

# WYSIWYG Page Builder

## QUICK START GUIDE

Now you can design and edit entire course pages within Canvas without any HTML and CSS code knowledge.

Edit directly from inside most browsers, and within a fraction of the time.



CRYSTAL DELTA



canvas

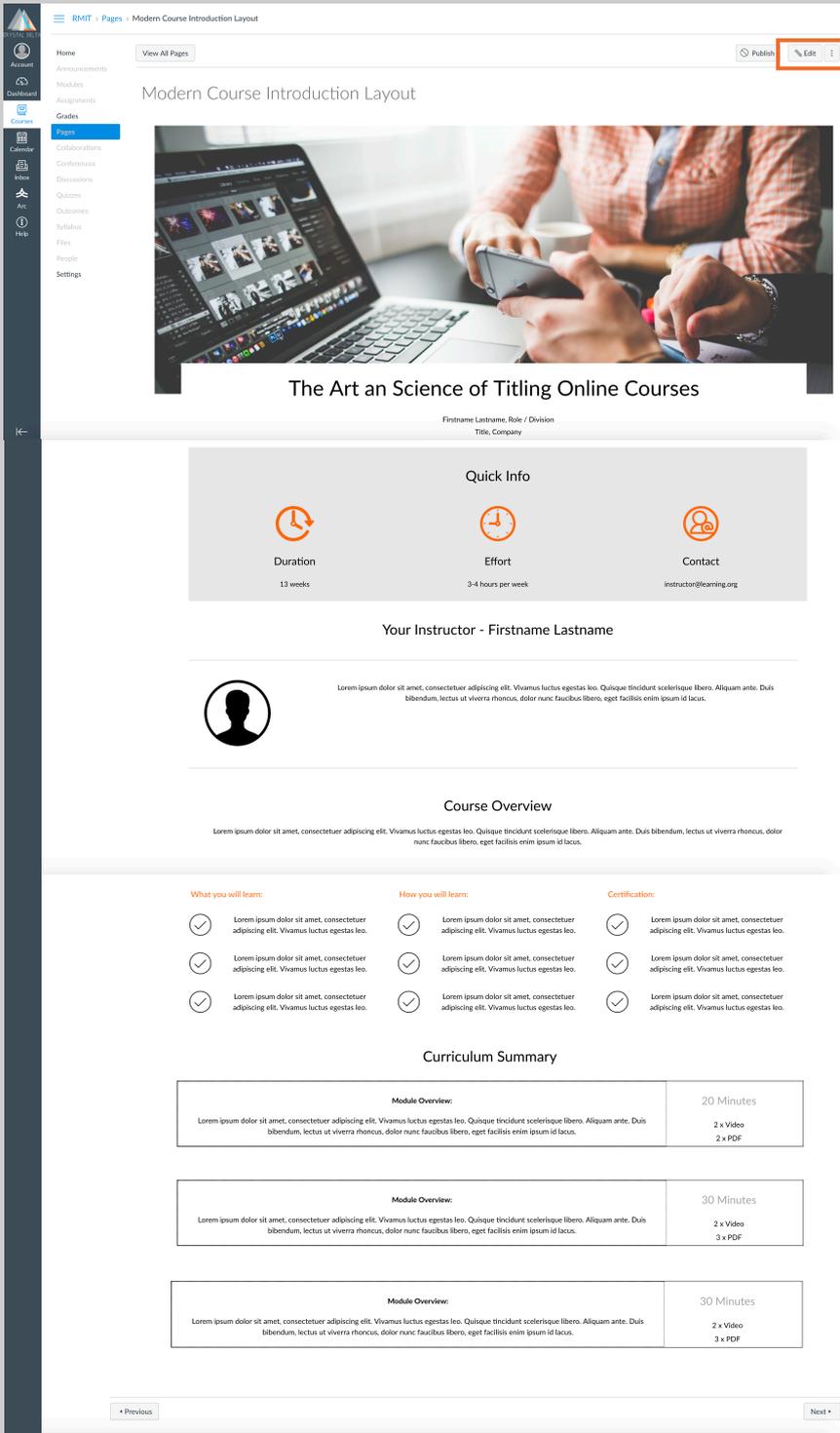


Ph: +61 3 9005 7878

[contact@crystaldelta.com](mailto:contact@crystaldelta.com)

<https://crystaldelta.com/>

# Welcome to WYSIWYG Page Builder



Now that you have access to a sandbox account, you're probably wondering "where do I begin?"

