

RiMANGGIS

Drag and Drop Editor User Guide

Version: V 1.00

Radica Systems Limited

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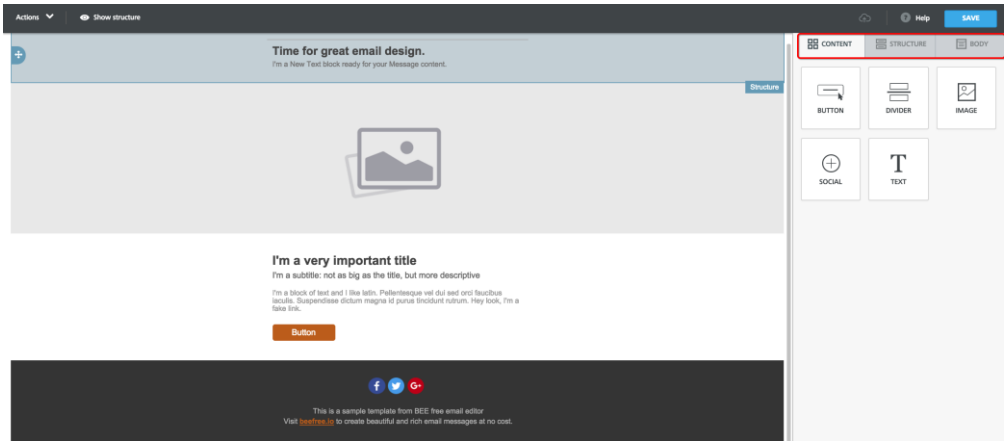
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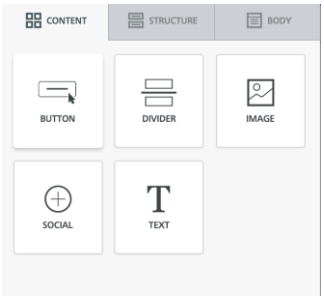
New editor description

Our newly integrated editor is very flexible and supports drag and drop function, it includes three columns including content, structure and body.



Content Tab

The content tab includes five kinds of content including button, divider, image, social, text.



Button

This editor is used to insert a button.

1. Click to drag and drop this editor to the area you want to place.



2. Click the text to modify button name and use the text font editor displaying below the button to modify text font.

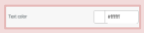
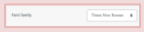
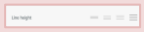
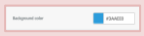
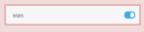
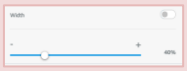


3. Click  to delete the image, or click  to duplicate the button.

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4. Use the button properties editor in the right side to set button properties.

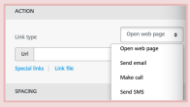
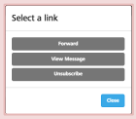
Table 1 Button Editor Description

Editor	Function	Description
	Set button text color	Click the color panel and select the color you want to set. 
	Set text font	Click and select a font from drop down font list. 
	Set button line height	Click and select a line height option.
	Set background color	Click the color panel and select the color you want to set. 
	Set the align method	Click to select the align method
	Set button width	● Click the toggle switch button to extend button width setting bar. ● Drag the bar to set button width percentage. ● You can switch the toggle button at right side to adopt default button width. 
	Set button frame radius	Click “+” to enlarge radius size. Click “-” to reduce radius size.
	Set content padding	● Switch the toggle button to left side to set the complete content padding size.  ● Switch the toggle button to right side to set the specific content padding size. 
	Set border size	● Switch the toggle button to left side to set border style, color and size.  ● Switch the toggle button to right side to set the specific side size of border. 

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Table 2 General Properties Editor

Properties editor including “Action” and “Spacing” apply to all editors.

Editor	Function	Description
	Define action type	Click and select an action option type from drop down option list.  ● Open web page: open a new web page after clicking the button. - Input the destination url link to be opened.  - Click “Special Link” to insert a Forward/Unsubscribe/View Message link.  - Click “Link File” to enter file manager page and select a file to be inserted.  In the file manager page, you can click  to insert a image file.
	Set spacing	● Switch the toggle button to left side to set all spacing size.  ● Switch the toggle button to right side to set the specific spacing side size. 

