![knowledgeowl logo]

Add alternative text to images

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If you're following accessibility best practices, **informative images** in your documentation should include an **Alternative Text** (also known as alt text) to provide a short description conveying the essential information presented by the image. This text can be used by screen readers and other assistive devices to help convey the information the image presents.
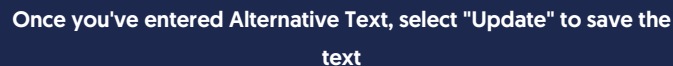
To add an alternative text to an image in your content:

1. Select the image to open the image pop-up menu.

2. Select the "i" icon for **Alternative Text**.

The Alternative Text icon is a small "i" in the image pop-up menu

3. This will open a small pop-up where you can you enter the text description.

4. Once you've entered your text description, select **Update** to apply the text to the image.
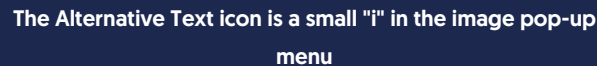
Once you've entered Alternative Text, select "Update" to save the text

5. Be sure to **Save** your article once you're done!

Decorative images--those that don't convey information but just add decoration--should include an empty Alternative Text. Our editor currently doesn't do this automatically, so to set it manually yourself:

1. Select the image to open the image pop-up menu.

2. Select the "i" icon for **Alternative Text**.

The Alternative Text icon is a small "i" in the image pop-up menu

3. This will open a small pop-up where you can you enter the text description.

4. Don't enter any text in the text box, and remove any that might exist.

5. Select **Update**. This will save an `alt=""` behind the scenes, which designates the image as for presentation rather than information.

6. Be sure to **Save** your article once you're done!