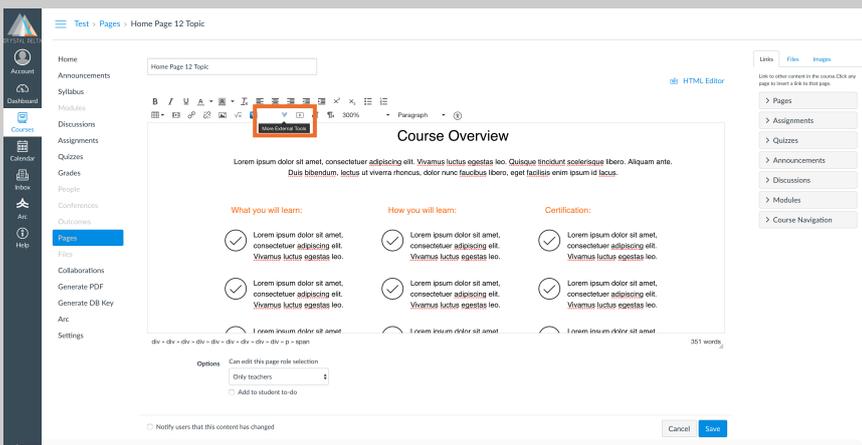
Great question!

Consider the next couple of pages your personal guide to get going.

The template present to the left was built using Page Builder.

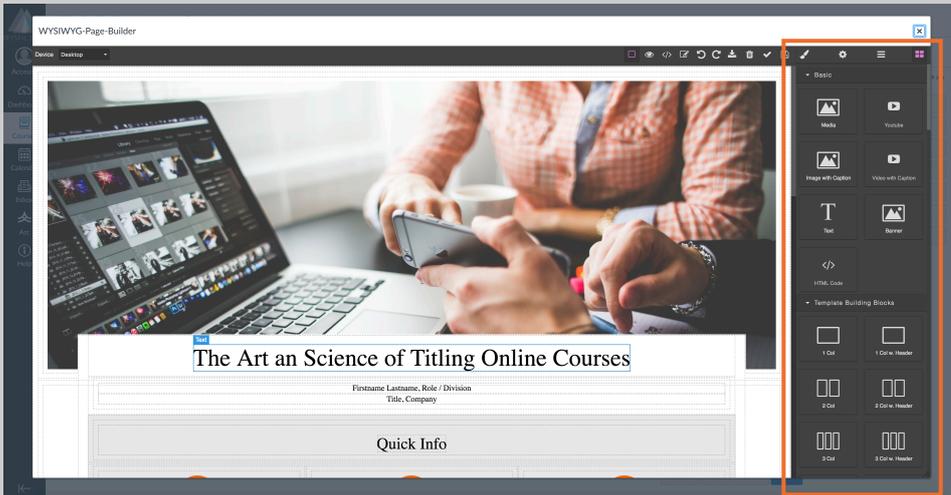
Notice that this Canvas Introductory Page looks a little like an organised webpage?

This is because the Page Builder tool allows users to create a Canvas course page via easy to use drag and drop building blocks - such as image/video placeholders, text boxes, header fields and more.



