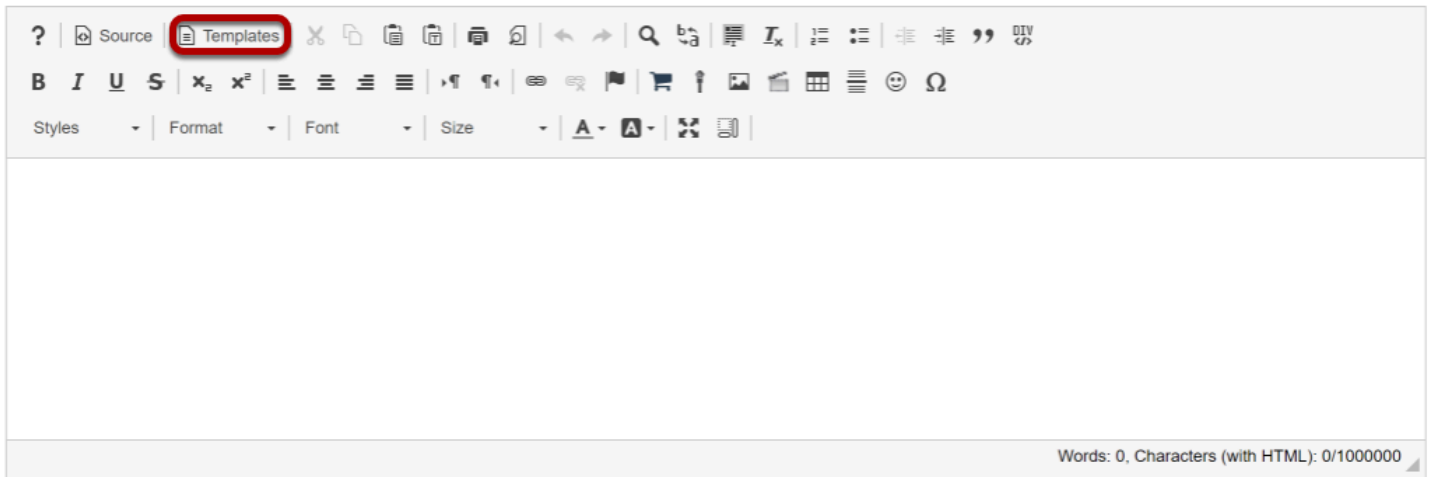


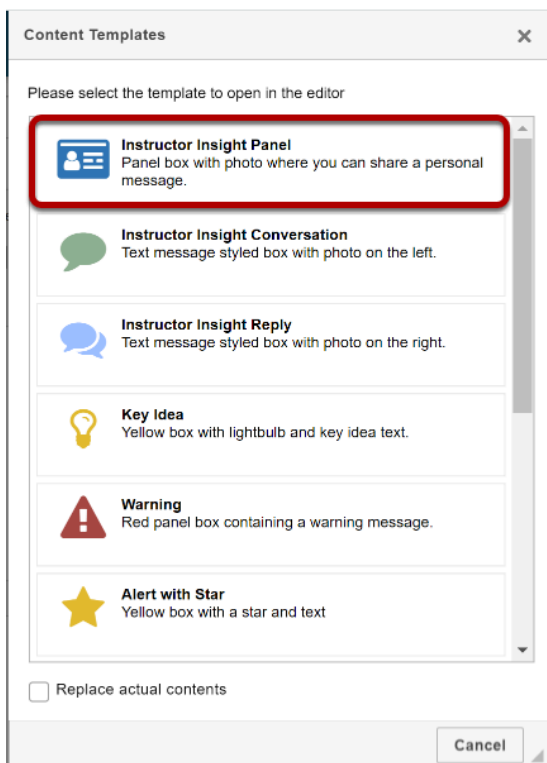
How do I add a content template to a text box?

Click the Template icon.



