

Inserting Assets into Learning Module Pages

1. Select a Learning Module Page and click 'edit'.
2. Choose 'From Digitalbrain', and choose 'Digital Asset Library' from the drop-down menu. Click **browse**.

Insert into document

From digitalbrain

Location: **browse** My Digitalbrain
My Digitalbrain
Adaptamations
Digital Asset Library
Cambridge University Press

From my computer

Filename: Browse...

Don't check for image size

ok **cancel**

3. The 'Quick Search' screen will load. Type in a term and click **Search**.

Search Close

Keywords: Any Of

Advanced Search **Search**

AssetBank: All Categories

4. Alternatively, click 'Advanced Search' in the bottom right of the box, to load the Advanced Search page.

Search Close

Keywords: Any Of

Categories: All Categories

Type: Images Animation Video

Quick Search **Search**

AssetBank: All Categories

5. Choose a category from the drop-down menu, and select the 'Type' of asset you require. Click **Search**.
6. A page listing relevant assets will be displayed (see p. 2).

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- Select the required image by clicking on it (left mouse click). A larger version of the image will be displayed:



- If the image is suitable, click on **Insert** . Alternatively, click **Back** to return to the listing.
- After clicking on 'Insert', the selected image will appear in your Learning Module Page.
- Click **save & view** to save your changes.