

Sizing images in html editors

Version: 1.0

Status: ACTIVE

Date: 26-April-2017

Executive Summary

This model details the best way to size large images in the editors so they display correctly in the outputs.

Document Control

Title	Sizing images in html editors		
Type	Process	Style	Standard PDF v6.1.xsl
Author	Nick Thrower	Owner	Nick Thrower

Change History

Version	Date	Status	Author	Details of Change
1.0	26-April-2017	ACTIVE	Nick Thrower	Initial version

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1 Sizing images in html editors



Triggers

Trigger	To	Inputs	Description	Links
Start	Test Activity			

1.1 Test Activity

Lane: Lane 1

After: Start

Details

Work instructions:

Image 1 has been dropped/copied in but left at default size.



Image 2 (the same image) has been dropped/copied in but the width has been set to 100%, the height has been removed and the lock ratio has been set to true



To achieve the above, right click on the image and select image properties and then set the values as they are seen below.

Image Properties [Close]

Image Info | Link | Upload | Advanced

URL

Alternative Text

**100% width
Lock the ratio
Remove the width**

Width Preview

Height

Border

HSpace

VSpace

Alignment
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