

Find a file's URL

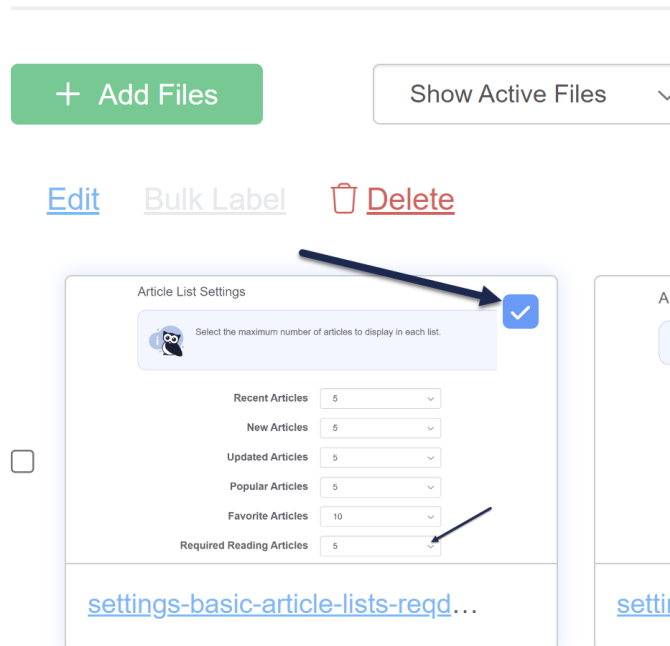
Last Modified on 01/30/2024 12:50 pm EST

There are a few places within KnowledgeOwl where you might need to have the URL to your image, like [Changing the background image on your homepage](#).

You can copy the URL for a file quickly from the File Library:

1. In the lefthand navigation, go to **Library > Files**.
2. If you're viewing the File Library in Icon view, click on a file thumbnail to select it. You should see a checkmark in the upper right of the thumbnail once you've selected it:

Files



The checkmark in the upper right indicates this file is selected

3. If you're viewing the File Library in List view, click anywhere in the file's row or click the checkbox to the left of the file name to select it. You should see a checkmark to the left of the file's name once you've selected it:

<input type="checkbox"/> Name	References
<input checked="" type="checkbox"/> settings-basic-article-list-settings-numbered.png	<ul style="list-style-type: none"> 1 article reference 0 category references 0 snippet references View details...

The checkmark to the left of the file's name indicates this file is selected

4. This will open the details of the file in a pop-up at the bottom of the page.

Files

+ Add Files Show Active Files Filter by Labels Show All File Types settings-basic-article

[Edit](#) [Bulk Label](#) [Delete](#) Files per page: 20 [50](#) [100](#) Display Mode: [Grid](#) [List](#)

<input type="checkbox"/> Name	References	Labels	Type	Size	Date Created	Last Modified
<input checked="" type="checkbox"/> settings-basic-article-list-settings-numbered.png	<ul style="list-style-type: none"> 1 article reference 0 category references 0 snippet references View details...		PNG	89 KB	09/06/2022 4:04pm	12/23/2022 1:12pm
<input type="checkbox"/> settings-basic-article-lists-reqd-reading.png	<ul style="list-style-type: none"> 1 article reference 0 category references 0 snippet references View details...		PNG	106 KB	10/05/2023 3:45pm	10/05/2023 3:45pm

settings-basic-article-list-settings-numb... [Settings](#) [Delete](#) [Close](#)

Meta data

image/png
89 KB
[View](#) [Copy Link](#)

References

- 1 article reference
- 0 category references
- 0 snippet references

[View details...](#)

The metadata opens in a pop-up at the bottom of the page

5. Click the Copy Link link to copy the URL to your clipboard.

settings-basic-article-lists-reqd-reading... [Settings](#) [Delete](#) [Close](#)

Meta data

image/png
106 KB
[View](#) [Copy Link](#)

References

- 1 article reference
- 0 category references
- 0 snippet references

[View details...](#)

Click the Copy Link link to copy the file's URL to your clipboard