

*General: An easier way to add an image to your Joomla articles - your ability to do this depends on what editor is installed for your admin pages.*

If you have an editor in your Joomla installation which allows it, you can add images to your article without having to use the Media Manager menu.

We recommend you use the [Joomla Content Editor \(JCE\)](#) - you will need to [install this via your administration panel](#) first. JCE provides an ADD IMAGE button in your toolbar. The tool will allow you to upload images straight from your article edit window, and provides many powerful features.

OR if you don't have JCE or don't feel inclined to install it, you can still try the method below:

Open the article you want in the admin panel, then look for the Add Image button at the bottom left of the edit window *[Fig 1]*

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Fig 1

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Once opened, you should be able to see a Browse button at the bottom left of the new window. You can use this to browse for files on your local computer. Once you have selected one, use the Start Upload button to start uploading it to the server. The image will then appear on the list of available images you can add to an article - select the image and click on the Insert button in the top right of the window [Fig 2]

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Fig 2

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