Put pages of pictures between chapters

Some books want a picture that isn't part of any chapter: a map before chapter 1, a gallery of plates halfway through, or a two-page spread to open the final act. An **Images** item does this. It sits in the manuscript list between chapters like a chapter does, but it holds only pictures. This page shows how to add one, fill it, and choose where each picture goes.

If you want a picture on a chapter's own opening page instead, see Pictures in a chapter opening.

Add an Images item

In the manuscript list on the left, click the **+** beside the Chapters heading (or Parts & chapters) and choose **Images**. You'll also find **+ Images** at the bottom of the list, under the last chapter.

The new item goes at the end of the book and opens in the middle of the screen. To put it where it belongs, open the **⋯** menu on its row and use **Move up** or **Move down**. The same menu has **Rename** and **Archive**.

An Images item doesn't take a chapter number, so the chapters around it keep counting as they did. In the list, its row shows its name and how many pages and spreads it holds, such as "Images · 2 pages, 1 spread."

Name it

At the top of the pane is the item's name, **Images** until you change it. Call it whatever helps you find it, like "Map" or "Plates, part two." The name is only for your manuscript list. Nothing prints it, and the contents page never lists it.

Add pictures

Click **Add a picture**, then choose one in the **Picture** slot. You can pick from the book's pictures or upload a new one (see The media library). Add as many as you like; they print in the order you see them, and **Up** and **Down** on each one change that order. **Remove** takes a picture out of the item. It stays in your media library, so nothing is lost.

Each picture has a few choices:

- **A page of its own** or **A two-page spread.** A page of its own fills one page. You can let it run to the edges of the paper (full-bleed) or keep it inside the margins. A spread runs across two facing pages and is always full-bleed.
- **Caption.** This shows in the ebook only, under the picture, and screen readers read it aloud. The paperback prints the picture with no caption.
- **In print** and **In the ebook.** Untick one to leave a picture out of that edition. A map that's too detailed for an e-reader might be print only, for example. One of the two always stays ticked, since a picture in neither edition wouldn't be in the book at all.

Changes stay in the pane until you click **Save**. If a picture slot is still empty, Write asks you to choose a picture for it or remove it first.

Screenshot: an Images item open in the pane *Capture an Images item with two pictures: one set to A page of its own, one to A two-page spread with its note showing, and the Caption box and In print / In the ebook ticks visible.*

How it prints

Each picture gets a page (or two facing pages) to itself, with no heading, page number or running head, so nothing distracts from it.

A spread always opens on a left-hand page so the two halves face each other. If it would start on a right-hand page, Write puts a blank page in first. The binding swallows a little of the middle, so keep faces and words away from the centre of a spread.

To see it before you print, open **Preview** and pick the whole book (see Write, Outline and Preview).

How it looks in the ebook

In the ebook, each picture is a page of its own at the width of the reader's screen, and a spread is shown whole, as one picture. As in print, the item has no heading, so the ebook's table of contents leaves it out.

Who can change it

Owners and co-authors can add, fill and move Images items. Everyone else on the book can open one and see its pictures.

Revision #2
Created 2026-11-12 15:26:36 UTC by Colophon
Updated 2026-11-12 15:26:45 UTC by Colophon