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# TinyMCE editor

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Editing text

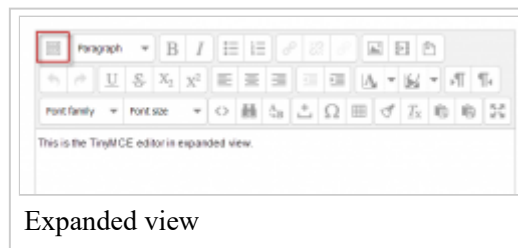
- Text editor
- **TinyMCE editor**
- Formatting text
- Text editor FAQ

The TinyMCE text editor is an editor plugin in Moodle which can be enabled, disabled or set as default from *Administration > Site administration > Plugins > Text editors > Manage editors*.

Users may also select the TinyMCE editor (in preference to the default editor Atto) from the user menu top right>*Preferences>Editor preferences*

## Collapsing and expanding the editor

The TinyMCE editor first appears with just one row of buttons. Clicking the icon top left will expand it to three rows.



## Toolbar buttons

For those who are not familiar with the tool bar, here are the buttons as grouped in their rows. Remember that the site administrator can edit or provide additional buttons.

Row 1



- |                          |                 |                 |              |
|--------------------------|-----------------|-----------------|--------------|
| 1:Expand                 | 2.Formatting    | 3.Bold          | 4.Italic     |
| 5.Bulleted list          | 6.Numbered list | 7.Add link      | 8.Unlink     |
| 9.Stop auto linking      | 10.Add image    | 11.Add emoticon | 12.Add media |
| 13.Manage embedded files |                 |                 |              |

Row 2



- |                      |                    |                    |                 |
|----------------------|--------------------|--------------------|-----------------|
| 1:Undo               | 2.Redo             | 3.Underline        | 4.Strikethrough |
| 5.Subscript          | 6.Superscript      | 7.Align left       | 8.Align centre  |
| 9.Align right        | 10.Decrease indent | 11.Increase indent | 12.Text colour  |
| 13.Background colour | 14.Left to Right   | 15.Right to Left   |                 |

Row 3



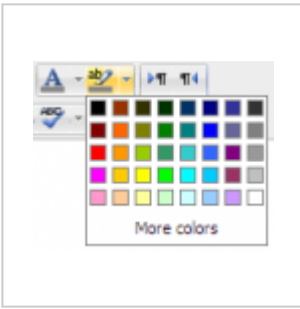
- |                       |                             |                            |                       |
|-----------------------|-----------------------------|----------------------------|-----------------------|
| 1:Font family         | 2.Font size                 | 3.Edit HTML                | 4.Find                |
| 5.Find/replace        | 6.Insert non-breaking space | 7.Insert special character | 8.Insert table        |
| 9.Clean up messy code | 10.Remove formatting        | 11.Paste as plain text     | 12.Paste from MS Word |
| 13.Toggle full screen |                             |                            |                       |

## Colour pickers

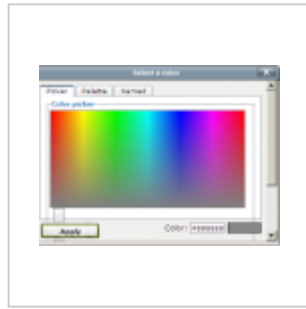


There are four levels of selecting a font or background colour,

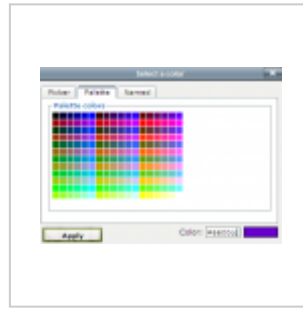
- A quick pick 5x8 matrix of colours
- "More colours" that links to Picker, Palette and Named tabs



A quick pick 5x8 matrix of colors



A rainbow color picker tab



A Pallet tab with a 18x12 matrix of colors



A Named tab with custom pallets

## Insert table



### General tab



### Advanced tab

## To add borders to a table

Cell borders are crucial for helping readers to follow the rows across the screen. If they aren't showing already you can add them as follows:

1. In the Wiki page containing your table, click its Edit tab
2. Carefully select all the cells of the table
3. Then right click (Macs: Command+click or Ctrl+Click) over any part of your selection to get a context menu; from it select Cell > Table Cell Properties; the cell properties dialog box then loads.
4. Click on its Advanced tab, set Border Color to black (for instance), then click Apply, and then click Update.
5. Click Save; the Wiki page containing your table will then load displaying its borders.

