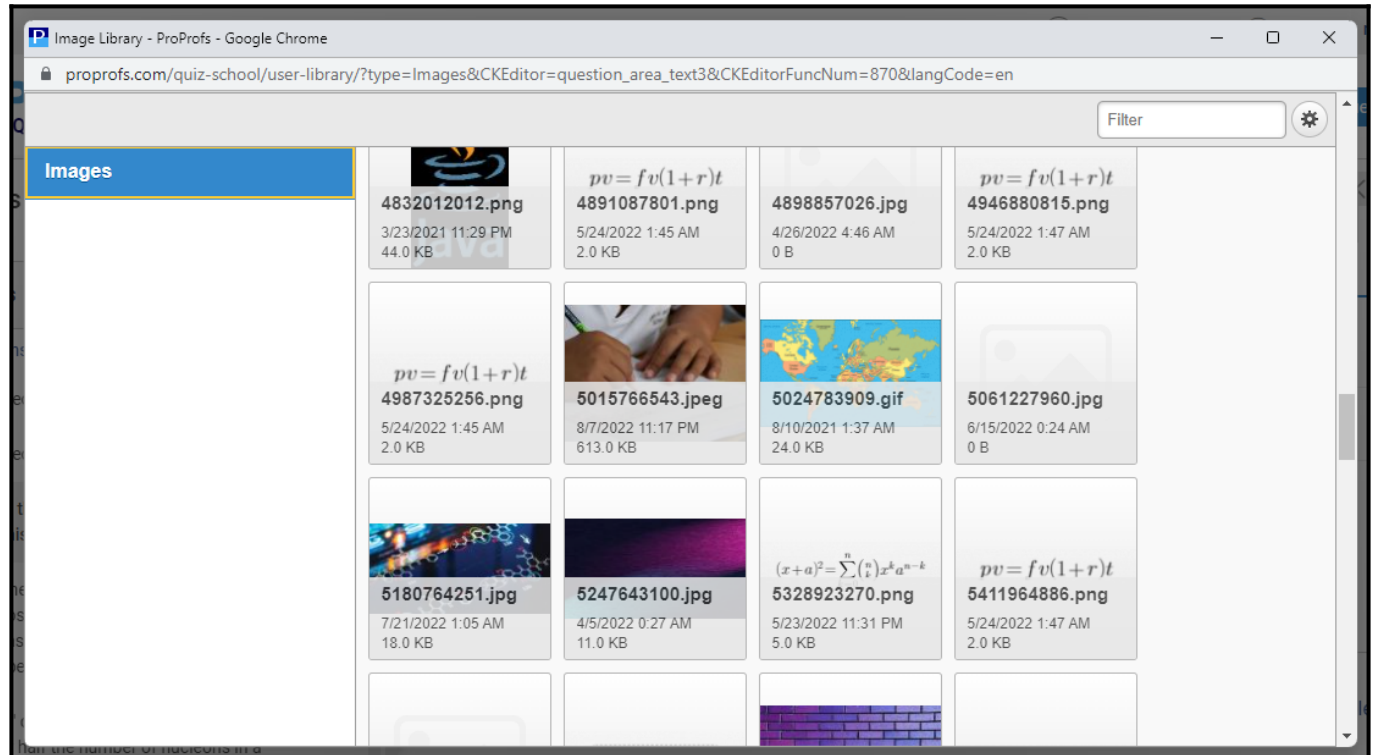


# How to Add Images From User Media Library

The “User Media Library” is a centralized location that allows users to maintain an image database in [ProProfs Quiz Maker](#). The media library automatically saves all the images a user uploads, making them available for reuse.

Here’s what the media library looks like.