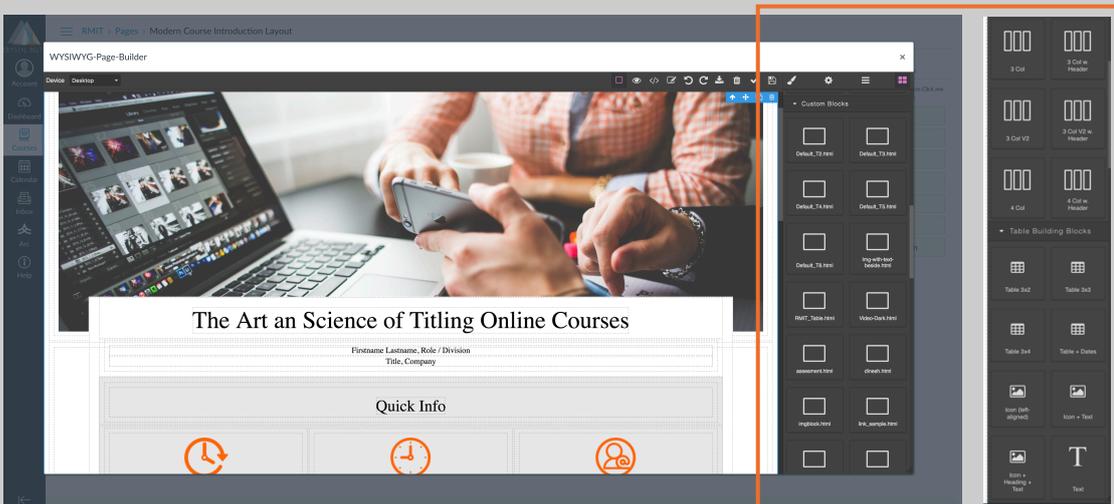
## Accessing Page Builder from within Canvas:

1. Select Edit - top right hand corner/located next to the Publish button - (refer to top image)
2. Select More External Tools icon - this text will appear as you hover over the icon - (refer to image to the left)
3. A drop down will appear listing a couple of options - select - **WYSIWYG Page Builder**



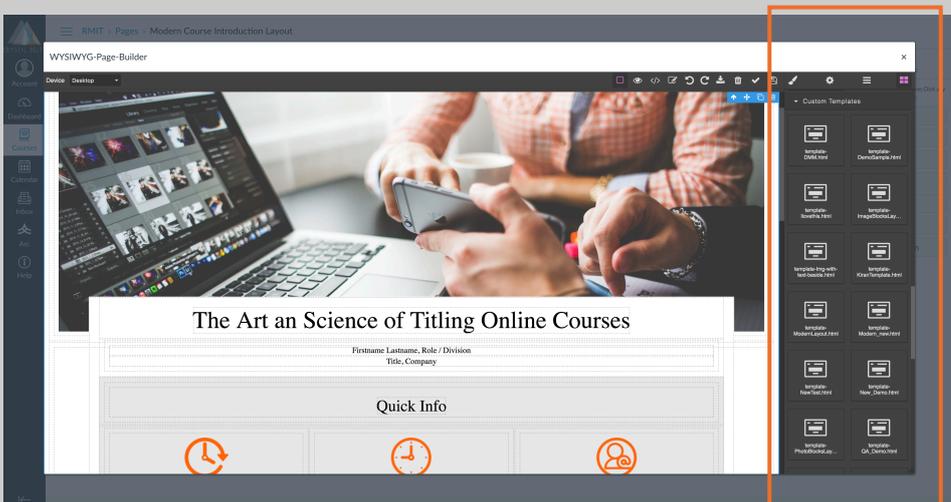
### Editing A Template:

You will notice, once Page Builder pops up, a number of dotted lines/fields will appear around every element on the page, these markers should be used as a guide line to aid with template creation and layout design.

