

Adding and removing figures

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How do I add figures to my publication pages?

At the moment, it is only possible to add figures to some publication types on ResearchGate.

Here are the types you can add figures to:

- Articles
- Books
- Chapters
- Conference papers
- Patents
- Research proposals
- Technical reports
- Theses

Here's how you add figures to a publication page that doesn't have figures yet:

1. Go to the publication page you want to add figures to
2. Click the blue, downward-facing arrow on the right side of the page and click **Add figures** from the drop-down menu
3. Click on the **Upload figures** button and select the file you would like to add (we accept **.jpg**, **.gif**, **.png**, **.tiff**, and **.bmp** formats)
4. Add a caption with a short explanation of the figure you just added, then click **Done**
5. If you wish to add more figures, simply click **Upload Figures** in the top left-hand corner of the page
6. Once you are done adding figures, simply click the **X** icon in the top right-hand corner of your screen.

If your publication already has figures added and you would like to add more:

1. Go to the publication page you want to add figures to
2. Either click on any existing figure or click the blue, downward-facing arrow on the right side of the page and click **Edit figures** from the drop-down menu
3. Click on the **Upload figures** button and select the file you would like to add (we accept **.jpg**, **.gif**, **.png**, **.tiff**, and **.bmp** formats)
4. Add a caption with a short explanation of the figure you just added, then click **Done**
5. If you wish to add more figures, simply click **Upload Figures** in the top left-hand corner of the page
6. Once you are done adding figures, simply click the **X** icon in the top right-hand corner of your screen.

Note: You must always ensure that you have the right to publicly share any figures before doing so.

How do I change, edit, or delete figures?

1. Go to the publication page
2. Click on the figure you want to change, edit or delete
3. Click the blue edit icon in the shape of a pencil
4. To replace the figure, click **Replace Image** in the bottom left-hand corner and select the file you want to replace it with, then click **Done**
5. If you just want to edit the caption, simply click in the caption box and edit the text, then click **Done**
6. To delete the entire figure including the caption, select the pencil icon to the right of the figure, select **Delete figure** and confirm by clicking **Yes**.

