

# 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 **More** button 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 **More** button 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**.