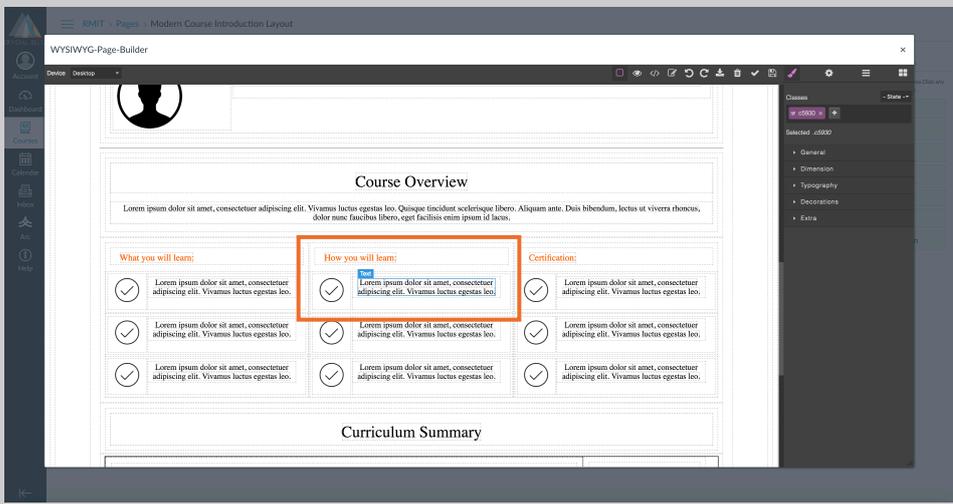


### Drag and Drop:

'Building Blocks' are located on the right hand side and can easily be dragged and dropping into place within a number of seconds for a clean layout to work from.

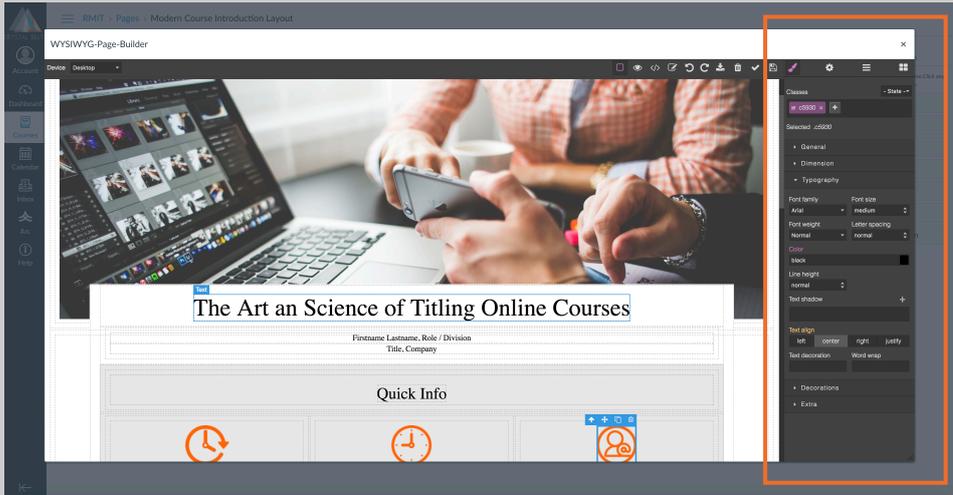


You can even save newly designed templates and share them with other users across the organisation.