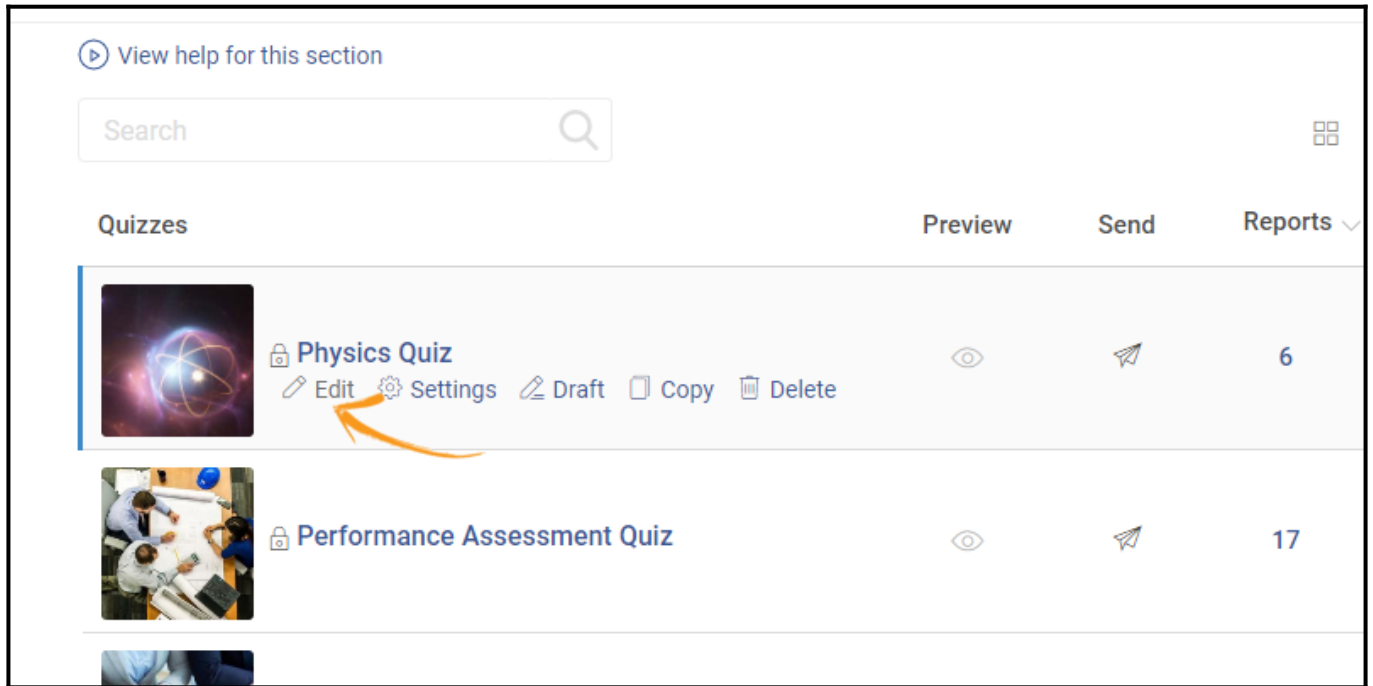


The user media library lets you:

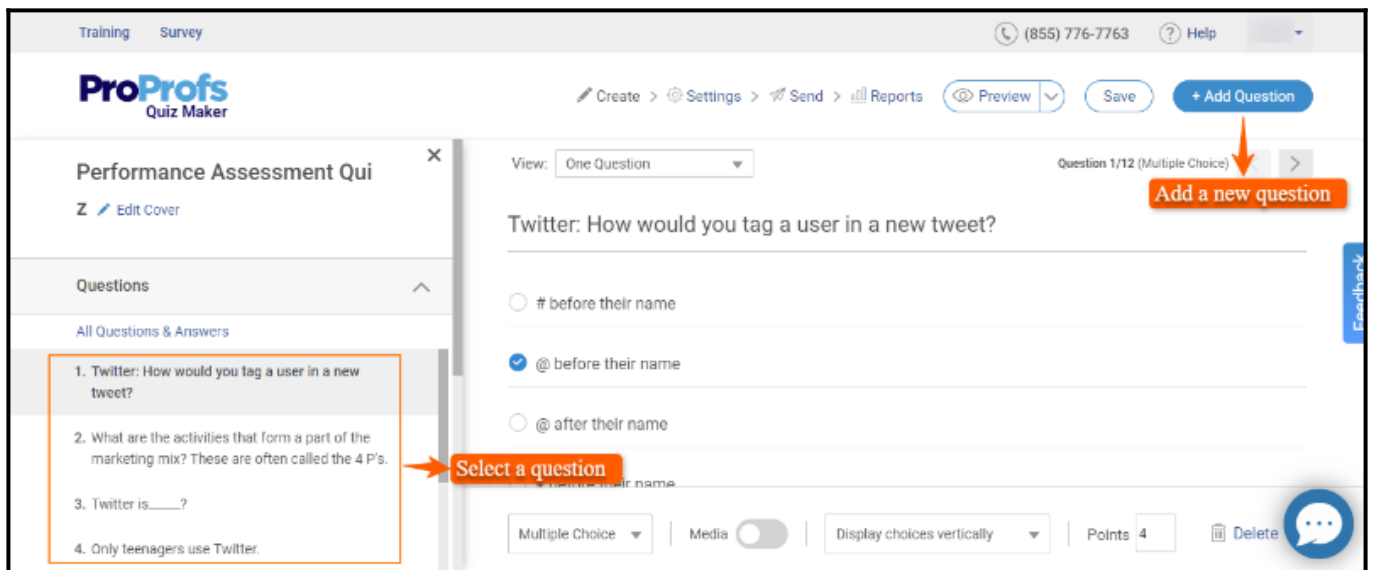
- Store every image you use in your quizzes
- Minimize the use of local storage space
- Easily reuse images

## How to Access the User Media Library

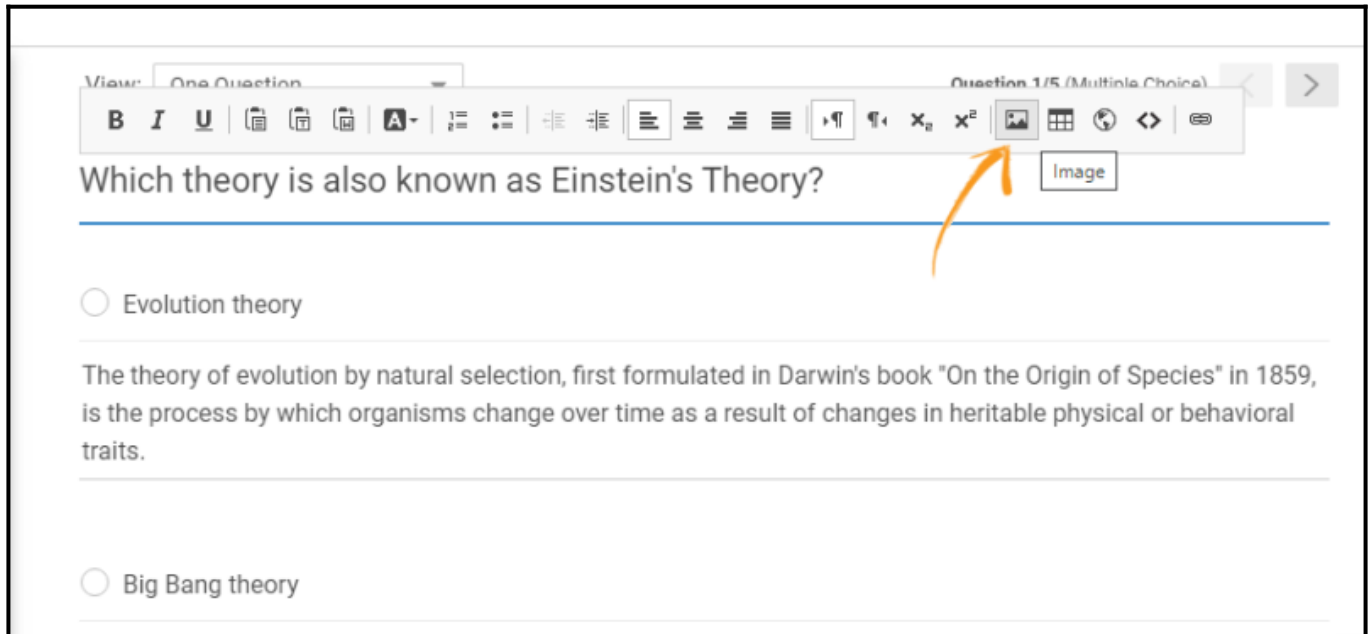
**Step 1:** Click “**Edit**” under the desired quiz.



