Put it here—Paste Images in Item Management

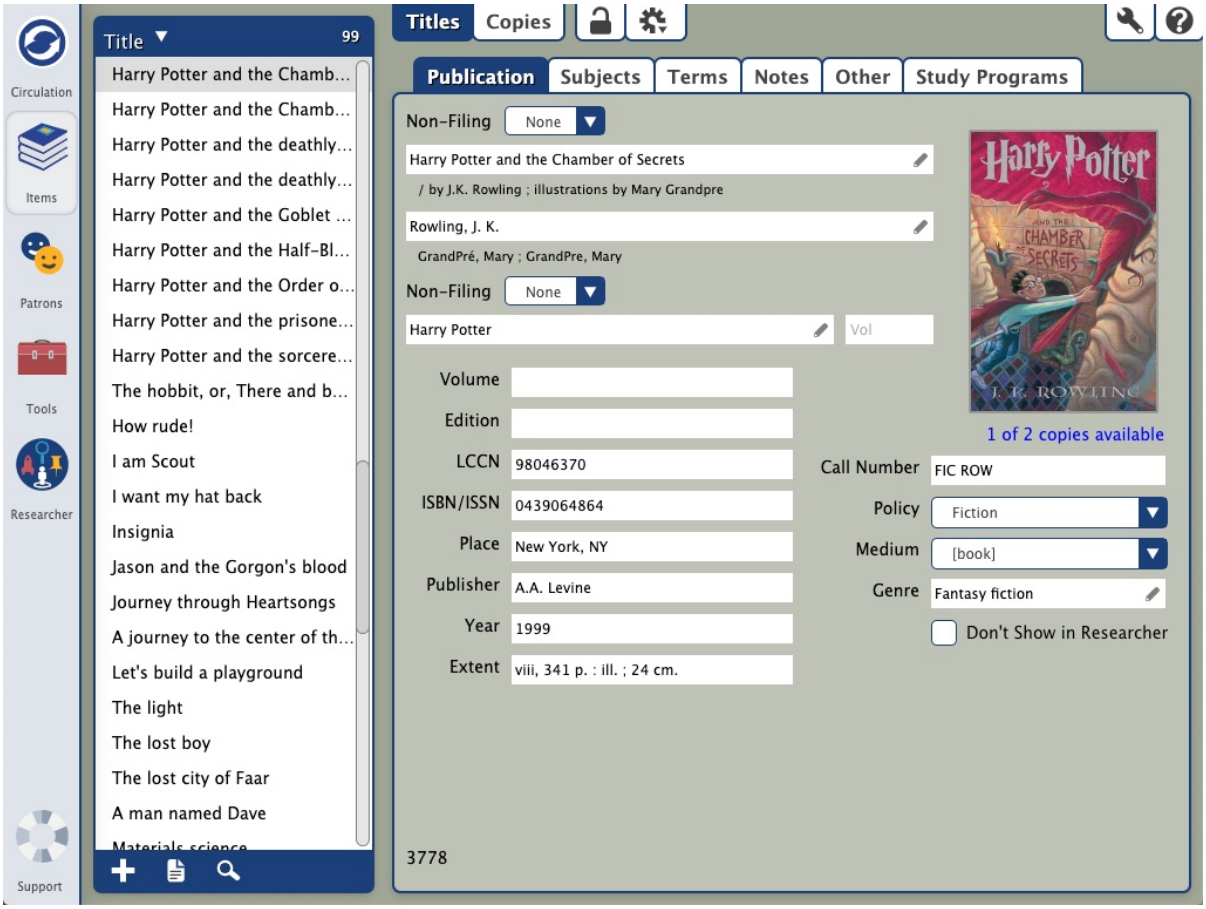
Tip for January 7, 2019

You know you can drag and drop image files from your desktop to Item Management to upload covert art.

You know you can go to the Actions menu to Browse for Item Picture.

(I hope you know these things.)

But did you know that in version 7 you can also *paste* cover art directly in Item Management?



Here's how:

1. Select an image on your desktop or on the web, and copy it: Command-C for Mac, Control-C for Windows.
2. In **Item Management**, select an item record.
3. Make sure the record is unlocked.
4. Click the **cover art** field.
5. **Paste** the image: Command-V for Mac, Control-V for Windows.
6. **Save** your changes.

It's the little things that make life easier, isn't it?

On version 6 but want this feature? Learn about switching from v6 to v7!

