

Authoring Process & HTML Editor

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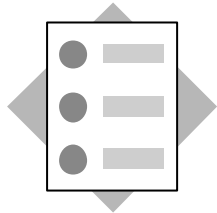
➔
Next

➔
Back

ⓧ
Exit

📖
Bookmarks

Authoring Process & HTML Editor: Unit Objectives



At the conclusion of this unit, you will be able to:

-  **Know the Authoring Process**
-  **Use the Text and HTML Editor**

Authoring Process & HTML Editor: Overview



**Content
Management**

▶ Authoring Process & HTML Editor

▶ **Online Editing**

▶ **Edit Locally**

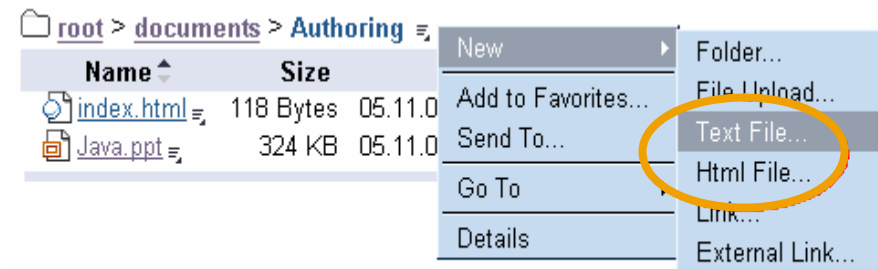
▶ **HTML Editor**

Offers an editor for creating and changing simple text and HTML files

Create documents:

✎ Text files without formatting

✎ HTML files



Edit documents:

✎ Edit simple text files without formatting

✎ Edit html files



Note: Only HTML files created by our HTML Editor can be edited online



Online Editing – Text Editor

The screenshot shows the SAP Online Editor interface for editing a text file named `JavaReadMe.txt`. The interface is divided into several sections:

- Properties:** A section at the top left containing fields for `ID` (README.txt), `Name` (JavaReadMe.txt), and `Description`. This section is circled in orange and labeled "Properties".
- Text field:** A large text area for editing the file's content. It contains the text: `README`, `Java(TM) 2 SDK, Standard Edition`, `Version 1.3.1`, and `For a more extensive HTML version of this file, see README.html.` This area is labeled "Text field".
- System:** A section at the bottom containing a table of system information. This section is circled in orange.

System	
Path	documents
Type	text/plain
Size	3,6 KB
Created	05.11.02 15:14:25 Pisterer, Michael
Modified	05.11.02 15:14:25 Pisterer, Michael

Online Editing – HTML Editor

The screenshot shows an online HTML editor window titled "documents > JavaReadMe.html - Edit HTML Document". The interface includes a "Properties" panel on the left with fields for ID (JavaReadMe.html), Name, and Description. A "Toolbar" is located below the properties panel, containing various icons for editing and formatting, as well as dropdown menus for Style, Text Size, Foreground, and Background. The main editing area displays the content of the HTML file, which includes a large heading "README", a subtitle "Java(TM) 2 SDK, Standard Edition Version 1.3.1", a paragraph "For a more extensive HTML version of this file, see README.html.", and a "Contents" section with a bulleted list of links.

Properties

ID: JavaReadMe.html
Name:
Description:

Toolbar

Style Text Size Foreground Background

README

*Java(TM) 2 SDK, Standard Edition
Version 1.3.1*

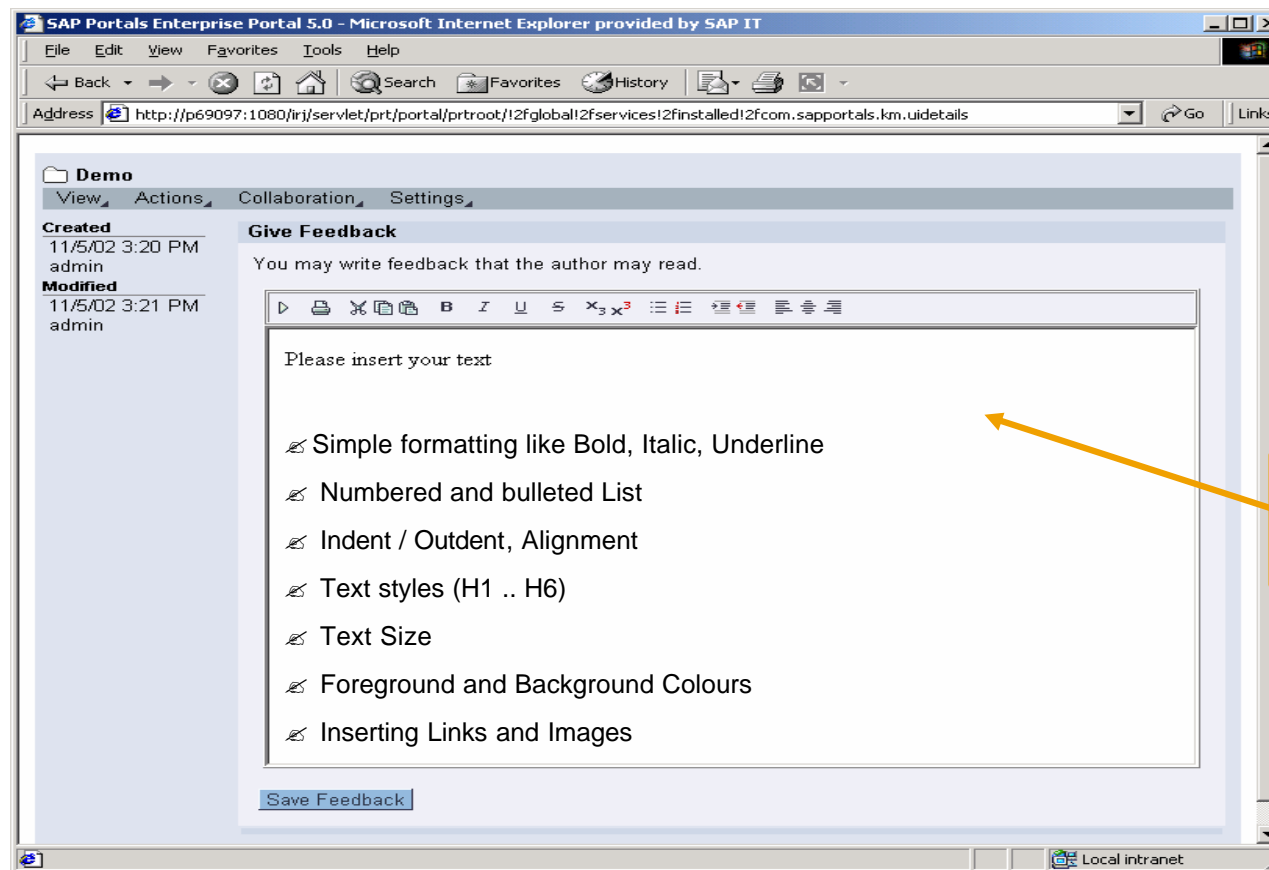
For a more extensive HTML version of this file, see README.html.

Contents

- Introduction
- Release Notes
- Bug Reports and Feedback
- Java 2 SDK Documentation
- Web Pages

HTML Editor: Purpose

- ✍ Provides an easy way of formatting text. Allow users in a WYSIWYG way to edit their text.
- ✍ Advanced features are inserting links and images.



What you see
is what you get

Copies a document from a repository to the local frontend and starts the application indicated by the documents mimetype. After editing is complete, the document can be uploaded automatically.

