

HTML Editor Basics

Last Modified on 03/18/2026 9:49 am CDT

There are multiple parts to the HTML editor. The upper toolbar of the HTML/WYSIWYG editor is very similar to the toolbar in most document editors, such as MS Word. If you do not see this full toolbar, click the [...] icon on the far right of the window. Text can be copied and pasted from other sources (MS Word, Google Docs, etc.) with the formatting retained.

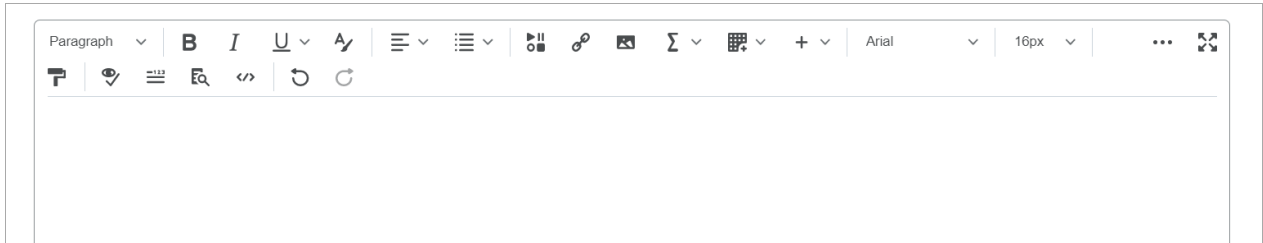











Image	Description
	Paragraph styling options
	Text formatting options
	Paragraph formatting options
	Insert options
	More text formatting options
	Format painter
	Accessibility Checker, Word Count, Preview, HTML Source
	Undo/redo options
	Fullscreen