## TinyMCE editor settings

The TinyMCE HTML editor has its own settings page *Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > General settings* with the following options:

## Plugins

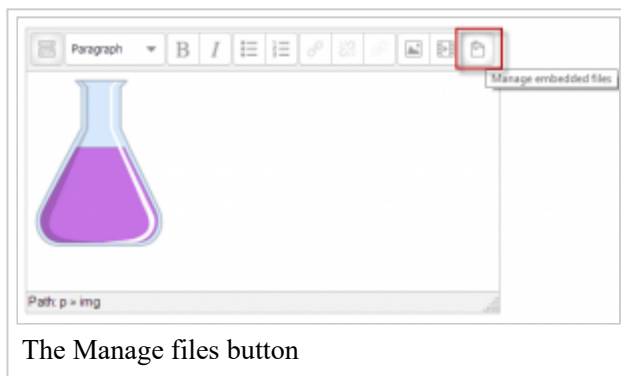
- Buttons for equations, emoticons, images, media, automatic linking, and legacy spell-checking may be enabled, disabled or uninstalled here by clicking on their eye.
- Additionally the equation, emoticon and spell check buttons have links to their Settings screens.

Name	Available buttons	Version	Enable	Settings	Uninstall
CTRL+right click helper		2013110500	☐		Uninstall
Insert equation	dragmath	2013110500	☐	Settings	Uninstall
Manage embedded files	managefiles	2013110500	☐		Uninstall
Insert emoticon	moodleemoticon	2013110500	☐	Settings	Uninstall
Insert image	image	2013110500	☐		Uninstall
Insert media	moodlemedia	2013110500	☐		Uninstall
Prevent automatic linking	moodlenolink	2013110500	☐		Uninstall
Toolbar Toggle		2013110500	☐		Uninstall
Legacy spell checker	spellchecker	2013110500	☐	Settings	Uninstall
Wrap	wrap	2013110500	☐		Uninstall

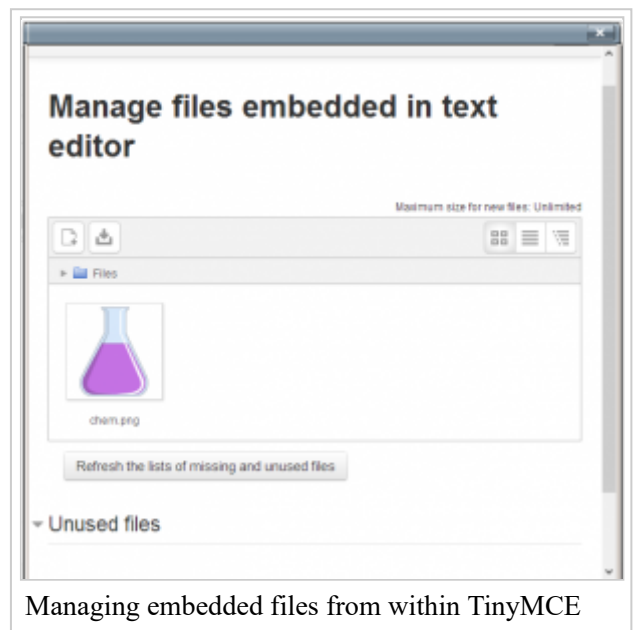
The TinyMCE editor plugins screen

### Manage embedded files

This plugin allows users to add, delete or override files embedded in the current text area, for example in a label or topic summary. (It complements the Embedded files repository)



The Manage files button



Managing embedded files from within TinyMCE

### Insert equation

Accessed from *Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > Edit equation*, this allows you to enable or disable the TeX filter in the editor context and thereby display the Dragmath button. If you have a global custom TeX filter, then disable this setting.

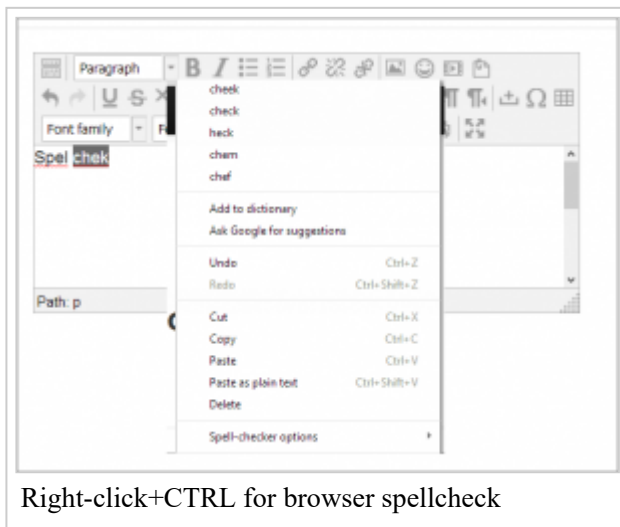
### Insert emoticon

Accessed from *Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > Insert emoticon*, this allows you to enable or disable the emoticon filter in the editor context and thereby display the emoticon button.

