

# Graphics From The Web

The Internet is a great source for graphics. However, it is important that you cite your references. There are specific methods for citing sources on the Internet. Yet, giving the Internet address and the date that the graphic was obtained is sufficient.

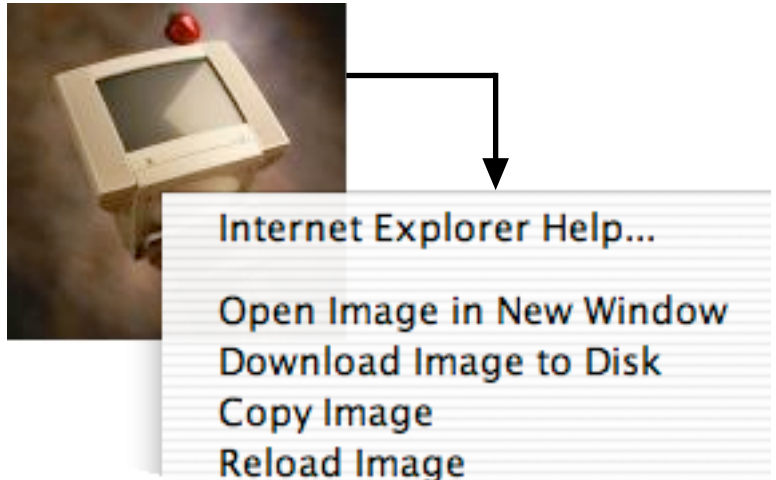
If you wish to use a graphic that is on someone's page, it is common courtesy to e-mail the originator of the page and ask for permission (if no copyright is attached to the graphic). An e-mail address is usually somewhere on the Internet page.

1. Locate an image on the **Internet**. For royalty free graphics, go to the following site.

**<http://edtech.sandi.net/handouts/graphics>**

2. Access the options window for your graphic.

1. On a **Mac with system 9** or lower, click and hold on the image until the window appears.
2. On a **Mac with OS X**, hold down the control key while clicking holding on the graphic.
3. On a **PC**, use the right mouse button when clicking and holding on the picture.



3. Decide if you want to simply copy and paste the graphic to a document or to save it to the computer. (necessary when creating web pages)
  1. If you chose **Copy**, **Copy Image**, or **Copy this Image**, be sure to go immediately to your document and paste it (under **Edit Menu**).
  2. If you need to save it, do one of the following:
    1. In **Internet Explorer** for the **Mac**, select **Download Image to Disk**.
    2. In **Internet Explorer** for the **PC**, select **Save Picture As**.
    3. In **Netscape**, select **Save this image as ....**

**Reminder:** be sure the pictures you copy or save are royalty free before you put them on a web page or any other document.