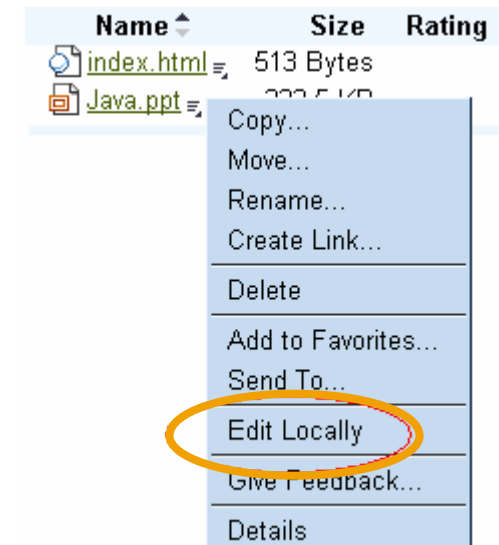
Check out the document

- ✎ See the 'Checked Out Documents' section in the Action Inbox
- ✎ The document is locked
- ✎ A copy of the document is transferred to the local frontend

The application indicated by the document's mimetype starts automatically and loads the documents content.

After the editing is finished, the revised version can be checked in by choosing 'upload now'. It's also possible to upload the document later with the check in function.

After the document is checked in, the entry in the Action inbox and the file at the frontend will be deleted.



Edit Locally UI

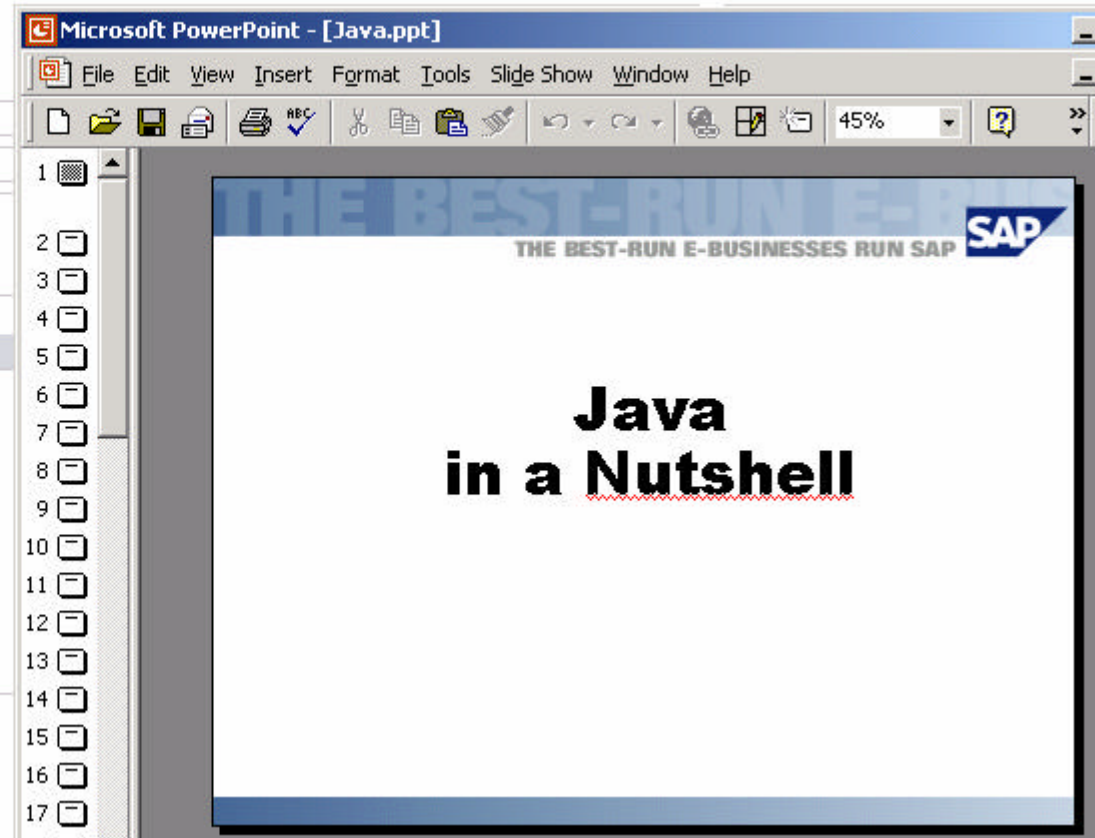
You are currently editing the document Java.ppt. When you have finished editing, save the document in your local application. To upload the revised version, you can use the Upload button. If you leave the application via Cancel you can later upload the document on the Details page.