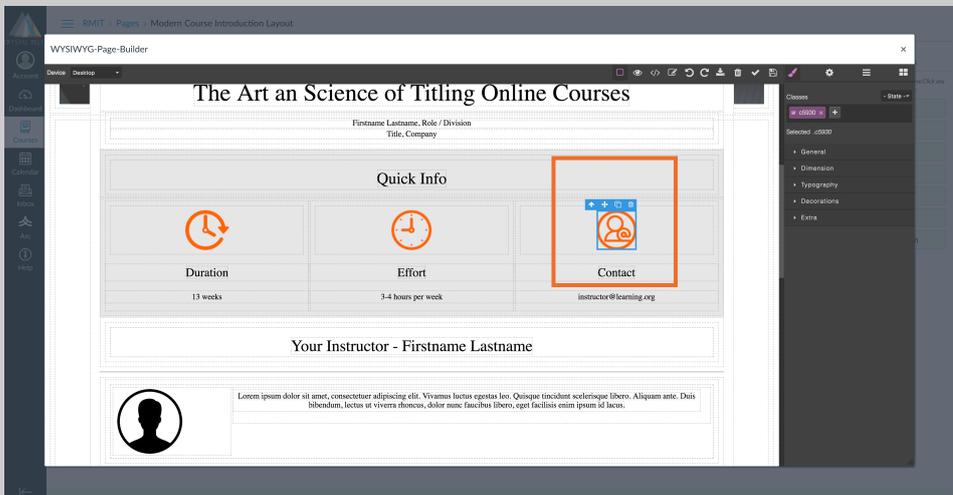


### Editing Text:

Editing and adding text is as simple as clicking on a text field and typing away.

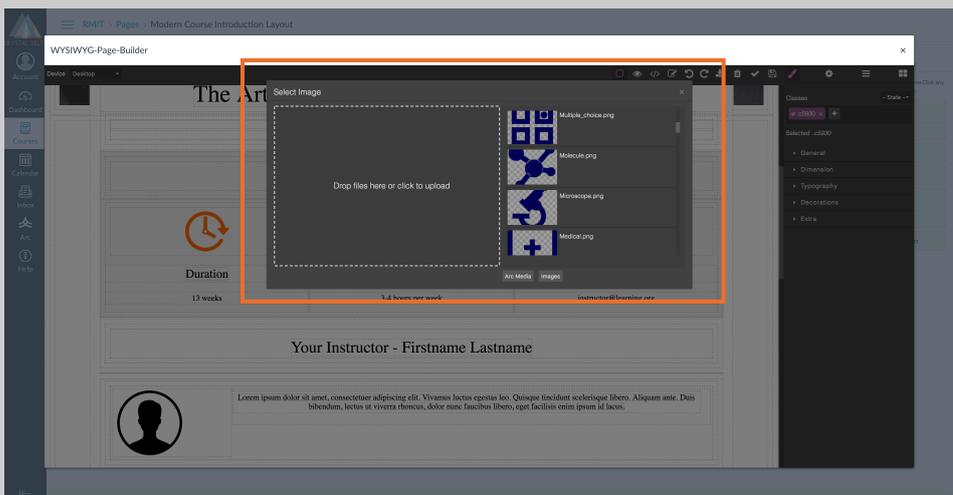


Selecting the 'Typography' drop down will expand a text editing tool - allowing changes to font, text size and colour.



### Editing/uploading images:

Updating and changing images is as simple as double clicking an existing image within the template - an image browser window pops up - allowing you to either select a new image present within the pop up - or uploading new media altogether.



## Design and build a page from scratch:

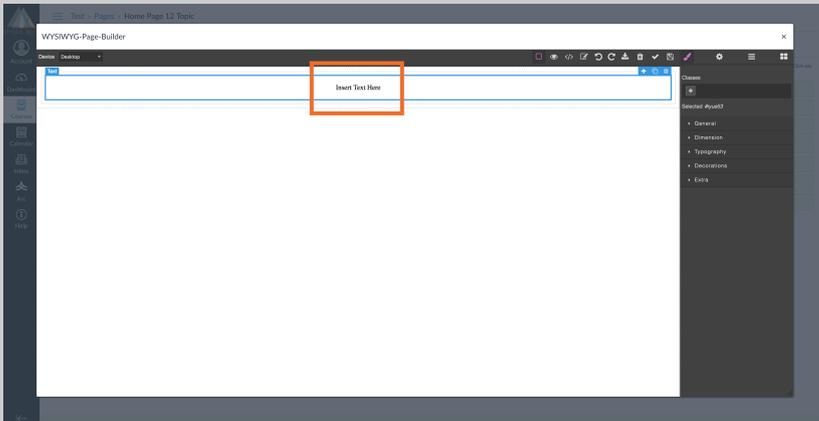
1. Drag into place a Single Column Building Block to get going - '1 Col'



