



iLearn: HTML Editor

Center for Innovation in Teaching and Learning

This document outlines the structure for using the HTML Editor in D2L. The HTML Editor can be utilized anywhere course content is created.

HTML Editor

The HTML Editor is a text box that allows users to edit text and insert elements like images, videos, tables, graphical equations, and more. The HTML editor appears throughout iLearn in several tools. The examples included below will be in using the Announcements tool.

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When using the HTML Editor, it is important to check for accessibility to ensure that content is accessible for all students. See the section on [Using the Accessibility Checker](#) for more information.

Use Text Headings

Text headings structure information clearly and play a crucial role in accessibility, particularly for screen reader users.

1. Type the message in a text box, then highlight the word(s).
2. Click the drop-down arrow beside **Paragraph** [1].
3. Choose the heading style [2].

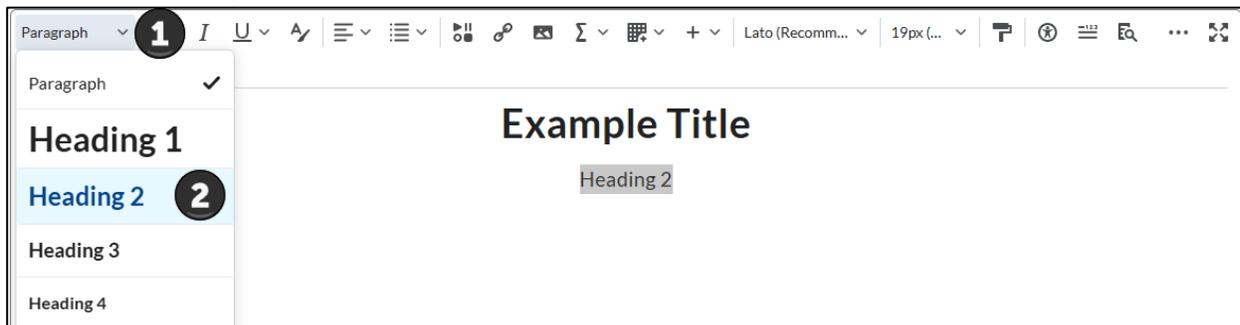


Figure: Heading Styles for HTML Editor

4. Save or publish any changes

Insert a Link

Users can link outside of the iLearn course or to other materials within the course.

Insert a Link to an External Website

1. Type the message in a text box, then highlight the word(s) to link.
2. Click the **Add/Edit Link Icon** under the highlighted text.

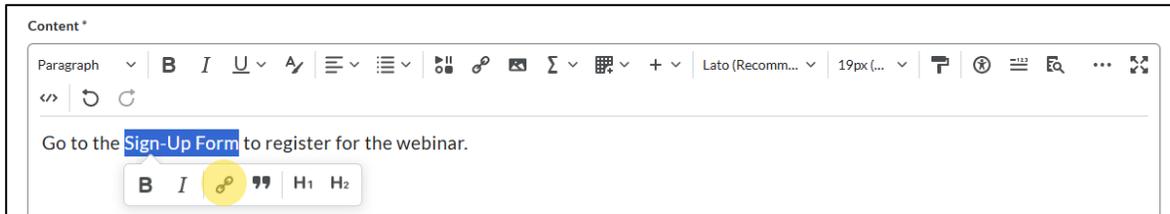


Figure: Add/Edit Link icon under the highlighted text

3. Under Link [1], paste the URL.
4. Choose either Open in **New Window** or **Current Window** [2].
5. Click **Apply** [3]

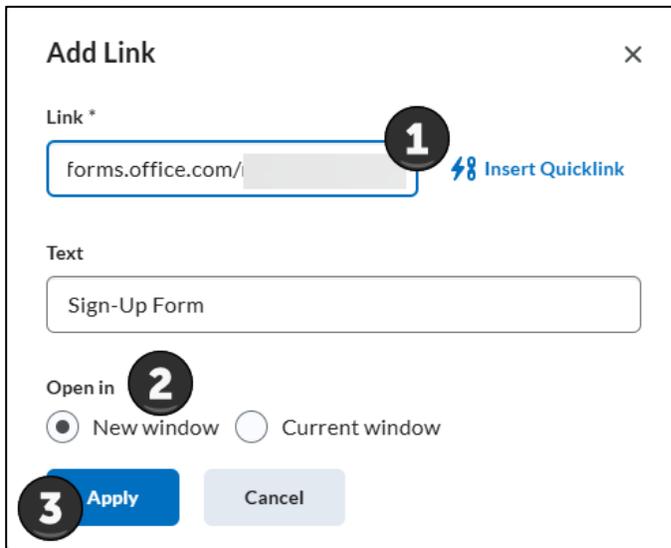


Figure: Add/Edit Link Options

6. The text will now be blue. Click on the link for options to open, edit, or remove the link.
7. Save or publish any changes.

