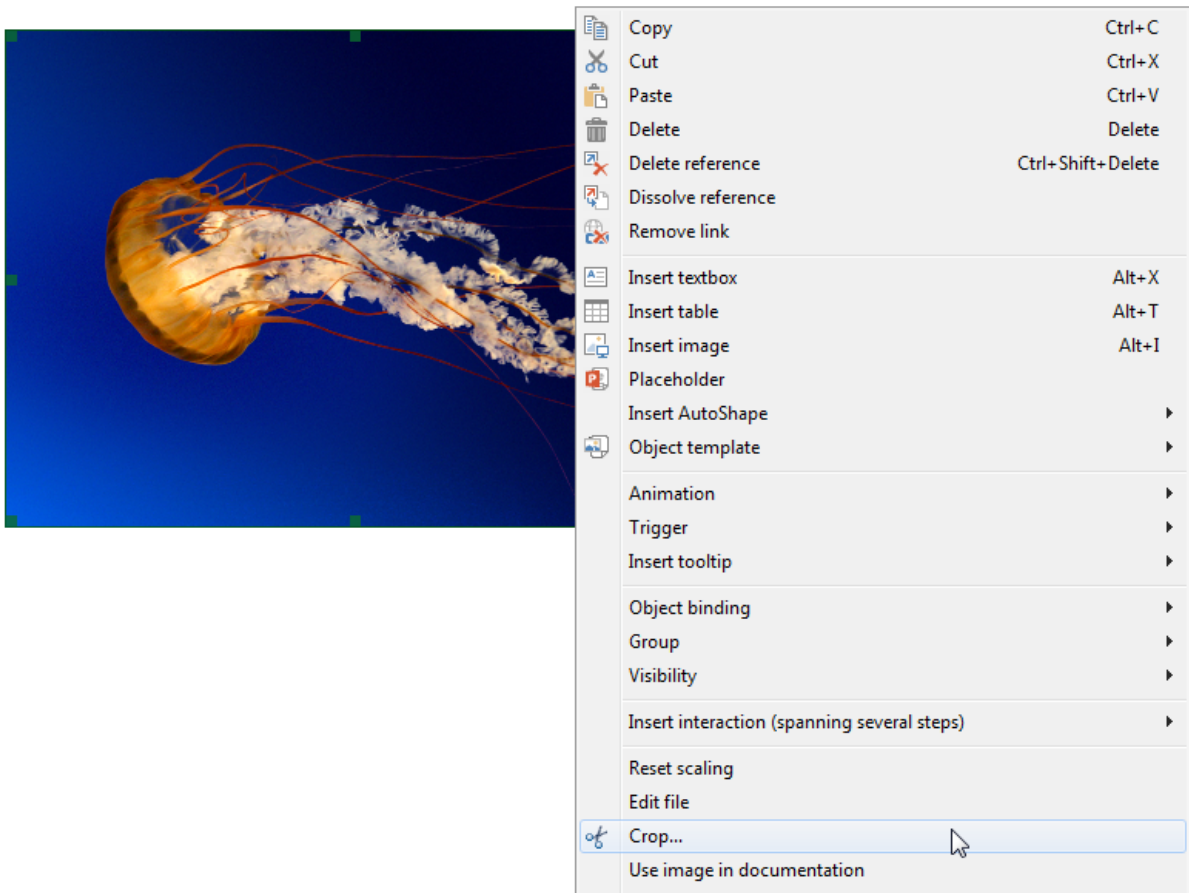


# Images

This documentation will reveal how to edit, crop and scale an image in the E-learning or Documentation view.

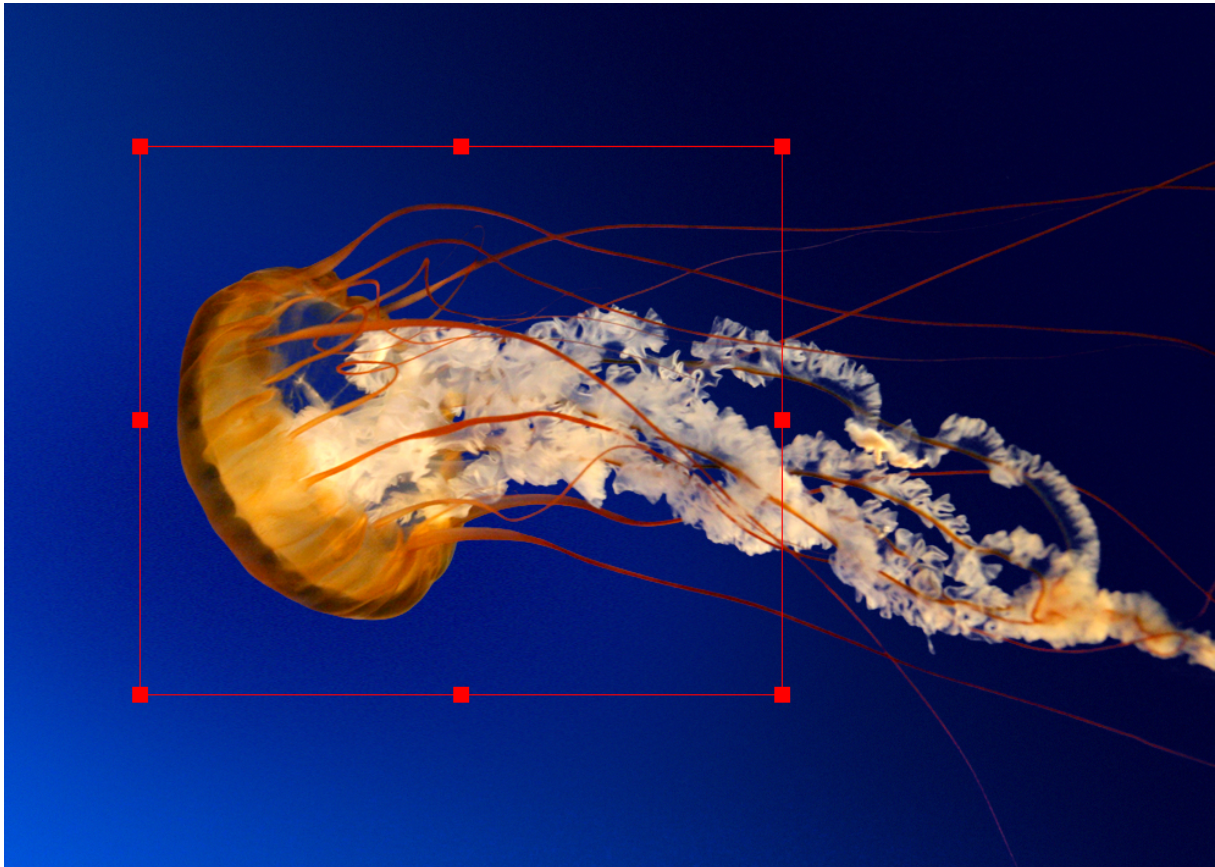
Images can be edited in both the *Documentation* and *E-learning* views. You can edit an image by right-clicking to open its **context menu**. There you can choose between two options for editing the image:



## 1 Cropping and editing

The **Crop** option allows you to specify the part of the image that is to be displayed in the current view.

This opens a new dialog in which you can specify the desired image cutout. While keeping the left mouse button pressed, drag a red frame around the desired part of the image.




The sizing handles on the frame allow you to change the cutout area.

The dialog can be closed again via the **Dialog** menu. The **OK** button is for confirming your selection.

Once you have finished editing the image, only the part of the image you just selected will be displayed in the current view. Furthermore, the **Crop** value was set to **yes** in the list of object properties and the values for the image cutout were entered. The cutout can also be specified with pinpoint pixel accuracy by changing the cutout values in the list of properties.


The **Edit file** menu option opens the image for editing. The graphics program used for opening the file can be defined in the User Preferences (Content, Image editing software).

 Images cannot be rotated.

## 2 Scaling

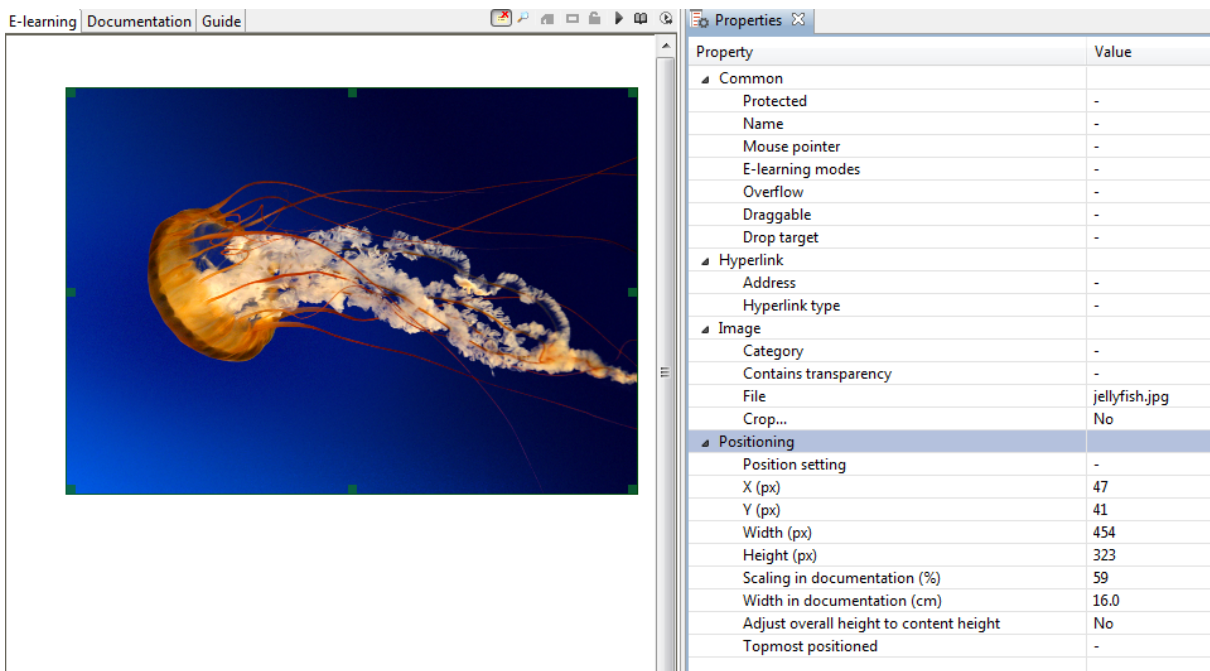
You have the option of scaling an image by selecting the appropriate image and then using the sizing handles on the image's border to make it larger or smaller.

Please note that an image can be made smaller, but not bigger, in the Documentation view. A scaling value of 100% is the default value.

You can keep the **Shift key**  pressed during scaling to retain the current aspect ratio (width:height) of the image.

The image's **Properties dialog**, which can be opened via a double-click, can also be used to set the size and scaling of an image. The **Size** tab allows you to set separate values for the E-learning and Documentation views here.

Alternatively, you can access the **Positioning** option in the list of **Properties** and enter the precise value into the **Scaling in documentation** field.



### Restoring the original size of a scaled image

It's also possible to return an enlarged or reduced image to its original size. This can be done in the e-learning by selecting the **Reset scaling** function in the image's **context menu**.

You can also use the **Restore Default Value** option in the context menu to return the image's values for **height** and **width** to their original values in the list of **Properties**.