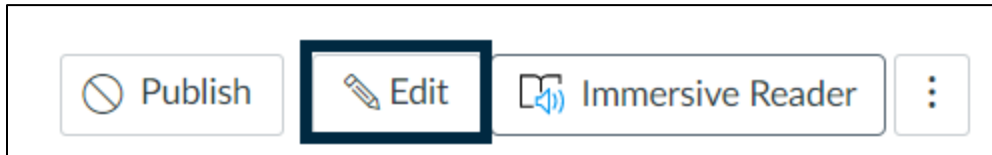
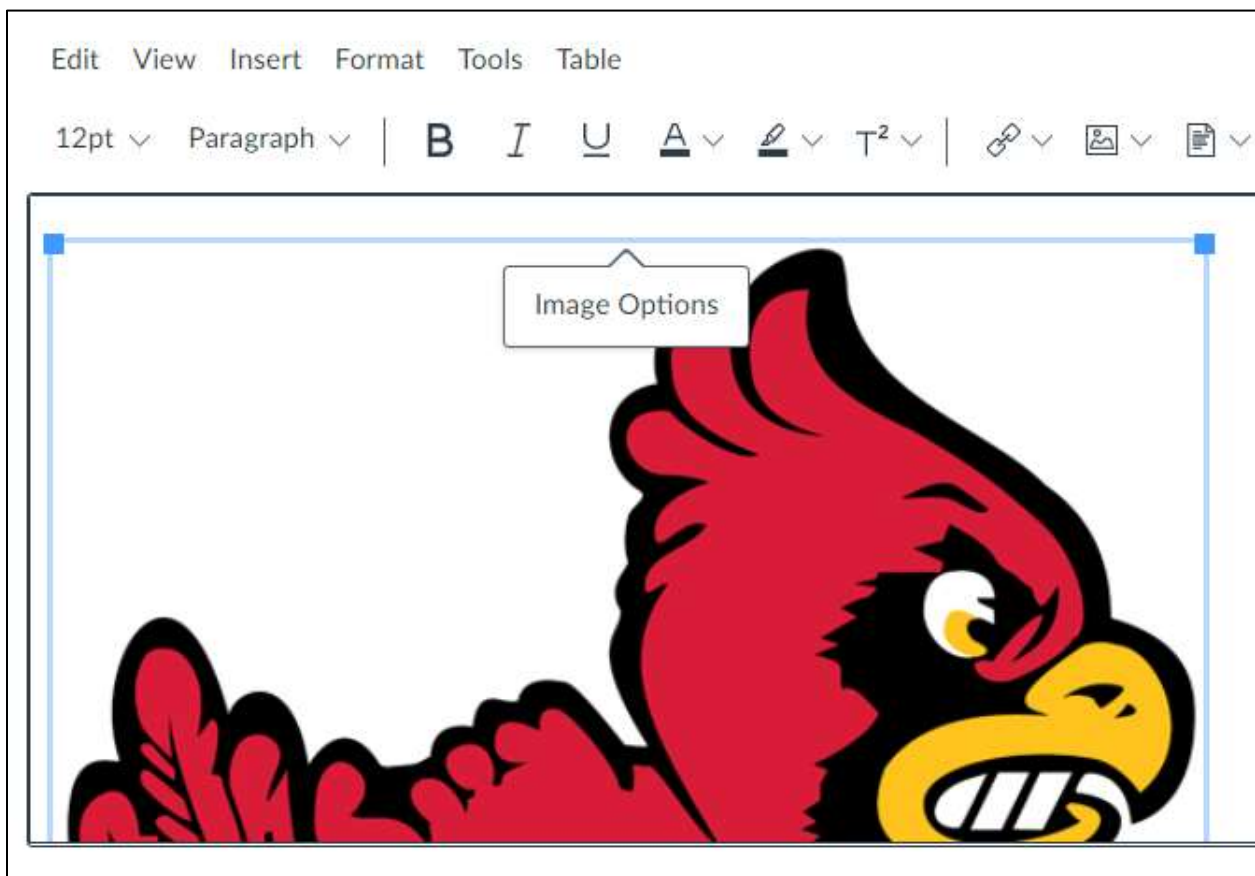


Resizing Images in Canvas

Resizing images in Canvas is simple. Find the location of the image (in this example, the image is stored in a page) and open the Rich Content editor. On a page, you can do this by clicking the Edit button, located at the top right of the screen.



Click on the image. A button labelled as “Image Options” should pop up. Click it.



Clicking the “Image Options” button will trigger a pop up on the right-hand side of the screen. This pop up will include alt text, display options, and sizing options. Focus on the “Size” portion. Here you have multiple options: You can choose a preset size (Small, Medium, Large, Extra Large), or you can set your own custom size. The presets provide a good amount of size variety if you don’t have an exact pixel ratio in mind. If you input a custom size, Canvas will calculate the aspect ratio and keep it locked so that you don’t end up with an image that is stretched or squished.

Image Options

×

Alt Text ?

Cy

☐ Decorative Image

Display Options

☒ Embed Image
☐ Display Text Link (Opens in a new tab)

Size

Custom

560

☐

631

Aspect ratio will be preserved

Below are the 4 preset size options (the pixels listed are specific to the image I am altering, every image will be different).

<div>Size</div> <div>Small</div> <div>177 x 200px</div>	<div>Size</div> <div>Medium</div> <div>284 x 320px</div>
<div>Size</div> <div>Large</div> <div>355 x 400px</div>	<div>Size</div> <div>Extra Large</div> <div>568 x 640px</div>

Below is the option to insert a custom size. The left screenshot shows the image's original size, and the right screenshot shows how the aspect ratio changed when only the left (50) size was changed.

Size
Custom ▼
<div>560 🔒 631</div>
Aspect ratio will be preserved

Size
Custom ▼
<div>50 🔒 56</div>
Aspect ratio will be preserved

When you're finished, click done, then click save. The done button must be clicked first, then the save button.

Cancel	Save & Publish	Save	Done
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