

# Editing with Divi

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# Background

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Divi is a theme from Elegant Themes. It is used as the theme for your website

It has many state of the art modules which can be used to provide a modern attractive website

It uses a layout intermediate layer called a “wire frame” to control the layout within a page, rather like a desktop publishing program.

The wire frame contains multiple text, image and other elements to build the page which is where your content is.

The content is held in Rows which are held within Sections to control the content distribution and behaviour.

From mid 2019 new, simple methods of editing were added by Elegant Themes, this PPT is intended to show you how you can edit existing content in a simple graphical way.

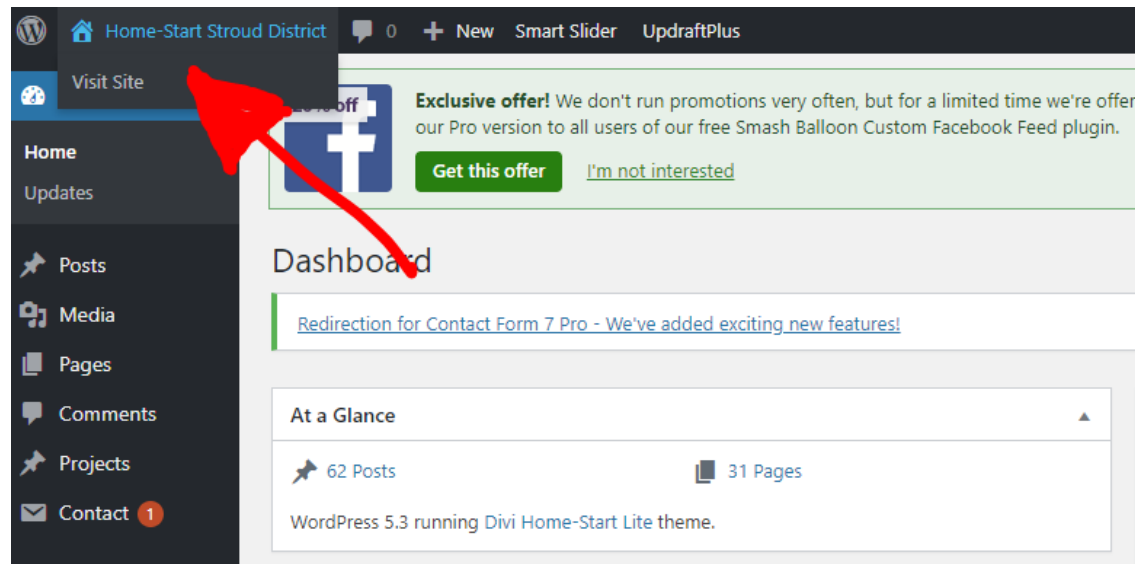
# Start here

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Login to your website

This will take you to the dashboard

From the dashboard go to the top left of the screen and click on the name of the website to VISIT SITE