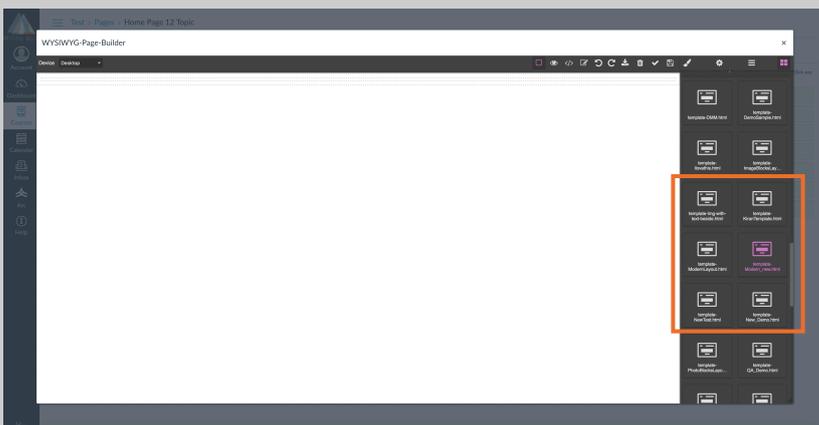
2. Select the 'Insert Text Here' field and simply hit 'delete' on your keyboard.

*This step ensures that you have a solid foundation and an overall starting-off framed field in which to begin building out your own template.*

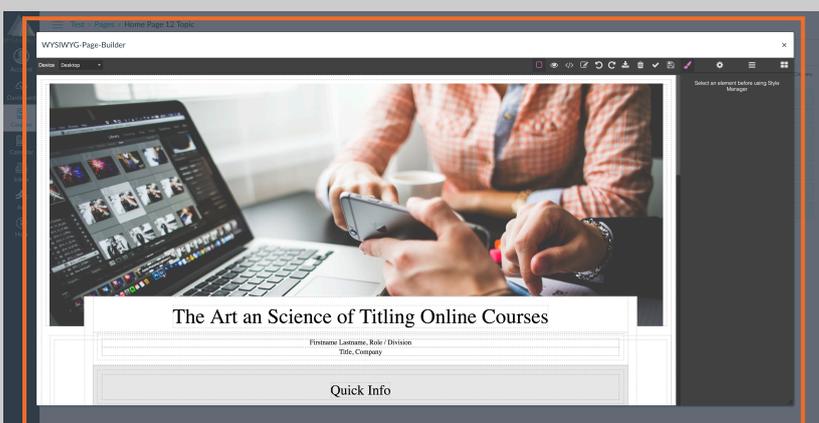
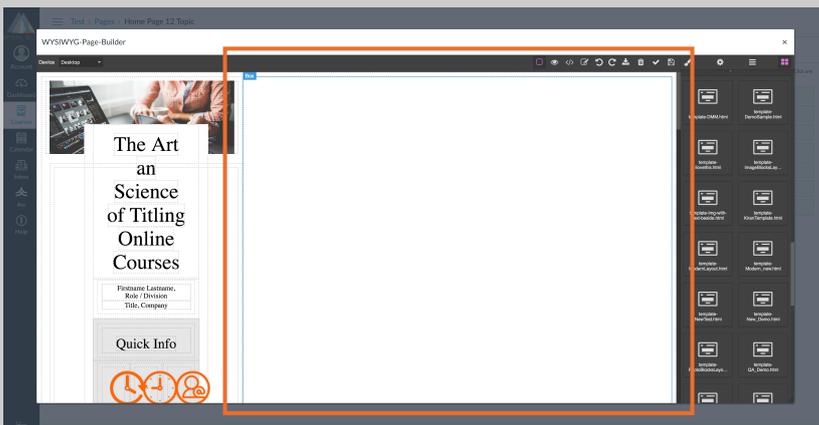
**Tip:** The Single Column (1-Col) building block represents a page division (div) or section. It is recommended that you start with a 1-Col block, and then inside that block have a series of 1-Col blocks dividing your page into sections.