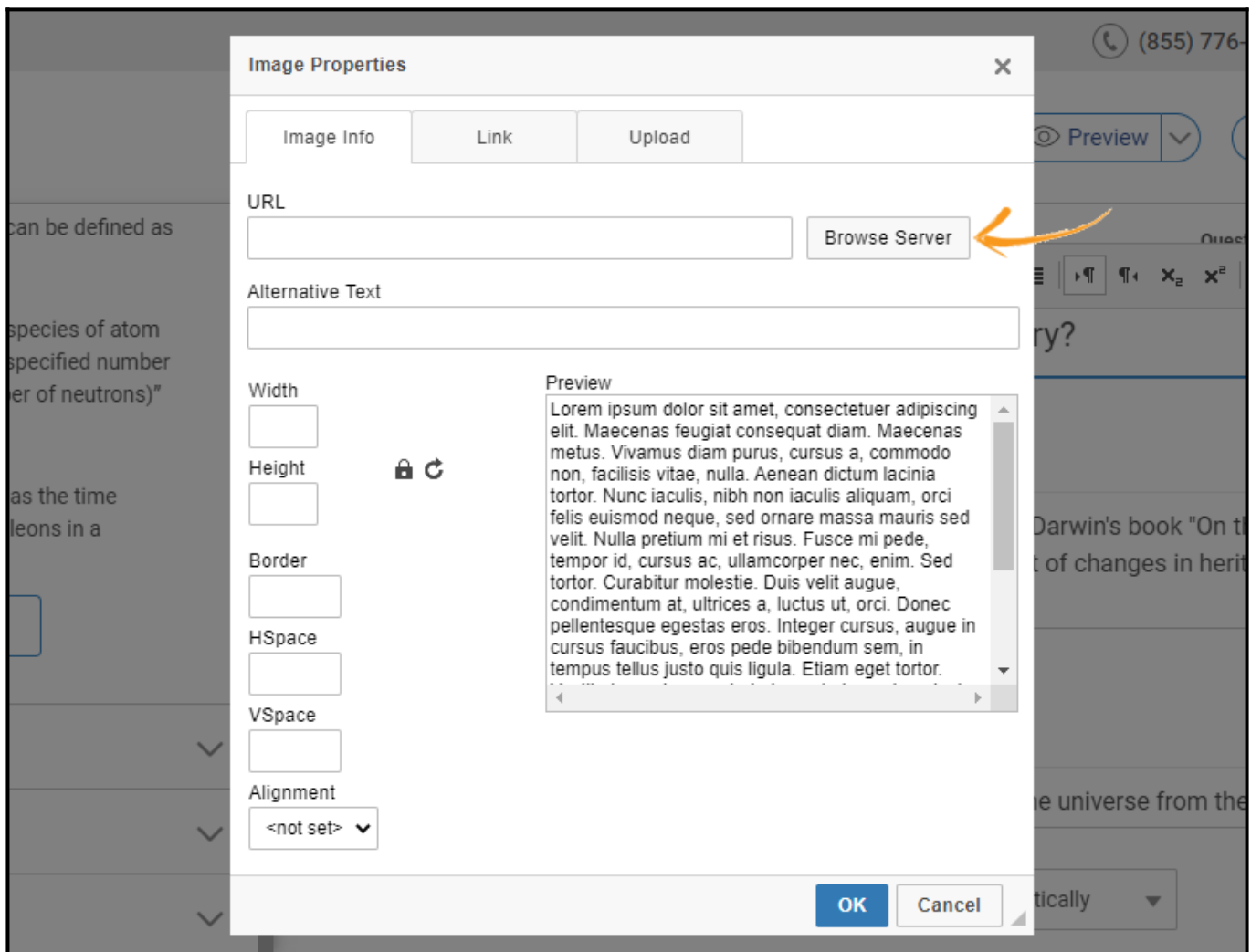
**Step 2:** Add a question if you're creating a new quiz. For an existing quiz, go to a question in the quiz editor.