### Legacy spell checker

The legacy spell checker is visible in IE9 and lower only, but not in other browsers. If you want to disable it and rely on browser spell checker functionality instead, you can do this by disabling the *legacy spellchecker* plugin by clicking its eye in *Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > General settings*

To spell-check via your browser, type your word (which if incorrectly spelt will have red lines under it) and press right click + CTRL

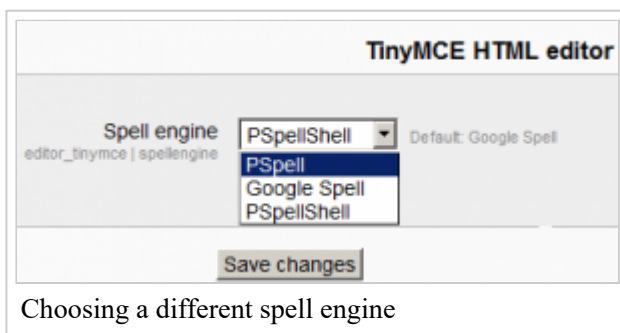


Right-click+CTRL for browser spellcheck

**NOTE:** While the default spell engine is Google spell which can be changed in *Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor*, this is no longer supported by Google and will not work. (Note that it is only visible in IE9 and lower) It is due to be removed. See MDL-38867. In browser spell check is recommended.

If PSpell is selected then aspell 0.50 or later must be installed on your server and the path to aspell set in *Administration > Site administration > Server > System Paths*.

You can select a different spell engine from *Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > Check spelling*.



Choosing a different spell engine

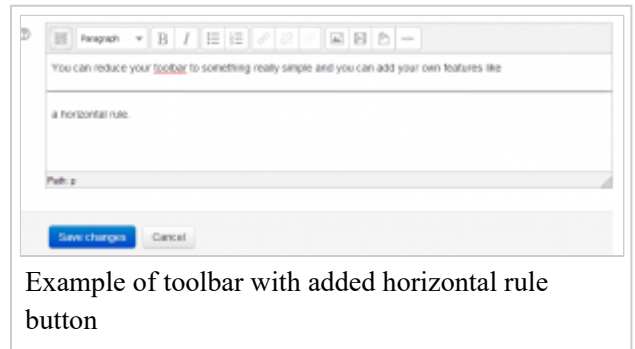
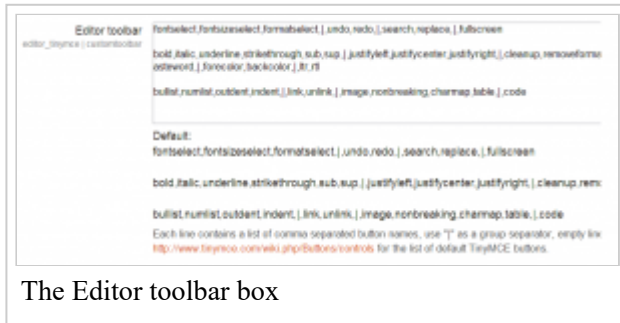
According to: <http://php.net/manual/en/book.pspell.php>

"As of php 5.3. Pspell is no longer supported/bundled. Instead you can use the enchant which is bundled by default in 5.3."

If PSpell is selected then aspell 0.50 or later must be installed on your server and the path to aspell set in Administration > Site administration > Server > System Paths.

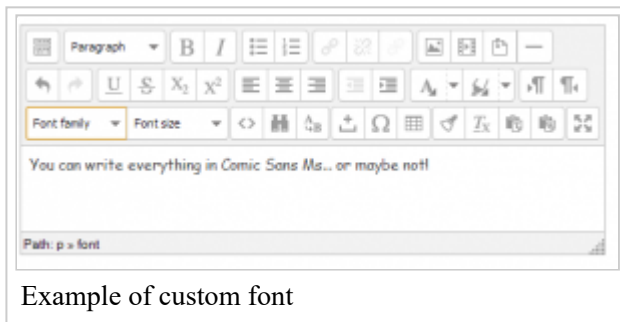
## Customising the editor toolbar

An administrator can remove or add buttons to the TinyMCE editor toolbar by altering the Editor toolbar box in Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > General settings as demonstrated in the screencast Customise the text editor in 2.4.