Insert a Link to Other Course Material

1. Type the message in a text box, then highlight the word(s) to link.
2. Select the **Insert Quicklink Icon**.

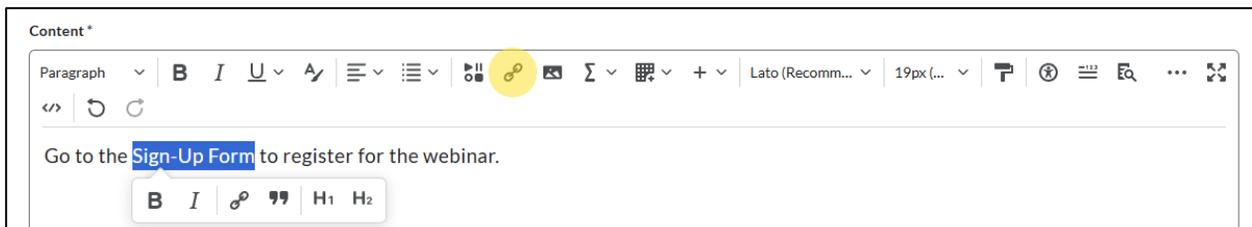


Figure: Insert Quicklink

3. Choose the tool under Course Materials, then choose course item to link.



Figure: In this example, a survey in the course was chosen.

4. The text will now be blue. Click on the link for options to open, edit, or remove the link.
5. Save or publish any changes.

Insert Stuff Options

The Insert Stuff icon enables users to add a wide variety of media to the HTML Editor text box. It supports the addition of materials from a computer, YuJa Media Videos, third-party integration links, course offering files, Video Notes, YouTube videos, and embed codes.

1. Place the cursor at the desired location for adding the materials.
2. Click the **Insert Stuff Icon**.

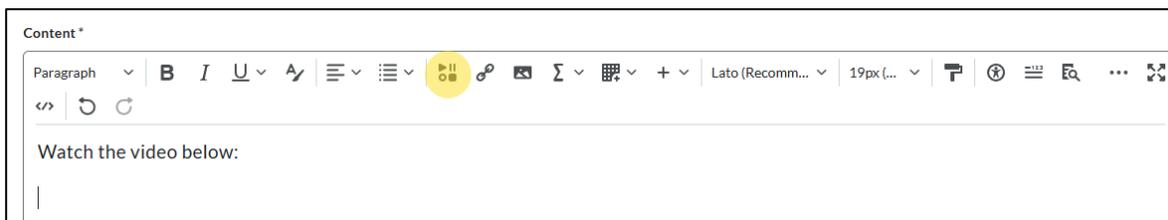


Figure: Insert Stuff Icon

3. Select which way to add the material (My Computer, YuJa, Add Video Note, etc.)



Figure: Insert Stuff Options

4. Depending on the option chosen, select, paste, or record the material(s).

5. Click **Next**, then click **Insert**.
6. Save or publish any changes.

Insert Images

1. Place the cursor at the desired location for adding the materials.
2. Click the **Insert Image Icon**.

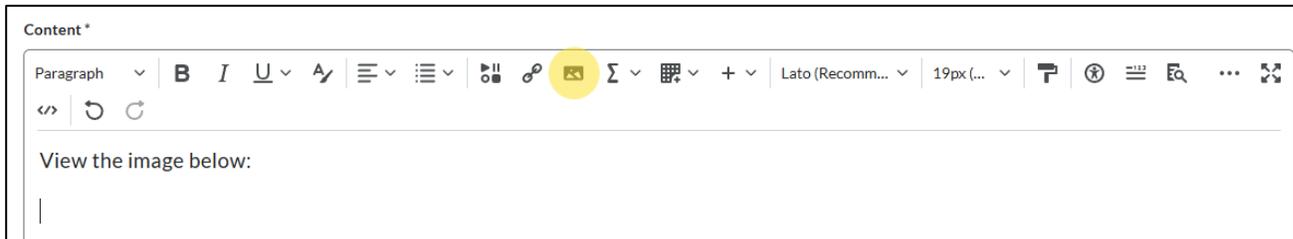


Figure: Insert Image Icon

3. Choose where to locate the image (My Computer, URL, Course Offering Files, or Public Files)
4. Choose the image, then click **Add**.
5. If adding a new image, type alternative text or check the box next to “This image is decorative,” then click **OK**.
6. Save or publish any changes.

