Using Images in Your Email Signature

You need to post your image to an online space somewhere that's visible for others. That is, you need a direct URL to the image online.   Example: http://i.imgur.com/FLmfj.jpg

Sites that Host Images

The Most Centralized

The most centralized place would be Google Docs. This keeps your image as part of your GSU account.
- Go to Google Docs and cick Upload Files
- Upload your graphic
- Open it and click the blue Share button
- Choose Anyone with the Link
- Copy that Link

The Easiest

The easiest is probably a site called imgur.com. It's free, requires no account, and will hold image file forever.
- Go to imgur.com and click the Computer button
- Select your file and choose Upload
- Copy the Direct Link in the right hand panel after it's uploaded. (See screenshots attached)

Inserting the Image into your Signature

- Once you get your link, click on the Mail Setting link in Gmail and scroll down to your Signature
- Click on the Image icon and paste that link