

## How to insert graphic or image into the header or footer of your Zarca survey?

**When would you need this feature?** A graphic/image allows you to add various images to your survey's header or footer. You can place an image or graphic into the header or footer of your survey using a non-Zarca related site to upload the image or graphic to get a URL.

**How to use this feature?** At the appropriate place (header or footer text fields), insert the following code. Apply the modifications from each step below, from the text in **red**, to fit your image or graphic URL code below:

**Example:** `<IMG src="http://img114.imageshack.us/img114/4817/zarcalogodz9.jpg">`

1. In the header or footer field, on the survey settings page, type the first portion of the code:

`<IMG src="`

2. Using the site you choose to upload your graphic or image, you will enter the URL for the image or graphic following the above code:

`<IMG src="http://img114.imageshack.us/img114/4817/zarcalogodz9.jpg`

3. After entering in the URL, you will need to complete the final part of the code, which is to close the code:

`<IMG src="http://img114.imageshack.us/img114/4817/zarcalogodz9.jpg">`

4. Click apply at the bottom of the survey settings page.

### Example:

- In the Header is the code before applying.
- In the Footer is after the image has been applied image.



Some sites you can use to upload images or graphics:

1. [www.Imagehosting.com](http://www.Imagehosting.com)
2. [www.Imageshack.us](http://www.Imageshack.us)
3. [www.Uploadyourimage.com](http://www.Uploadyourimage.com)

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organization. If an image or graphic is critical, and you decide to use a public site to upload your image or graphic, we advise you to exercise caution with what image or graphic you decide to upload.