Insert Graphical Equations

1. Place the cursor at the desired location for adding the materials.
2. Click the **Equation Icon**.

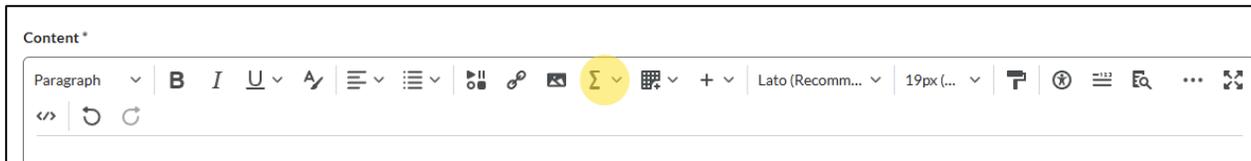


Figure: Equation Icon

3. Choose Graphical, LaTeX, MathML, or Chemistry Equation.
4. Insert the desired equation, then click **Insert**.
5. Save or publish any changes.

Insert Code

1. Place the cursor at the desired location for adding the materials.
2. Click the **Other Insert Options Icon [1]** dropdown menu.

3. Choose **Insert Code** [2].

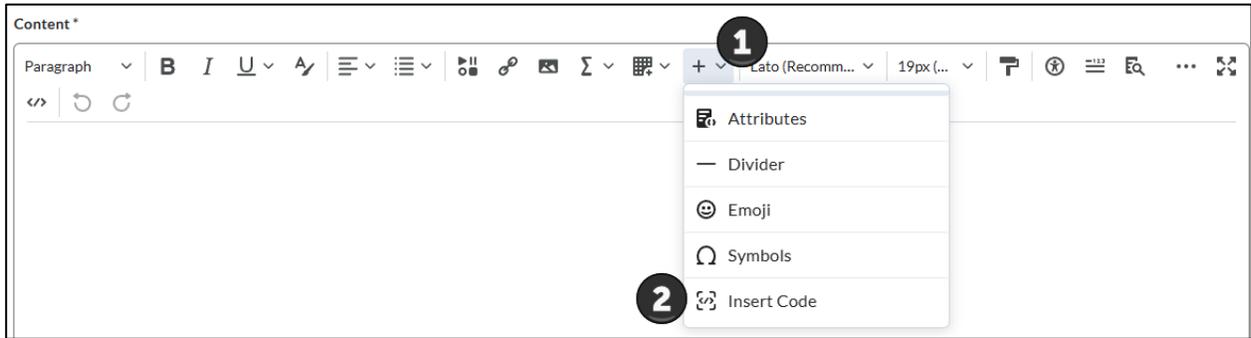


Figure: Click the + Icon, then Insert Code.

4. Choose the programming language in the top right corner [1].
5. Add or paste code into the editor.
6. (Optional) Click the **moon icon** to change the editor to dark mode.
7. When finished, click the checkmark in the top left corner [2].



Figure: Use the drop-down menu in the top right to change the programming language.

8. Save or publish any changes.

Using the Accessibility Checker

1. Insert content/materials into the HTML Editor.
2. Click the **Accessibility Checker icon**.

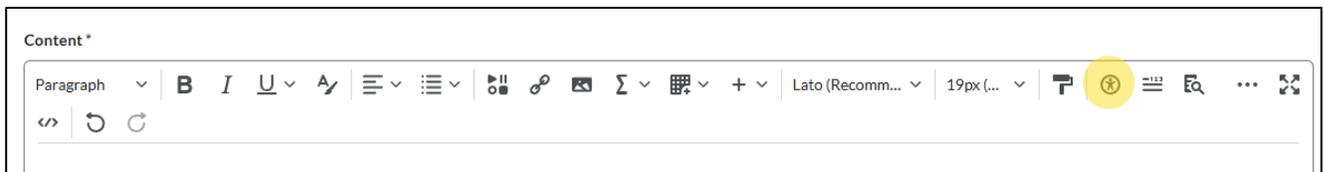


Figure: Accessibility Checker icon

3. The Accessibility Checker will indicate if there are accessibility issues or if the content is accessible.