

# Inserting pictures from websites

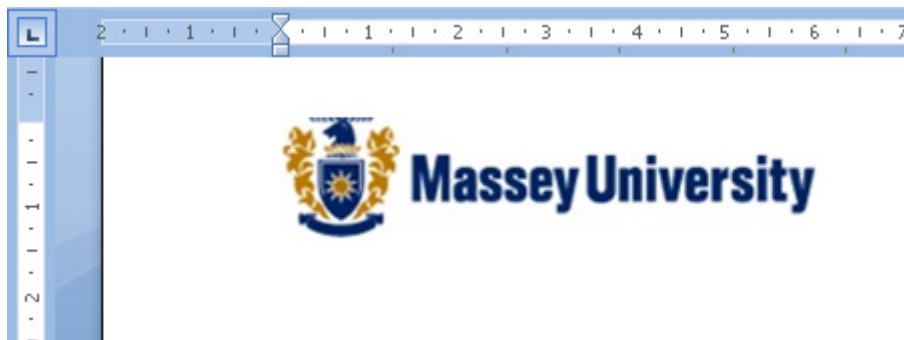
## Microsoft Word 2007

You may find some good pictures on the Internet and wish to use them in your documents.

1. **Right** click on the graphic (e.g., Massey logo) that you wish to copy on the website > **Copy**



2. Go back to your document > **Paste** (CTRL + V)



### Tip: Saving an image from the web site

If you wish to keep the image, for later use, you can save it onto your computer.



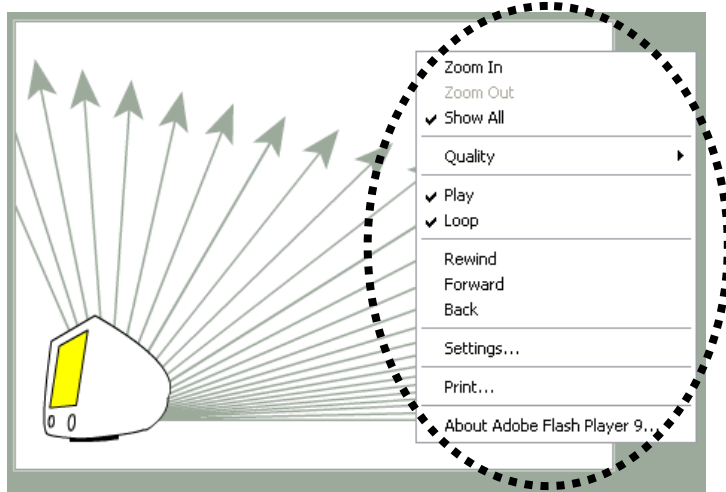
## Troubleshooting:

When **right** click menu doesn't give you "Copy" or "Save As" options, the image you see could be some kind of video clip format.

For example, QuickTime and Flash movies are below. These ones are difficult to save as a picture but capturing a screen snapshot would be a way to go! Please see the screen snapshot help sheet.



Apple QuickTime Movie



Adobe Flash Movie

Tip: *Image Google* - <http://images.google.com/> or <http://search.live.com/images/>

To get images from the Internet easily, using an image search engine would be your best choice



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