
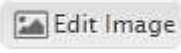


## Image Editor

Use the Image Editor to make edits to the images in your File Manager



### To Access the Image Editor:

- Select Manage and click on File manager 
- Select the image to be edited
- Click on  above the image to open the Image Editor

\*Note – The Image Editor can also be accessed through any content Options that have access to the File Manager such as Image, Slider/Gallery, Text, etc.

### Supported File formats include:

- JPG, GIF, PNG, BMP
- Animated gif included

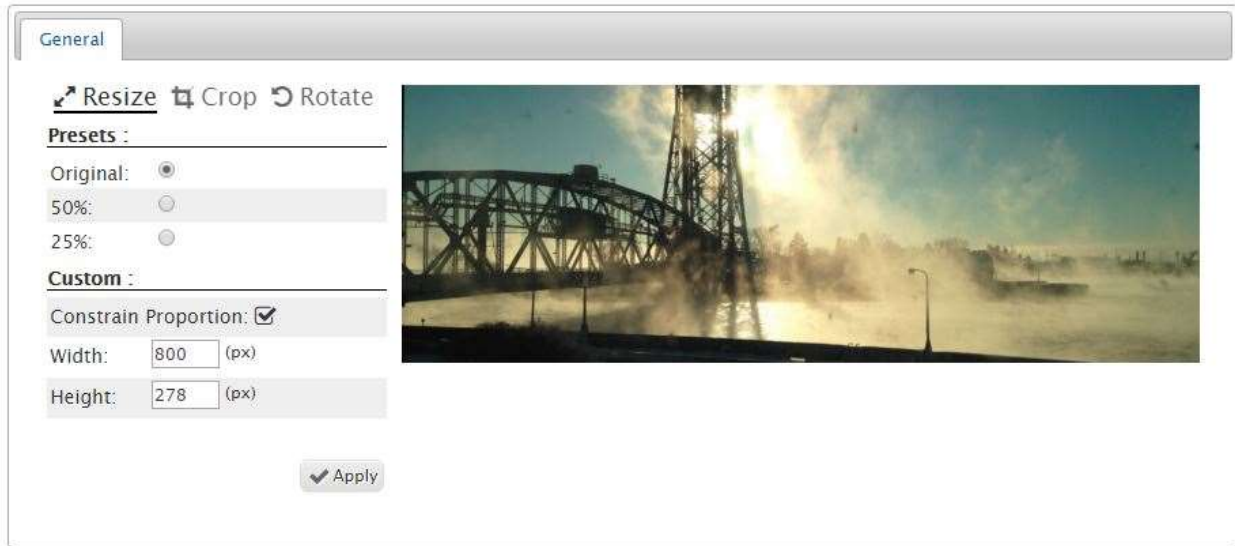
### Buttons

- **Apply** button applies the change
- **Undo** button allows the user to go back to the previous change
- **Revert** button reverts the image to the original state

### Resize

Multiple ways to resize

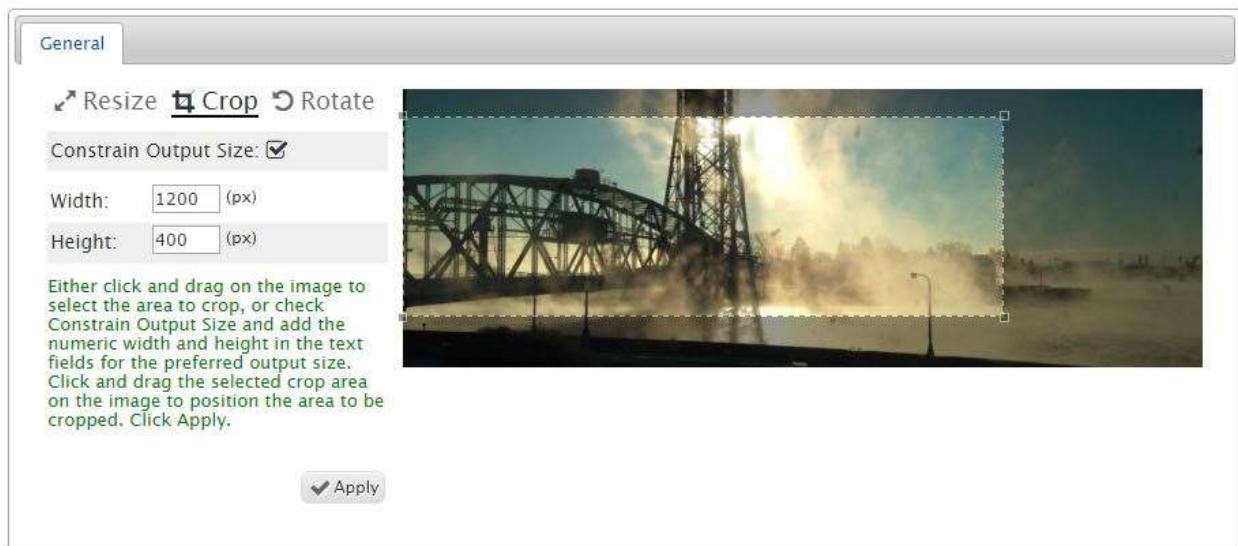
- **Presets:** includes Original, 50% and 25%
- **Custom:** add the numeric width and height
  - **Constrain Proportion:** constrains the image aspect ratio when box is selected



## Crop

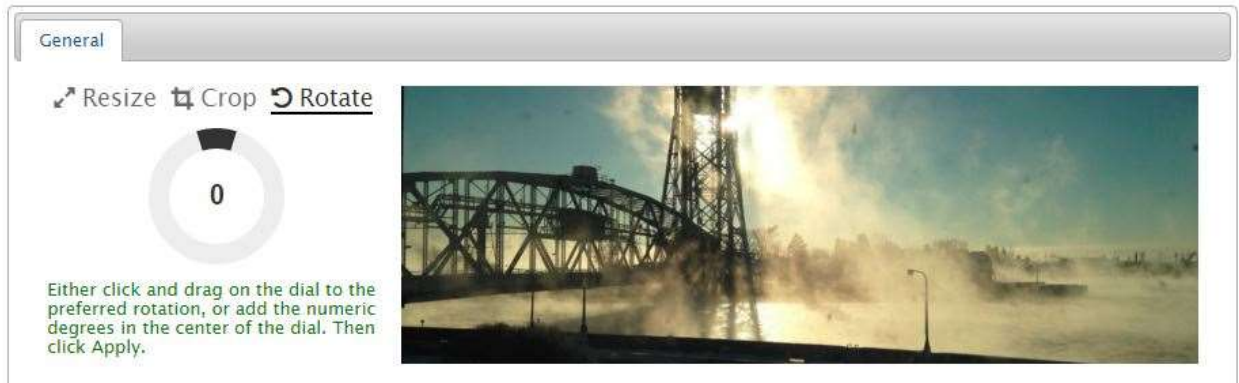
Multiple ways to crop

- Click and drag on the image to select the area to crop  
or
- Add the numeric width and height  
or
- Check Constrain Output Size and add the numeric width and height of the preferred output size.
- Click apply



## Rotate

- Degrees – enter a numeric degree value in the center of the dial  
or
- Click and drag on the dial to the preferred rotation
- Click apply



## Save Button (File Naming)

- Save – automatic naming OR *we recommend making filenames descriptive, using up to 5 words and separating words with hyphens for improved SEO.*
- Always saves a new image, never overwrites the existing image