How to Add and Cite Images in Google Slides

1. Search for an image using Google Images. Click on the thumbnail of the image you want. That should bring up a big gray box with your image on the left.(as shown below)

2. **RIGHT CLICK** on your image and select **OPEN IMAGE IN NEW TAB**
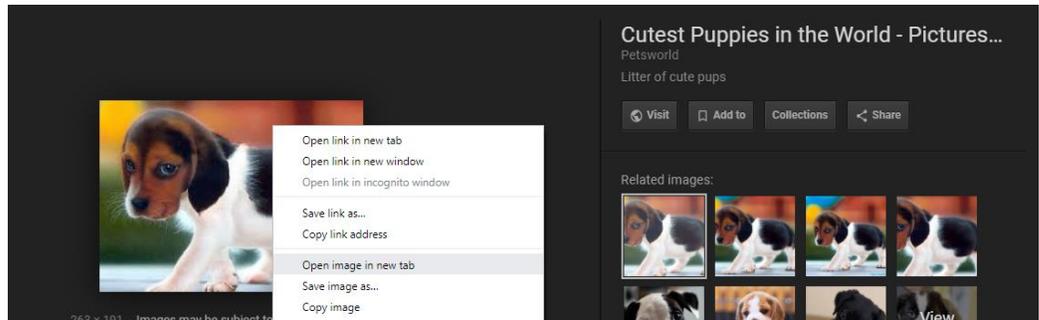
3. A new tab should appear on the top of your screen. Click on that tab, and you should see just your image on the screen.

4. Click in the address field and highlight the image URL (web address).
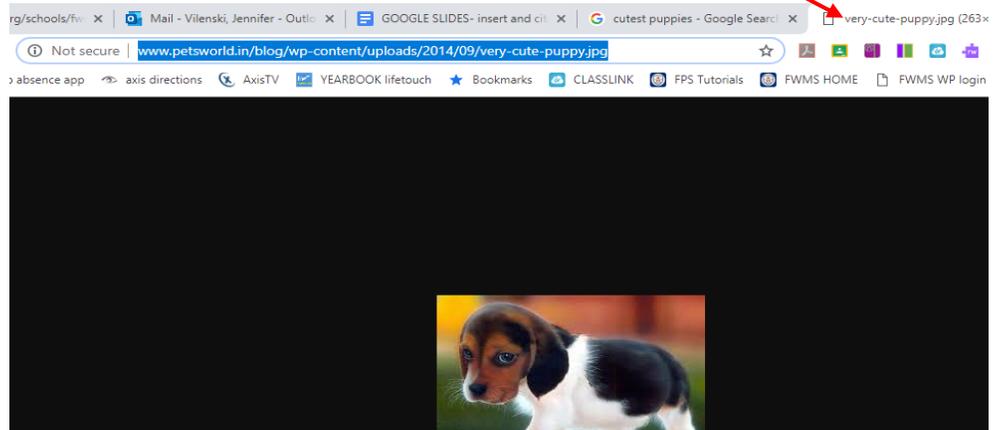
5. **COPY** the image URL (**RIGHT CLICK** > **COPY**, or press **CTRL + C**).

NOTE: If your image URL starts with www.google.com you need to redo steps 1-5 above.

6. Go back to your Google Slideshow file, click on the slide where you want the image, and select **INSERT** > **IMAGE** > **BY URL**

7. In the *PASTE URL of Image…* area, **PASTE** your copied image URL (**RIGHT CLICK** > **PASTE**, or press **CTRL + V**)
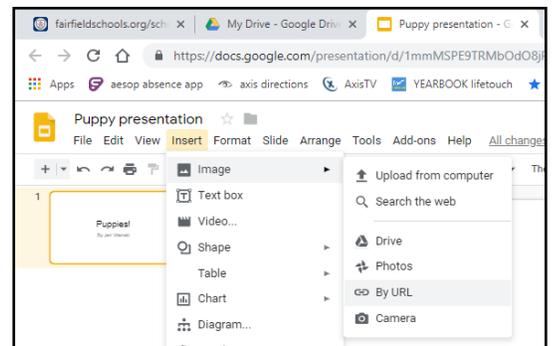
8. Select **INSERT** and your image will appear on your slide. Resize it and move it around so it fits with the text on the slide.

TURN THE PAGE OVER FOR HOW TO CITE YOUR IMAGE

To cite the image on the slide:

a.   Select **INSERT** > **TEXTBOX**

b.   A ✚ sign will appear. Click and drag the ✚ sign near the bottom of the slide to draw a text box

c.   **PASTE** your copied image URL in the text box

d.   Select **CHANGE** just underneath your text box, to change the link

e.   In the TEXT box at top, type *Image Source:* just before the web address ⟶

Text
Image Source: http://www.petsworld.in

Link
http://www.petsworld.in/blog/wp-content/uploa

Apply

f.   Truncate the web address by deleting everything after the primary domain web address (after .com , .org , .edu , .in)

g.   Select **APPLY**

You should now have a text box at the bottom of your slide, with a link to where the image came from (as shown at right)

Puppies!

By Jen Vilenski

Image Source: http://www.petsworld.in