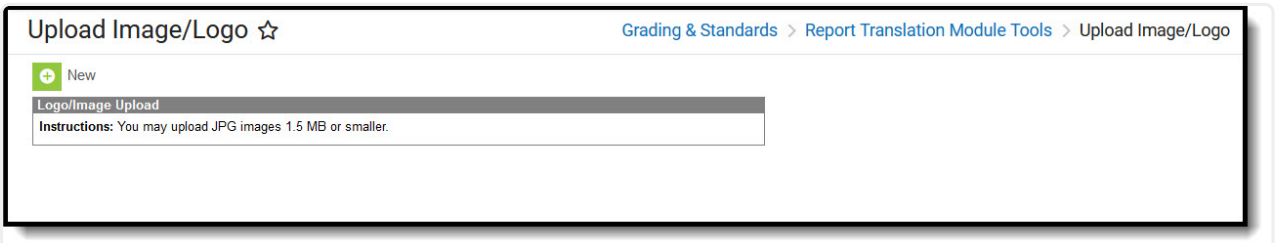
Upload Image/Logo

Last Modified on 10/21/2024 8:22 am CDT

This functionality is available to districts that have purchased the Premium Product Report Translation Module as an add-on service. For more information, contact the appropriate Client Relationship Manager.

Tool Search: Upload Image

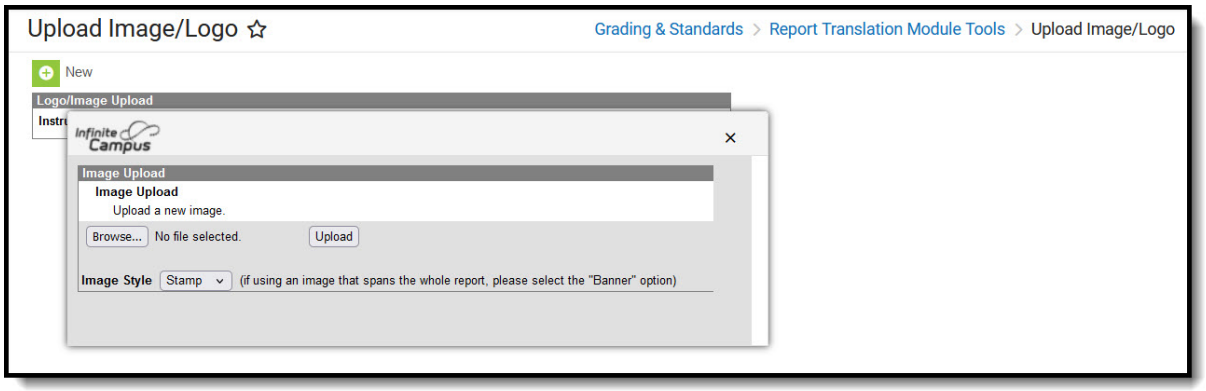
The Upload Image/Logo tool imports images and logos into Campus for use in creating custom Report Cards and Transcripts. For additional information, see the Custom Reports documentation.



Upload Image/Logo tool

Images are limited to JPG files of 1.5 MB or smaller.

1. Click **New**. The Image Upload window displays:



2. Click **Browse.**
3. Locate the JPG file on your computer and then click **Open**.
4. Select the **Image Style** from the dropdown. Options include **Stamp** or **Banner**.
5. Click **Upload**. The new image displays in the the editor and is available to use in Custom Reports.

Click **Remove Image** to delete anb image or logo. Click **Switch Image to Banner/Stamp Image Style** to change the current image style to the other option after the image has been uploaded.

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