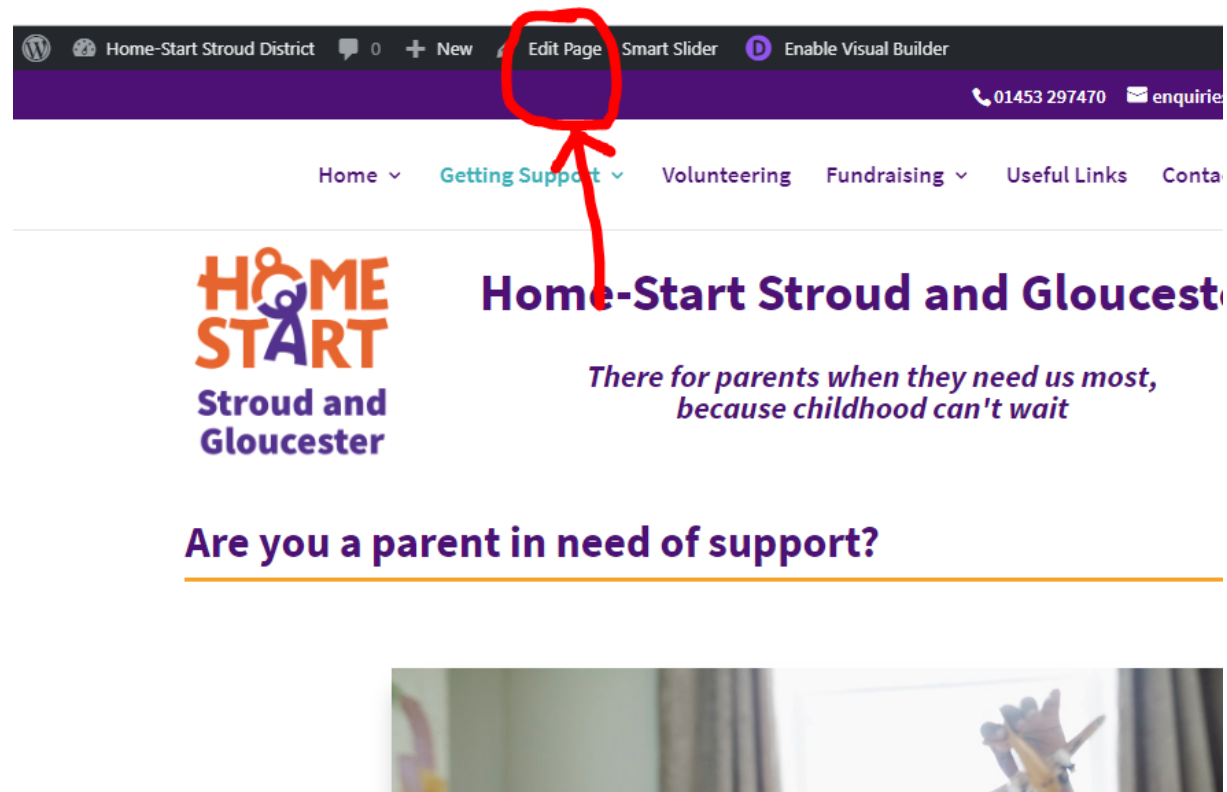


# Select a page you wish to edit

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When you have selected your page. Click on EDIT PAGE.

This will open the WIRE FRAME view of the website in the Editor



# Wire Frame View

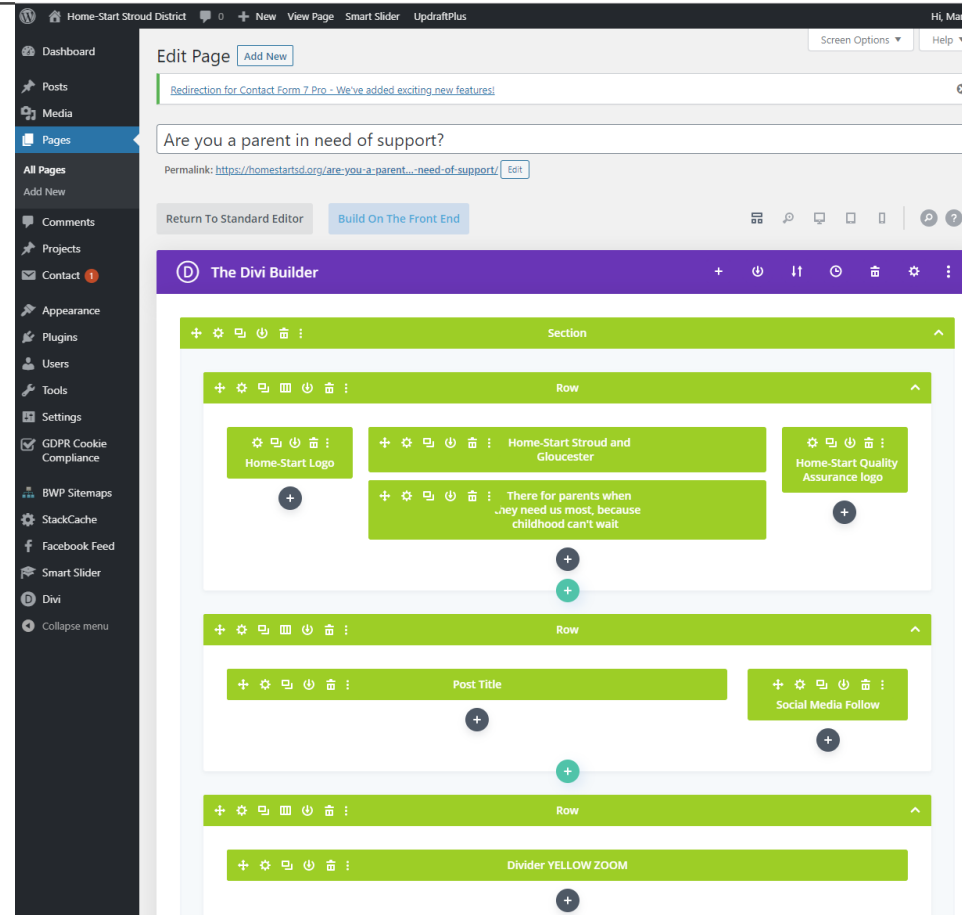
Note: Avoid changing anything that is green! These are global elements. If you change one it changes everywhere else.