ID	Java.ppt
Name	Java.ppt
Description	

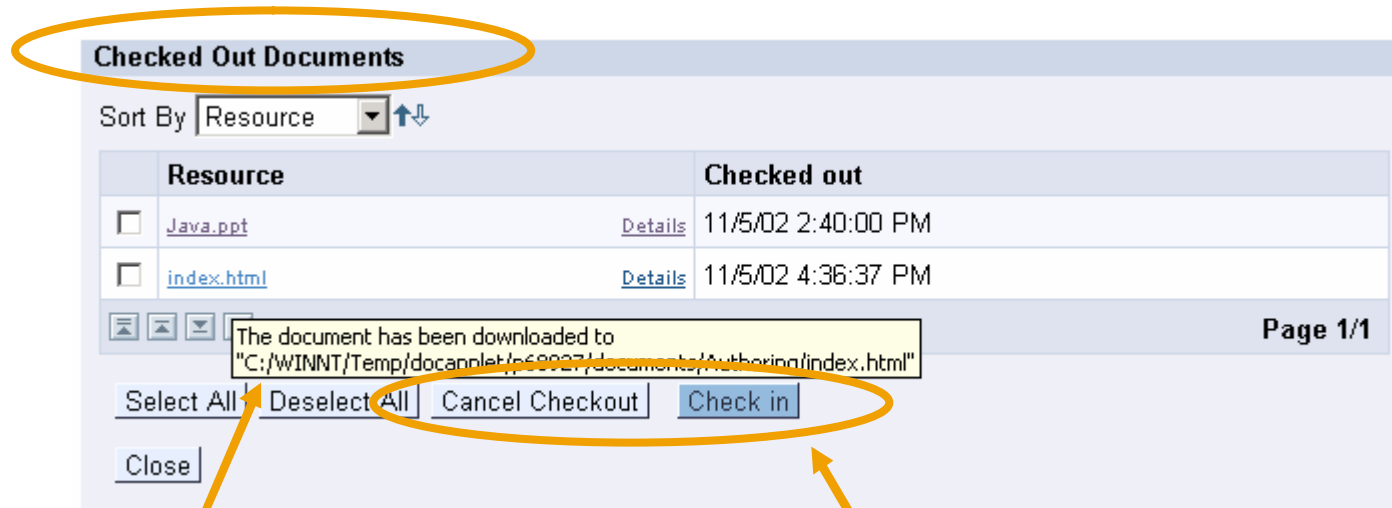
System	Custom	Miscellaneous	Access Links
Path	documents > Authoring		
Type	application/vnd.ms-powerpoint		
Size	323,5 KB		
Created	11/5/02 1:13:22 PM Pisterer, Michael		
Modified	11/5/02 6:51:52 PM Pisterer, Michael		

[Upload Now](#) [Upload Later](#) [Cancel](#)

Options



Edit Locally – Action Inbox

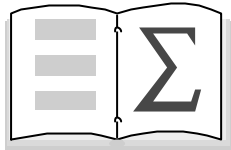


Download path of
the checked out
document

Check in the selected items

Discard changes to the
document and cancel check out

Authoring Process & HTML Editor: Unit Summary



You are now able to:

-  **Know the Authoring Process**
-  **Use the Text and HTML Editor**

**Please use for further reference
the Enterprise Portal 6.0 documentation**

