

---

# HOW TO:

## Change the Default Image Size

**This step by step How To article explains how to change the default size for images that are added into your inspection.**

# HOW TO: Change the Default Image Size

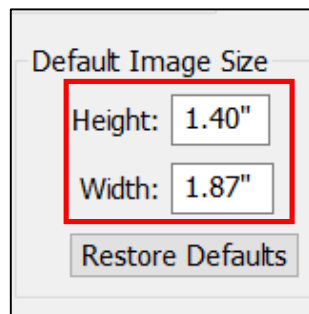
---

By default, pictures that you add into your inspection will be added in at the size of 1.40" by 1.87". You can change the size of any individual picture you add in, one at a time, or you can change the 'Default Image Size' to change the size of every picture that gets added in.

1. The first step is to click on the Program Settings icon from the Toolbar.



2. The Program Settings window will now appear.
3. Next, locate where it says 'Default Image Size' in the lower right corner. Here you can change the *Height* and the *Width*. To make a change, simply click in the box and type in the new size. If you want to go back to the out of the box picture size, simply click on 'Restore Defaults'.



4. After setting the 'Default Image Size' to what you want, click on 'OK'.