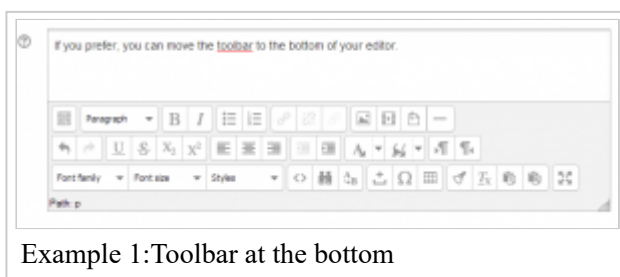
## Available fonts list

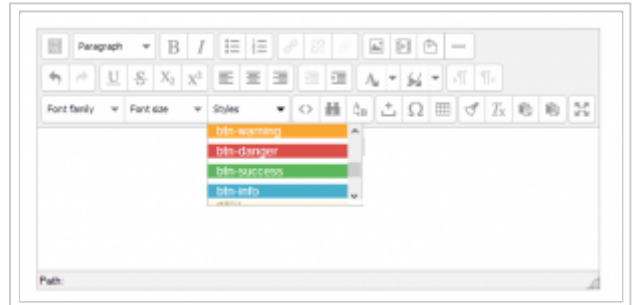
In addition to the default fonts, a site administrator can add extra fonts by typing their name and string in the box in Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > General settings as demonstrated in the screencast How to add extra fonts.



## Custom configuration

A setting in Administration > Site administration > Plugins > Text editors > TinyMCE HTML editor > General settings provides a box in which an administrator can apply custom formats. See MDL-37186 for more details with examples, and see also the TinyMCE configuration page





Example 2: Custom styles

- Example: Moving the toolbar to the bottom:

Add the following:

```
{"theme_advanced_toolbar_location" : "bottom"}
```

- Example: Adding your own custom styles.

(This might be useful for example if you want a "house style" for important notes, key points or similar)  
In the editor toolbar, enter "styleselect" and then in the custom box add the following code, changing it to suit your purposes:

```
{"style_formats" : [
{"title" : "Bold text", "inline" : "b"},
{"title" : "Red text", "inline" : "span", "styles" : {"color" : "#ff0000"}},
{"title" : "Red header", "block" : "h1", "styles" : {"color" : "#ff0000"}} ]}
```

The following will let you use bootstrap CSS classes if you use a bootstrap based theme:

```
{"style_formats" : [
{"title" : "Well", "block" : "div", "classes" : "well"},
{"title" : "Label", "inline" : "span", "classes" : "label"},
{"title" : "Label - success", "inline" : "span", "classes" : "label label-success"},
{"title" : "Label - warning", "inline" : "span", "classes" : "label label-warning"},
{"title" : "Label - important", "inline" : "span", "classes" : "label label-important"},
{"title" : "Label - info", "inline" : "span", "classes" : "label label-info"},
{"title" : "Label - inverse", "inline" : "span", "classes" : "label label-inverse"},
{"title" : "Button", "inline" : "a", "classes" : "btn btn"},
{"title" : "Button - primary", "inline" : "a", "classes" : "btn btn-primary"},
{"title" : "Button - info", "inline" : "a", "classes" : "btn btn-info"},
{"title" : "Button - success", "inline" : "a", "classes" : "btn btn-success"},
{"title" : "Button - warning", "inline" : "a", "classes" : "btn btn-warning"},
{"title" : "Button - danger", "inline" : "a", "classes" : "btn btn-danger"},
{"title" : "Button - inverse", "inline" : "a", "classes" : "btn btn-inverse"}
]}
```

- Example: Enabling copy of rich content with styles from MS Word (tm) and paste into TinyMCE without removing important styles:

```
{"paste_retain_style_properties" : "margin, padding, width, height, font-size,
font-weight, font-family, color, text-align, ul, ol, li,
text-decoration, border, background, float, display"}
```

## Speed of TinyMCE in Firefox and Chrome

Some users have complained about the unreasonably slow loading of TinyMCE; for example, <https://moodle.org/mod/forum/discuss.php?d=232089> and <https://moodle.org/mod/forum/discuss.php?d=223125>. Apparently, TinyMCE takes longer to load in Firefox (10-20 seconds) than in Chrome (a couple of seconds).

To speed up TinyMCE you can try disabling ALL the plugins in the TinyMCE editor settings from your admin account: `<moodle site address>/admin/settings.php?section=editorsettingstiny`. Then the editor loaded quickly. This has taken out a couple of minor functions, such as inserting emoticons, but loading speed is far more important for some users than the ability to insert emoticons.

## Screencasts

TinyMCE text editor improvements.

## TinyMCE additional plugins

In Moodle 2.4 and later, the TinyMCE editor can be extended and replaced by new plugins available in the Moodle plugins database. Some of these plugins are:

- Cloze editor for TinyMCE for easily adding Embedded Answers (Cloze) question type.
- Word count prints a word count in the bottom right-hand corner of your TinyMCE editor which updates as you type.
- TinyMCE Mathslate is a Mathematics editor that does not depend on Java.
- YouTube Anywhere enables direct recording and uploading into YouTube from the TinyMCE HTML editor.

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Category: Editing text

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