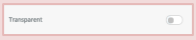
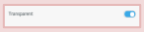
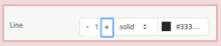
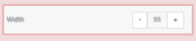
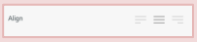
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Divider

This editor is used to insert a divider.

1. Click to drag and drop this editor to the area you want to place.
2. Click  to delete the image, or click  to duplicate the button.
3. Use the divider properties editor in the right side to set divider properties.

Table 3 Divider Properties Editor

Editor	Function	Description
	Set divider transparency	● Switch the toggle button to left side to set the divider as non-transparent (default status). When the divider is at non-transparent, you can set its line, width and align property. ● Switch the toggle button to right side to set the divider as transparent. 
	Set divider line weight, style and color.	● Click  to set divider line weight. ● Click  to set divider line style. ● Click  to open the color panel and set divider line color. 
	Set divider width	● Click to set divider width.
	Set divider align method	Click to set divider align method.
For Spacing editor, please refer to General Properties Editor		

Image

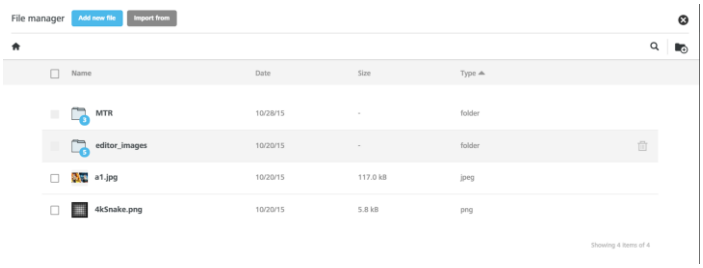
This editor is used to insert an image file.

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1. Drag and drop the image button to the html page.



2. Click “Browse” button to enter file manager page.

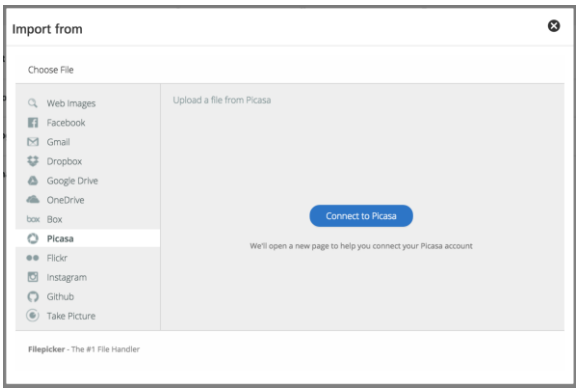


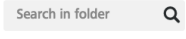
3. Click the check box  in front of an image file to make the following operations.

- Click  to insert the selected image file.
- Click  to preview image.
- Click  to delete the image.

4. You can click  to upload a local file, and the file manager supports all types of files to be uploaded.

5. You can click  to connect supported third party application to add image file.



6. You can input key words of file name in search bar  in the upper side corner to search files.

7. You can click  beside the search bar to add a new file folder.

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8. You can click to close file manager page and return to html design page.

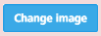
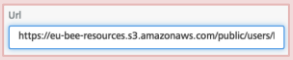
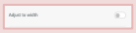
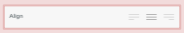
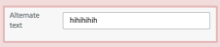
Note

The storage size of file manager is limited to 100GB.

In html design page, you can select the image to make the following operations.

- Click to delete the image
- Click to duplicate the image.
- You can use the image properties editor at the left side column to modify your image.

Table 4 Image Properties Editor

Editor	Function	Description
	Change image	Click to enter file manager page change the image.
	Edit image	Click to open photo editor to edit your image.
	Define Image url	Input a url link for your image.
	Adjust image to the container width.	1. Switch the toggle button at right side to keep its original size. 2. Switch the toggle button at left side to adjust it to the container size.
	Set image align method	If the image keep the original size, you can modify its align method.
	Set image alternate text.	Input a alternate name for your image
	Define action type	Please refer to the action editor description in
For Action and Spacing editor, please refer to General Properties Editor**.**		

Social

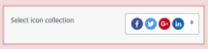
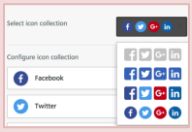
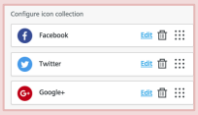
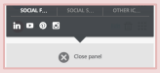
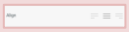
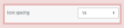
This editor is used to insert social media share button into the html design page.