You can scroll down your page and you will find there are Blue, Turquoise and Black horizontal bars.

Each black bar has some text on it describing what is inside it.

Note the top right of the page there are some icons.

These are important for the next steps.



# Exploring the editing icons

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From left to right.

Wireframe View

Zoom out for the page layout

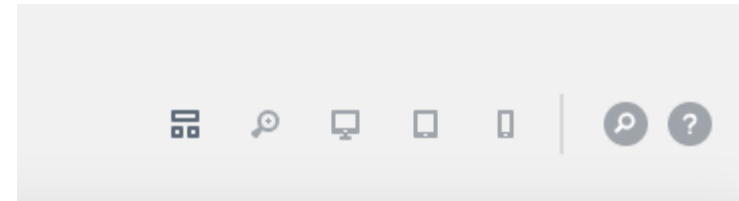
Desktop Editing view

Tablet Editing View

Smart Phone Editing View

Search

Helper (worth exploring if you are not sure)



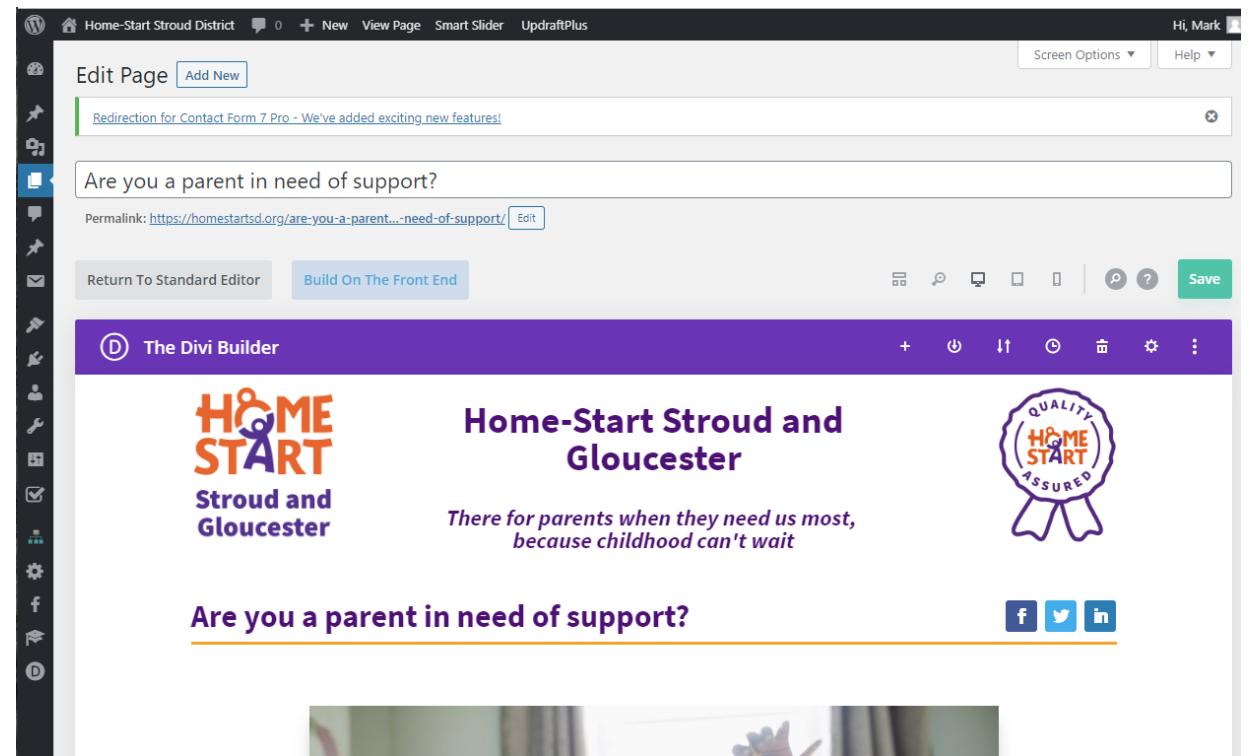
# Choose the Desktop Icon



The display now shows the webpage as a user would see it.

As you scroll down over the elements in the page you will see boxes appear. These are wrappers or boundaries for an element in the page.

You can now click directly into the text and edit it, or click on the cog icon on the boundary of an element. This will open the item up in a small editor on the screen.



# Elements you can edit

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The blue rectangle set of icons is for a **section**.

The turquoise rectangle set of icons is for a **row** within the section.

The black rectangle set of icons is for a **module** within a row.

You need to edit at the module level for most things you wish to do.




service, a carefully selected and trained volunteer, who has parenting experience, can visit you regularly for 2-3 hours a week in your own home. Our volunteers are there to offer emotional and practical support which is based on what we together agree would be helpful. Our support is flexible and responsive to your needs and can include:

- being a listening ear or someone to talk to
- adult company
- helping and playing with your children
- reassurance
- help to find out about and access other local amenities and services
- encouragement and motivation
- practical help

- coping with your own illness or disability

If you are a parent looking for support **you can contact us directly** or contact your GP or health visitor to refer you to us or if you prefer. The information we provide will ensure that the support you receive is appropriate and effective. **Telephone 01453 297470 to talk to someone about support.**

Once we receive your completed referral form we will contact you and arrange to visit to discuss what issues your family is having to deal with, what support is needed and how we may be able to help you. **Home-Start Stroud and Gloucester** is an independent and confidential volunteer service -  only support you at your request.





# Editing a text module

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I have selected a block of text, or a text module which I wish to edit. Click on the Cog symbol (Settings) in the dark grey set of icons on the left to open it on the text for editing.

service, a carefully selected and trained volunteer, who has parenting experience, can visit you regularly for 2-3 hours a week in your own home. Our volunteers are there to offer emotional and practical support which is based on what we together agree would be helpful. Our support is flexible and responsive to your needs and can include:

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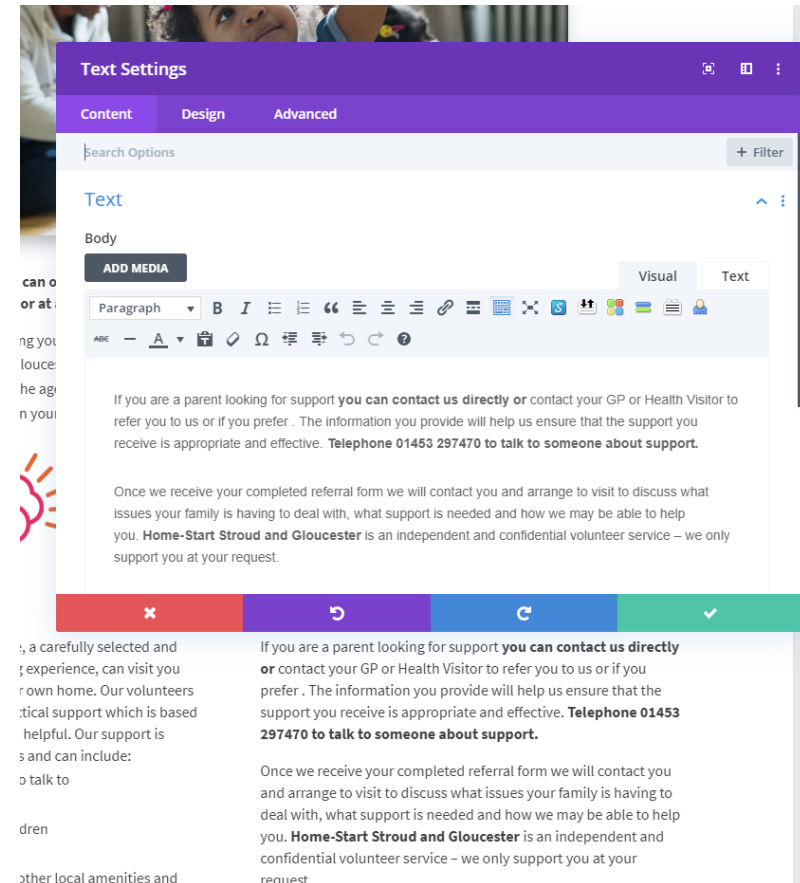
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# Editing a text module