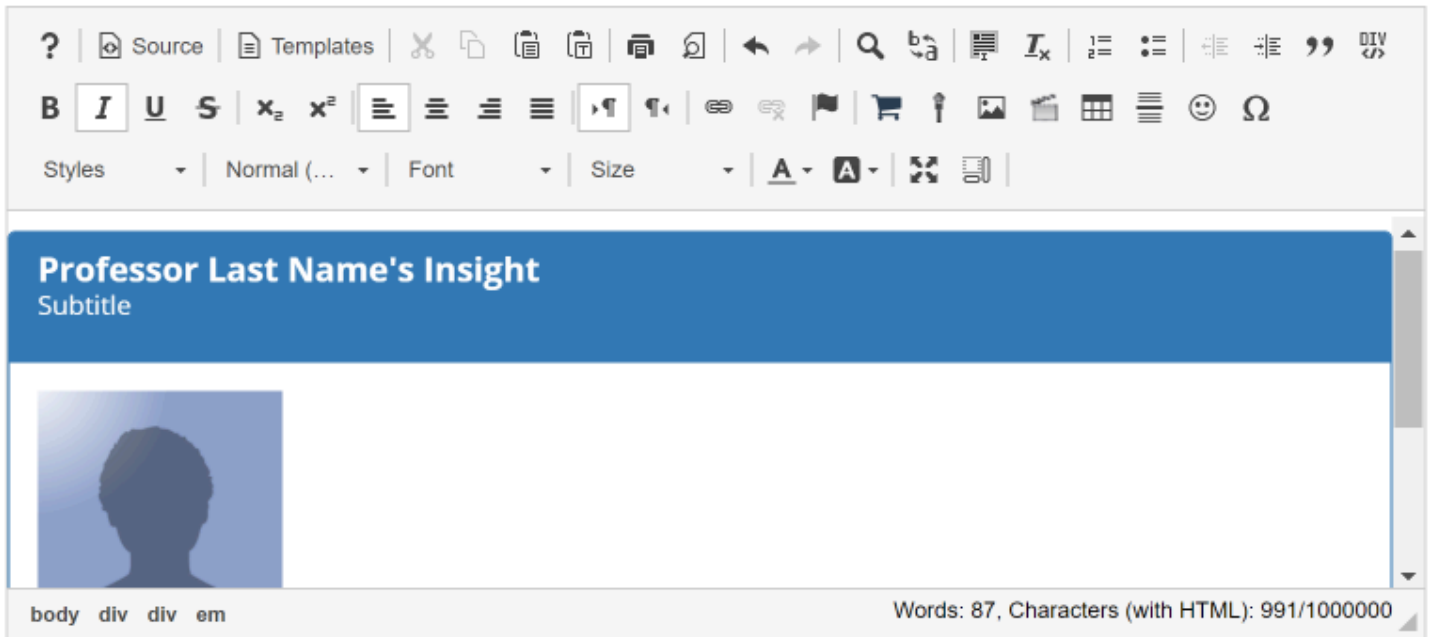
This displays the Content Template dialog box.

Select the content template.



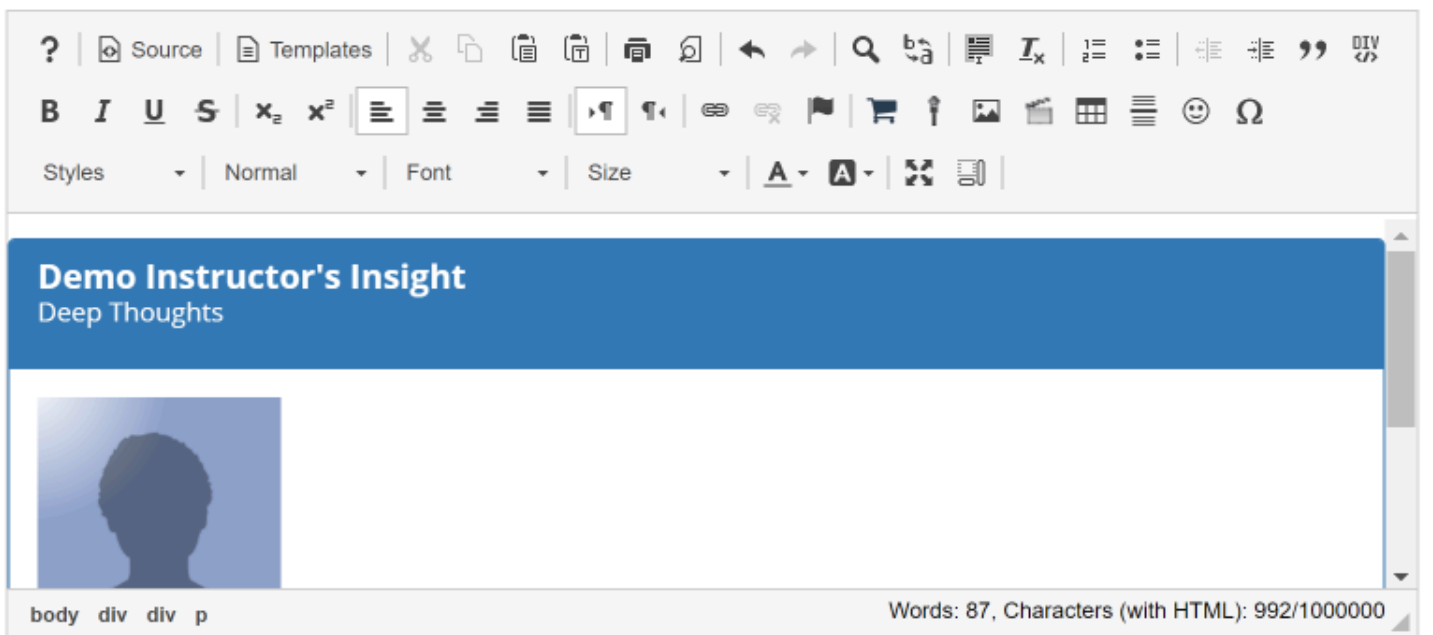
This displays the selected content template in the text box.