**Step 3:** Click the question editor and then click the “**image icon**,” as shown in the image below.



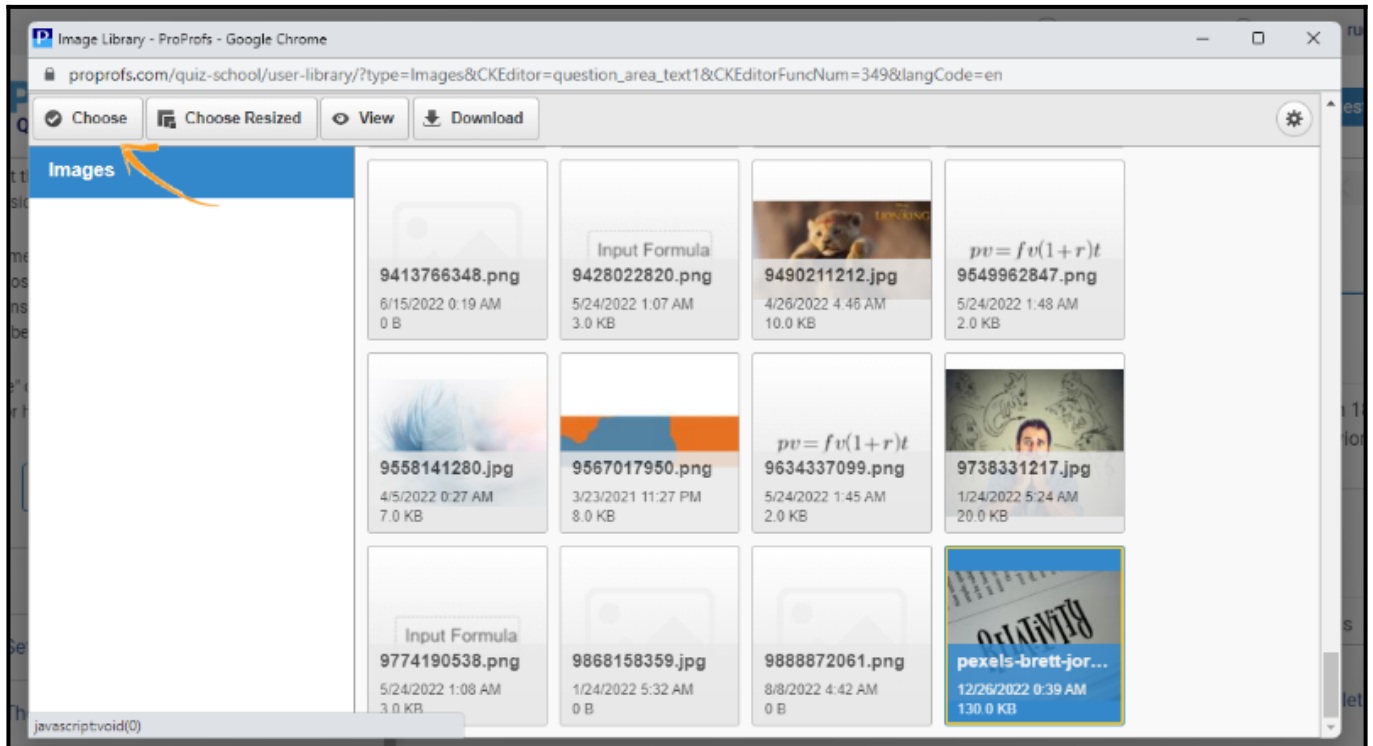
**Step 4:** A pop-up will appear. Click **"Browse Server"** to access the media library.