The selected block of text has now appeared in a window on my screen labeled “Text Settings”. I can now edit this block and have all of the usual editing icons present.

When I have finished editing I will click on the tick symbol in the turquoise box to the right of the editor.

This will locally save my changes.



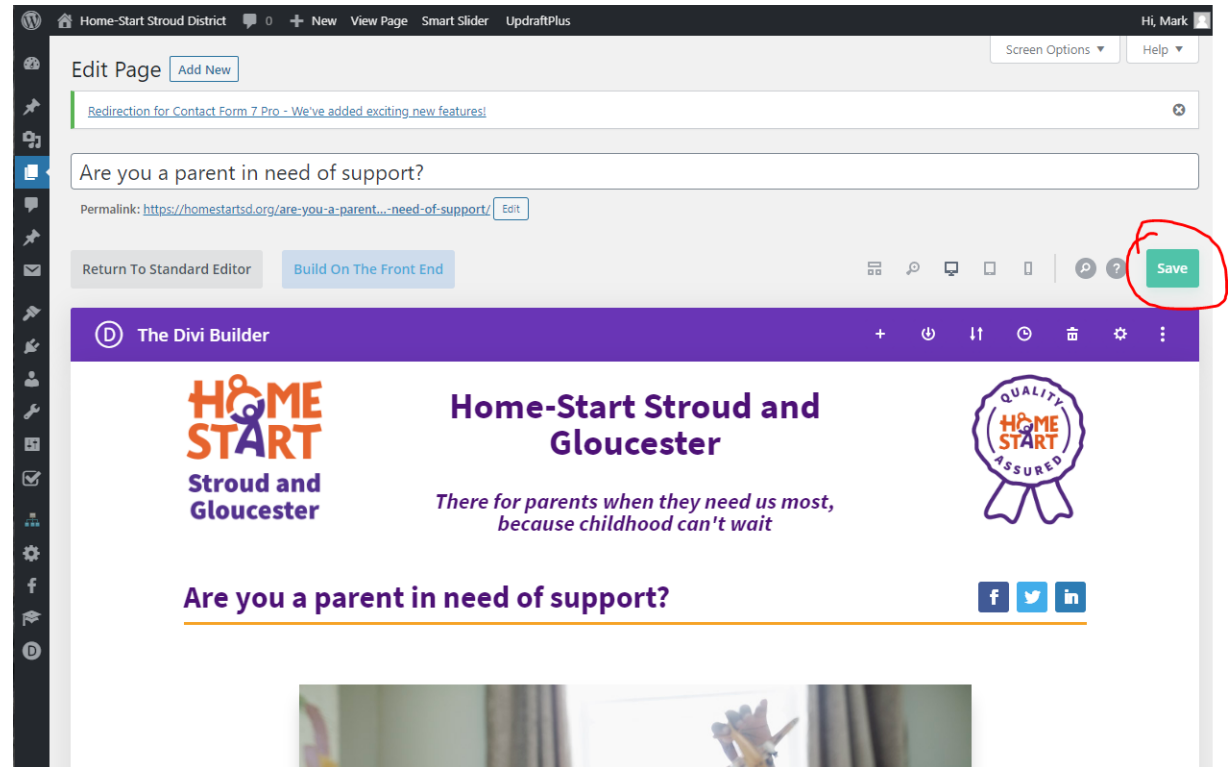
The screenshot shows a 'Text Settings' editor window with a purple header and three tabs: 'Content', 'Design', and 'Advanced'. The 'Content' tab is active. Below the header is a search bar and a 'Text' section. The 'Body' section contains an 'ADD MEDIA' button and a rich text editor toolbar with icons for bold, italic, list, link, and other text formatting options. The text area contains two paragraphs of text. At the bottom of the editor, there are four buttons: a red 'X' (close), a purple refresh icon, a blue refresh icon, and a green checkmark (save). The text in the editor reads: 'If you are a parent looking for support **you can contact us directly** or contact your GP or Health Visitor to refer you to us or if you prefer. The information you provide will help us ensure that the support you receive is appropriate and effective. **Telephone 01453 297470 to talk to someone about support.** Once we receive your completed referral form we will contact you and arrange to visit to discuss what issues your family is having to deal with, what support is needed and how we may be able to help you. **Home-Start Stroud and Gloucester** is an independent and confidential volunteer service – we only support you at your request.'