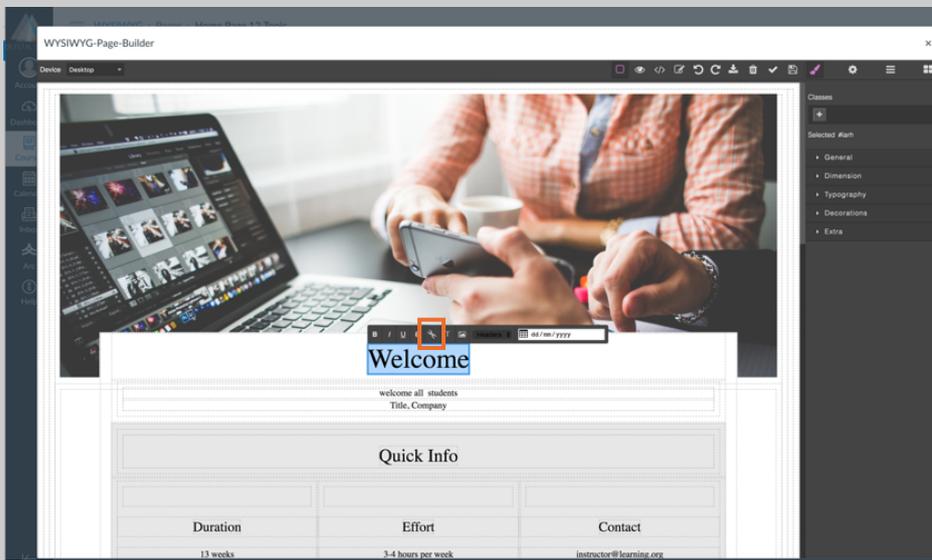


3. Either begin to drag in individual elements - such as header, image placeholder, text field and begin to populate content or scroll down to the saved templates along the right hand side and select a template you wish to use, and then drag it into the dotted markers added via the previous step.