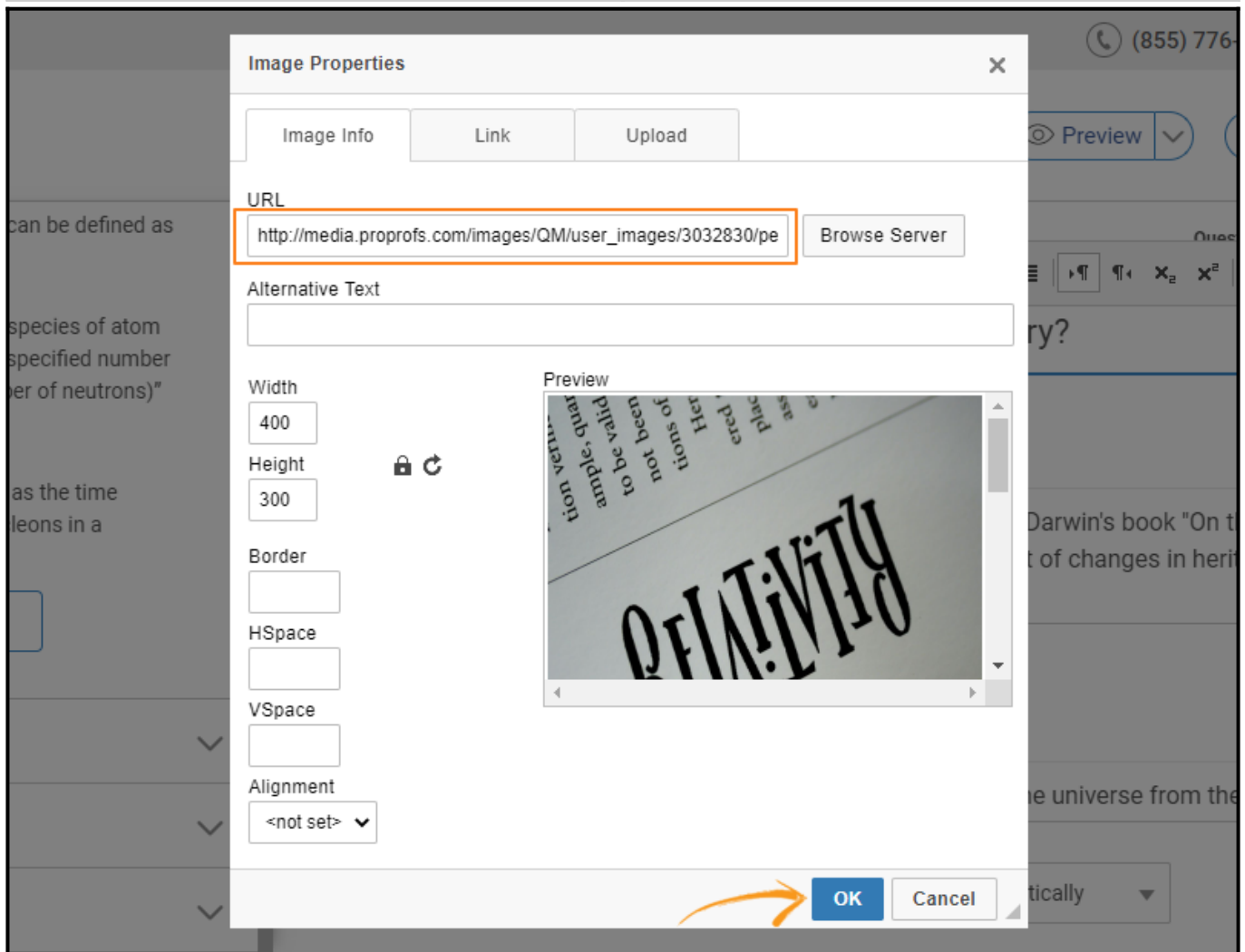
**Note:** If you don't have any images saved in the media library, refer to ["How to add an image to a quiz question"](#) to add images to the media library. The user media library keeps all the

