

Google Slides make it easy for you to tell a story and share your ideas. When you give a presentation, images can help bring your concept to life. Now you can crop, apply shapes, and add borders to images all with Slides, so it's easier than ever to make your images look professional and polished.



Insert your image

There are two ways you can add an image to your presentation.

1. Drag an image from your desktop right into your slide.



2. Or, click **Insert** > **Image**, then either drag and drop your image or click **Choose an image to upload**.

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Crop your image

Now you can crop images in your presentation right from the slide you're working on.

- 1. Click on your image to select it.
- 2. Click the Crop icon.



3. Drag the corners of the box to crop, then either click the **Crop icon** or press Enter on your keyboard.





If you want to uncrop your image, just click the **Crop icon** again and drag the box back to the size of the original image.

Crop with shapes

Cropping your image into a shape is a great way to add some more visual interest to your presentation.

Click the **Down arrow** next to the **Crop icon**, and choose a shape from the menu.



There are lots of shapes, arrows, and callout designs to choose from.



Add borders

1. Select your image, then click the **Pencil icon** to choose a color for your border.



2. Click the **Line weight icon** to choose how thick you want your border to be.



3. You can also choose what kind of line to use.





Best practices

- **Pictures are powerful.** Images can help capture and retain your audience's attention. Pure text can be a drag.
- **Don't put too many images on one slide.** It can make your presentation look busy, and the pictures compete with each other for the viewer's attention.
- **Bigger is better**. One or two good-sized images pack a lot of punch and won't strain the eyes.
- Align your images. You may have noticed red lines appearing on your slide when you select an image and move it around. They can tell you when an image is centered, aligned with another image, or aligned with a text box.

Find more tips, ideas, and training at the **Google Apps Learning Center**! learn.googleapps.com