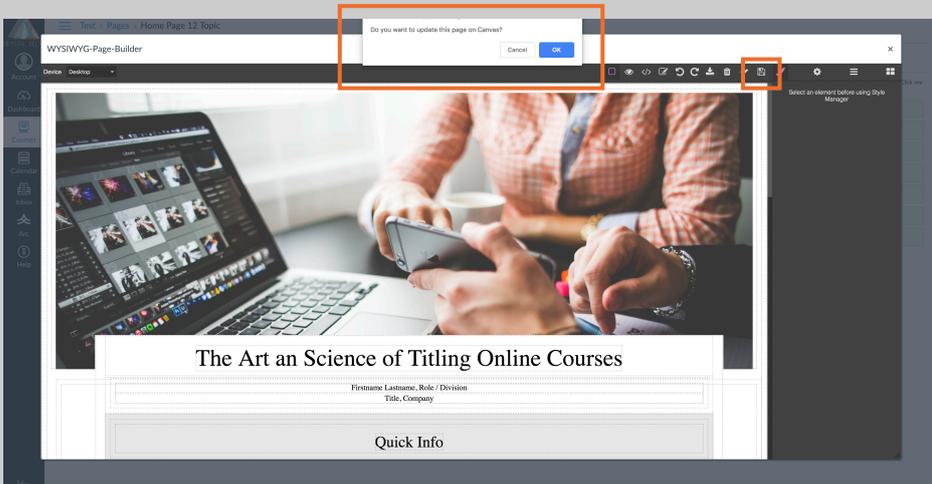
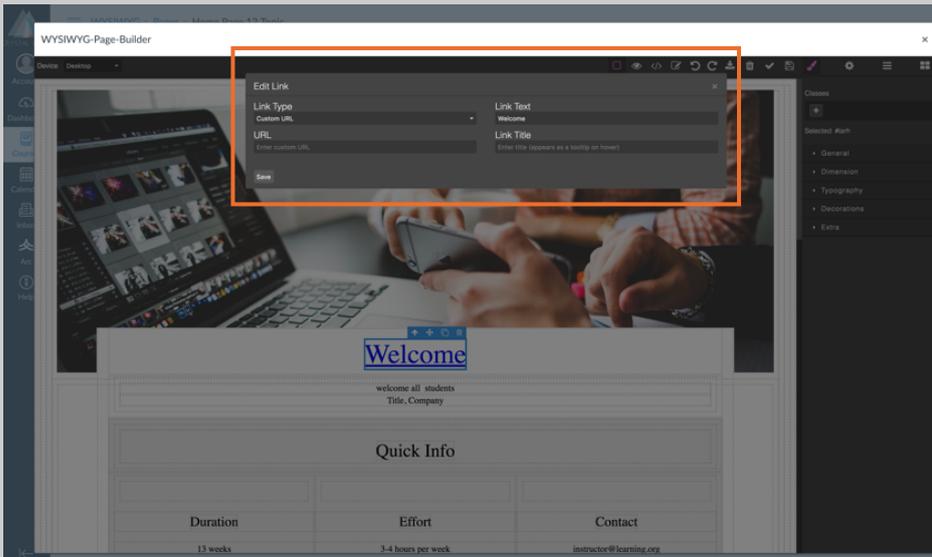
4. Should you chose to drag a template in - a blank text field will then appear alongside your chosen template. Simply select and delete this field. And you selected template will once again, fill the entire editing field/page view.





### Creating Links:

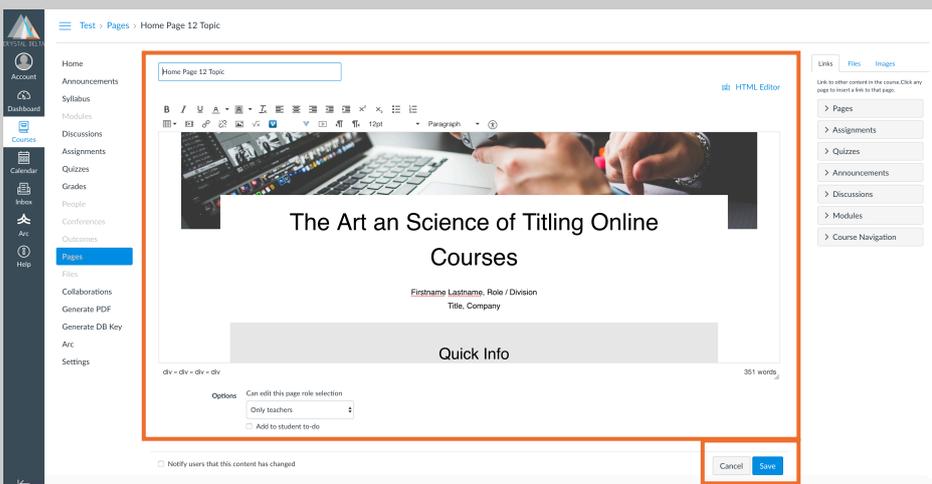
Creating links is as simple as double clicking highlighted text - selecting the 'create link' icon - then a window will pop up allowing you to add a URL.



### Saving a page to Canvas:

When you're happy with your new page, simply hit the 'save' icon within Page Builder.

You will be presented with a pop-up instructing you to select 'OK' prior to sending the design to Canvas.



Once you hit 'OK', your designed page will appear within the Canvas edit window - you are free to make edits via this view as well.

When you're ready - simply hit 'Save' within the Canvas edit view.

**It's that easy!**