

Activity 2 - insert an image from a file

**What should be the steps to enter an image from a file?
Match the numbers with the correct action.**

Place your **insertion point** where you want the image to appear.

3

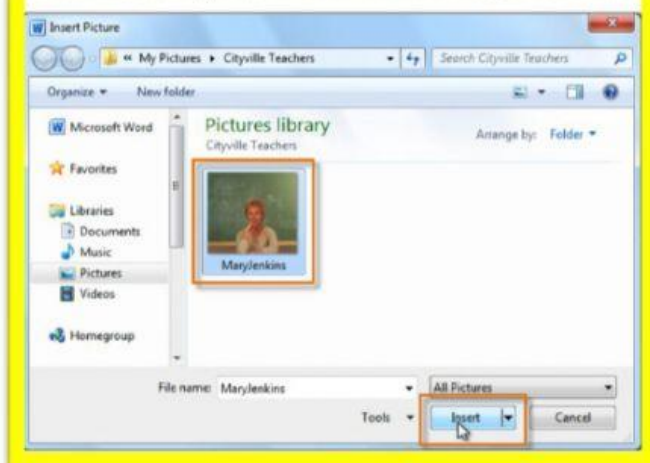
Select the **Insert** tab.

Click the **Picture** command in the **Illustrations** group. The Insert Picture dialog box appears.



2

Select the desired image file, then click **Insert** to add it to your document.



1

4