Add content to the content template.



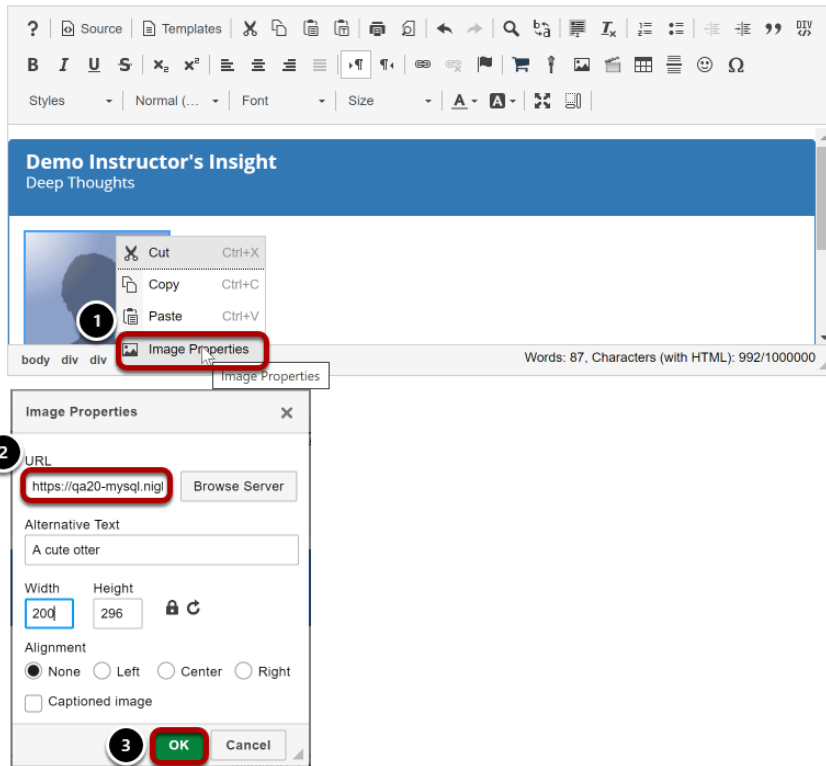
The screenshot shows a rich text editor interface. At the top is a toolbar with various icons for editing, including undo, redo, search, and text formatting. Below the toolbar is a status bar with the text "body div div em" on the left and "Words: 87, Characters (with HTML): 991/1000000" on the right. The main content area features a blue header with the text "Professor Last Name's Insight" and a subtitle "Subtitle". Below the header is a placeholder image of a person's silhouette.

Type the title and text.



The screenshot shows a rich text editor interface, similar to the one above. The status bar now shows "body div div p" on the left. The main content area features a blue header with the text "Demo Instructor's Insight" and a subtitle "Deep Thoughts". Below the header is a placeholder image of a person's silhouette.

Insert image.



Insert an image as follows:

1. Right-Click (CTRL-Click for MAC) the image and select Image properties.
2. Enter the URL of the image in the box marked URL.
3. Click OK.

Example Page

The image shows a rich text editor interface. At the top is a toolbar with various icons for editing, including undo, redo, search, and text formatting. Below the toolbar is a text area with a blue header containing the text "Demo Instructor's Insight" and "Deep Thoughts". Below the header is a small image of a panda. At the bottom of the text area, there is a status bar that reads "body div div" on the left and "Words: 40, Characters (with HTML): 848/1000000" on the right.