1. Drag and drop the social media share icon to the html page.
2. Click to delete the image, or click to duplicate the image.

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3. Use the social media share button properties editor in the right side to set social media share button properties.

Table 5 Social Media Share Icon Properties Editor

Editor	Function	Description
	Select icon collection	Click to select a social media share icon group. 
	Configure icon group	● Select the icon to be edit and click “Edit” to extend icon setting menu. ● You can edit icon information including title name, description and url link.  ● Click Close to finish setting. ● Click to delete icon.
	Add new social media share icon	Click and select a icon in the extended icon list. 
	Set icon align method	Click to select the icon align method.
	Set icon spacing size	Click to select the icon spacing size as 5/10/15/20.
For Spacing editor, please refer to General Properties Editor**.**		

Text

This editor is used to insert text frame into the html design page.

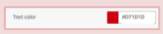
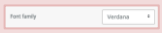
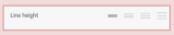
1. Drag and drop the text to the html page.
2. Click to delete the image, or click to duplicate the image.
3. You can use the quick edit menu to set text properties such as character font, size, color. You can also add links for the text content, or insert merge tag of RiMANGGIS properties into text.



4. You can use the text frame properties editor in the right side to set text properties.

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Table 6 Text Properties Editor

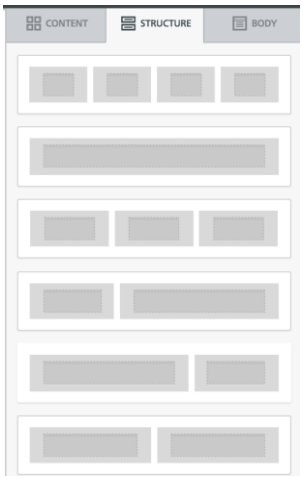
Editor	Function	Description
	Set text color	Set the whole text color.
	Set link color	Click to set inserted link and special link's color.
	Set text font	Set the whole text font.
	Set line weight	Click to set text line weight.
For Spacing editor, please refer to General Properties Editor**.**		

Note

If you use the quick edit menu to set color of specific characters, the color will stay unchanged even if you change the whole text color.

Structure Tab

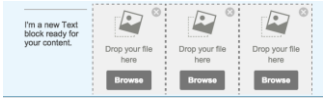
The structure tab provides six types of stricter blocks, you can select a block to insert it into html design page.



1. Select a block to drag and drop it the html page.



2. You can switch to content tab and select the content type you want to insert into the structure block area.

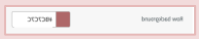


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3. You can click to drag and drop the content type to adjust its place.

4. You can use the structure editor to modify structure properties setting.

Table 7 Structure Properties Setting

Editor	Function	Description
	Set row background color.	Click to extend the color panel and select a color. 
	Set content background color	Click to extend the color panel and select a color. 
	Set column content properties.	Switch to corresponding content column of structure block to set properties.

Body Tab

The body tab is used to set body properties of the whole html page.

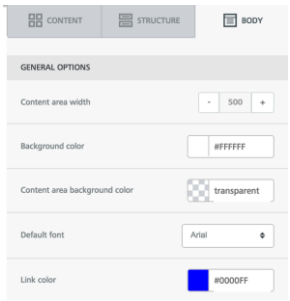
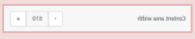
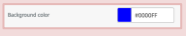
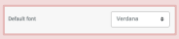
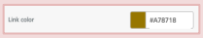


Table 8 Structure Properties Setting

Editor	Function	Description
	Set body width.	Click  to set width.
	Set body page background color	Click to extend the color panel and select a color. 

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	Set content area background color	Click to extend the color panel and select a color. 
	Set the character font of the whole body page.	Click to select a font type to apply to all text content in body page except specified text of which font are set seperately with text quick edit menu.
	Set all links' color in body page.	Click to extend the color panel and select a color. 

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