*images you upload and the custom images.*

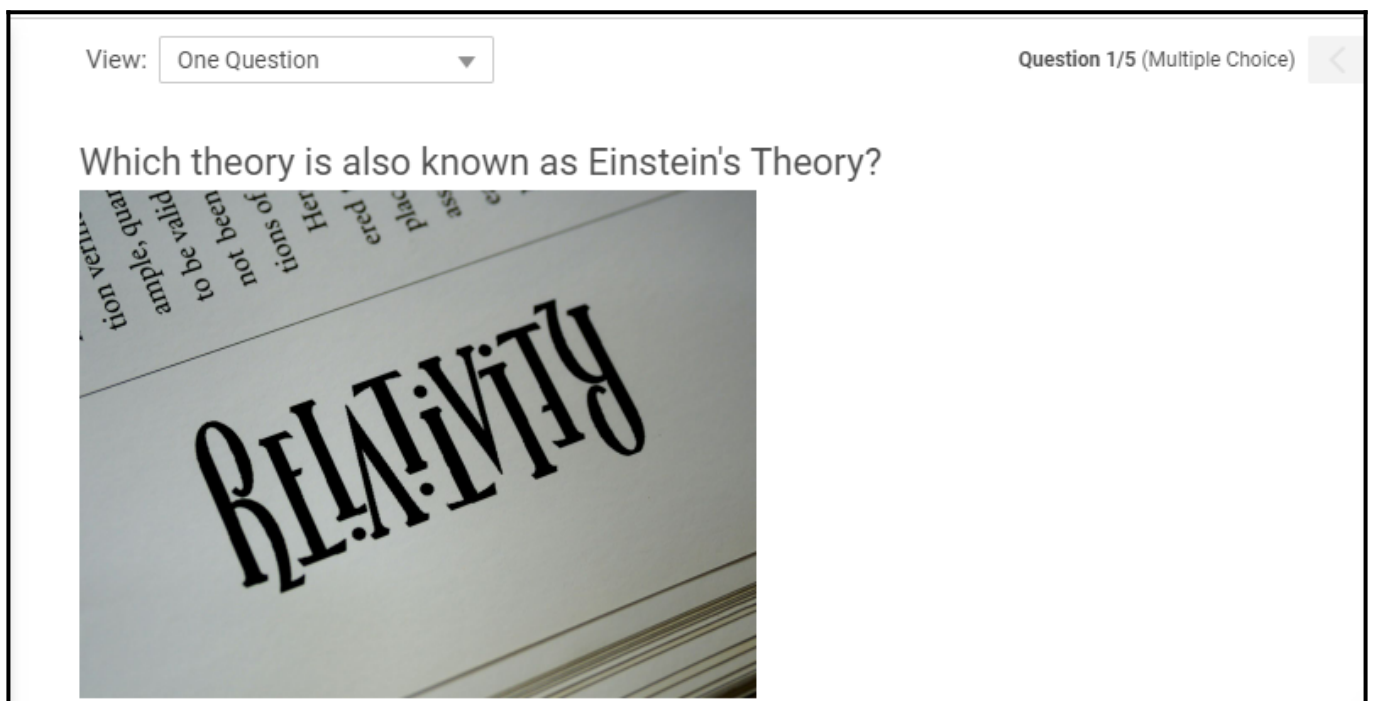
**Step 5:** Select the desired image from the media library. The selected image will get highlighted with orange borders, as shown below. Click “**Choose**” to proceed.



**Step 6:** Selecting an image from the media library automatically adds the image’s URL. Adjust properties accordingly, select the alignment, and click “**OK**” to add the image to the question.



Here's what the question will look like after adding the image.



Save the changes once done.

*That is all about the user media library in ProProfs Quiz Maker.*

### **Related Articles:**

- [Introduction to The Quiz Editor](#)
- [How to Add Images and Videos in Options](#)
- [How to Use Quiz Templates & Questions](#)