Step-by-Step Guide:
ADDING ALT TEXT TO IMAGES IN D2L

STEP 01

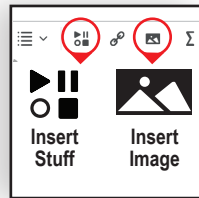**STEP 02**

STEP 03

STEP 04

STEP 05

SELECT SECTION
In your D2L course, navigate to the area where you want to insert an image (such as a content page, quiz, or discussion post).
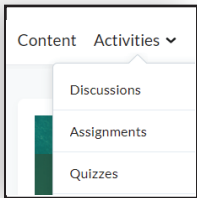
UPLOAD IMAGE
Choose the "Insert Stuff" or "Insert Image" icon. Select "My Computer" or another source to locate and upload your image. To finish, select the blue Upload button at the bottom.

IS IT NEEDED?
The "Alternate Text" field box will appear. If the image is purely decorative, check the box labeled "This is decorative", to automatically apply null Alt Text. If the image is essential to the content you must add ALT text.
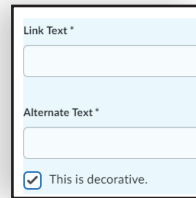
ADD ALT TEXT
In the "Link Text" box enter the information you want visible, when the student hovers over the image. In the "Alternative Text" box, enter a brief description of what the image portrays. This is accessible to students using assistive technology.
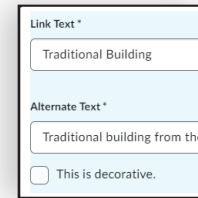
INSERT IMAGE
After completing the "Link Text" and "Alternative Text" fields, select "Insert" to complete the process. Don't forget to "Save" or "Save and Close" to maintain the changes you have applied.