# Save your changes

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Scroll back to the top of the page and locate the Save button and click on it. This will save the changes locally.

You will return to the wire frame view of the page.



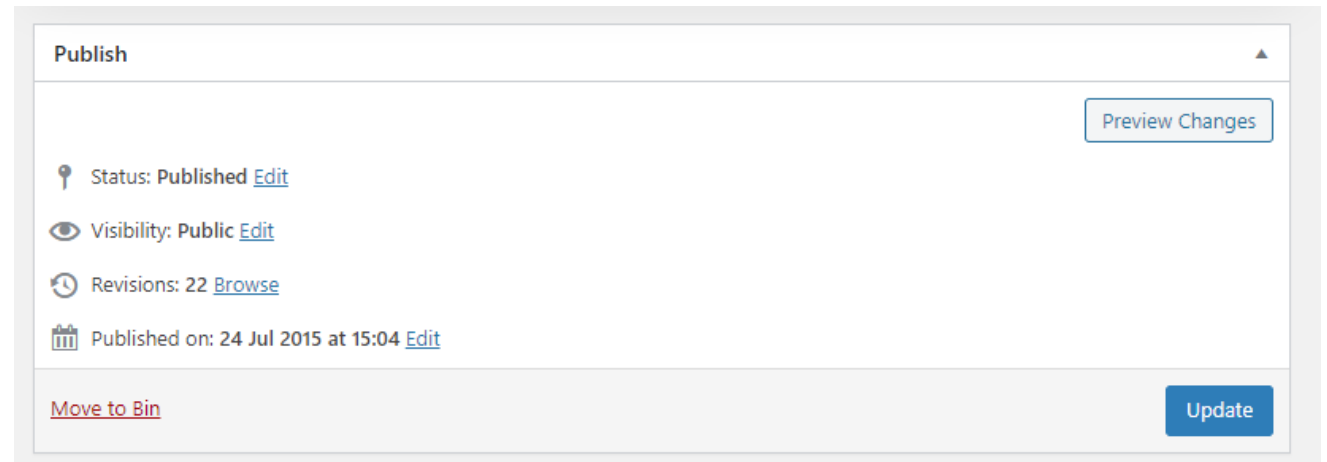
# Update the page

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Locate the Wordpress Page Update button.

It may be on your right at the top, or under the wireframe view (at the bottom of the page) and click on it.

This sends the edits to the server.



# Summary

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Divi can look quite daunting to anyone that has worked in WordPress before. It will look alien. However it has some powerful editing tools available that are not included with other templates.

Every element within a row in your site can be opened using Settings, and edited. I have only covered Text here which is one of the most common.

## Changing images

If you wish to change an image, the process is the same, locate the image, click on settings, click on the image again and you can remove it and replace it.

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