

How to Use Markers

This guide demonstrates how to use markers on your photos.

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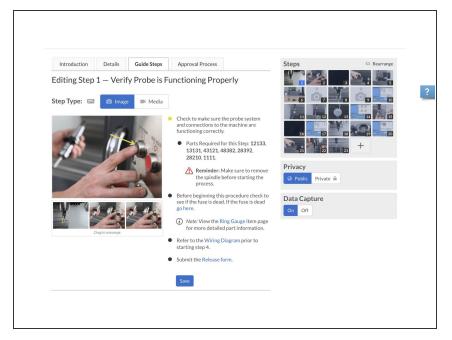
INTRODUCTION

This guide demonstrates how to use markers on your photos. These can be used to show where certain things are or to emphasize a certain location.

Reminder

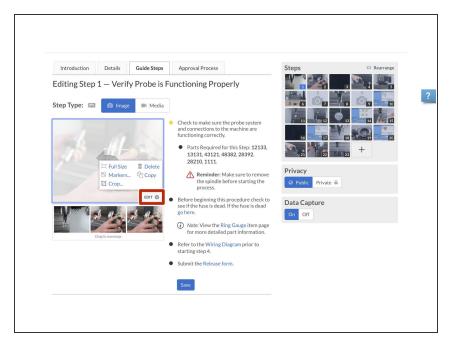
Any changes made to a guide, with the exception of tags and the default language, create a new draft of the guide.

Step 1 — How to Use Markers



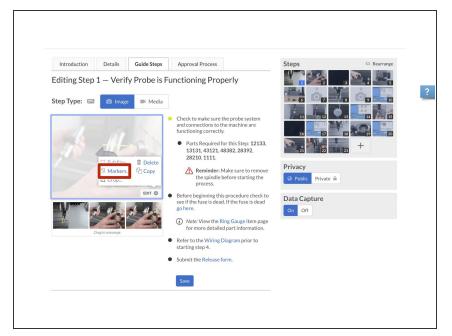
 Navigate to the picture to which you want to add markers.

Step 2



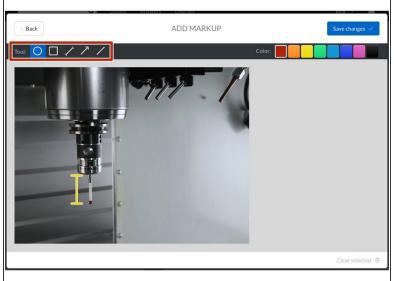
 Click on the gear icon in the bottom-right corner of the image that you want to edit.

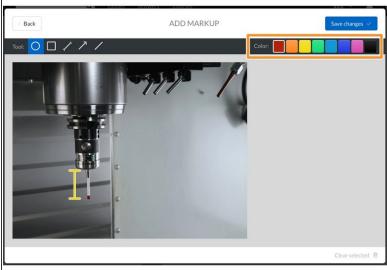
Step 3



Select Markers from the list of options.

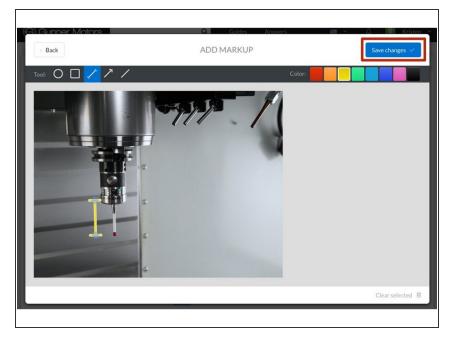
Step 4





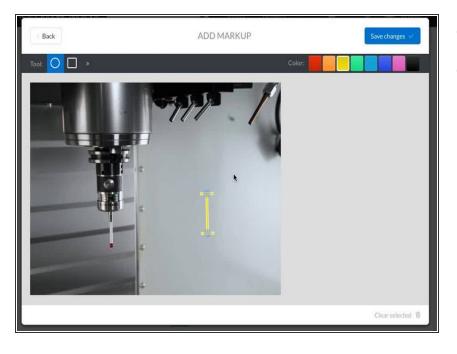
- The media manager will open to the Add Markup frame.
- Click on the markup Tool that you want to use.
 - ① Choose a **circle**, a **square**, or click the arrow next to the square icon to access more markup tools: **gap and measurement**, **arrow**, and **line**.
- Choose a color: click on the color that you want for the markup.

Step 5



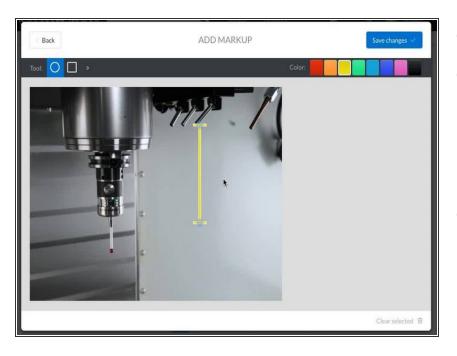
- Once you have the correct shape and color selected, find the area that you want to put a marker around.
- Using your mouse, Click and Drag the shape to the proper size.
- To make more markers, repeat this step and <u>Step 4</u>.
- When finished adding markers, click Save Changes.

Step 6 — Moving Markers



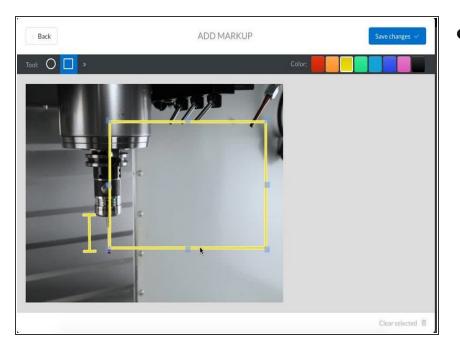
- Select the marker by clicking on it.
- There are two ways to move markers:
 - Click and Drag the marker to the desired location.
 - Using the Arrow Keys:
 - To use the arrow keys to move the marker, select the marker and press the arrow key that corresponds with the direction you want the marker to move.
 - To make the marker move in larger increments, hold Shift while pressing the arrow keys.

Step 7 — Resizing Markers



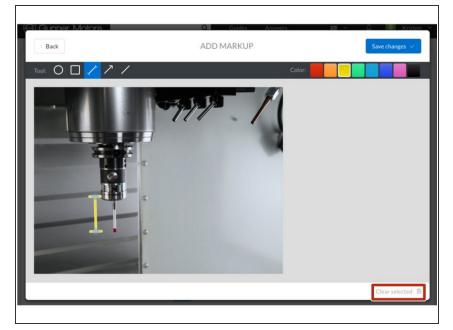
- Select the marker by clicking on it.
- Around the edges of your shape, you will see small draggable blue circles.
 - i The blue circles are used to resize the shape.
- Click and Drag one of these blue circles to change the shape of your marker.

Step 8 — How to Exceed the Maximum Marker Size



- If you need to resize a marker past its maximum:
 - With the marker selected, hold down the Command 光 key (mac) or your keyboard.
 - Press the + key (while still holding Command \(\mathbb{H}\)) until the marker reaches the desired size.
 - If you are using a Windows device, selecting the image marker and then using the + key will expand the marker.

Step 9 — **Deleting Markers**



- Select the marker by clicking on it.
- Click on the Clear Selected button in the lower-right corner of the page.