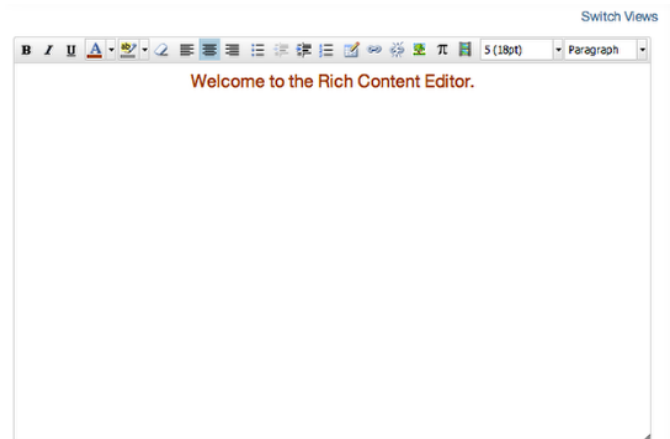


How do I set the auto-open for inline preview for Files using the Rich Content Editor?

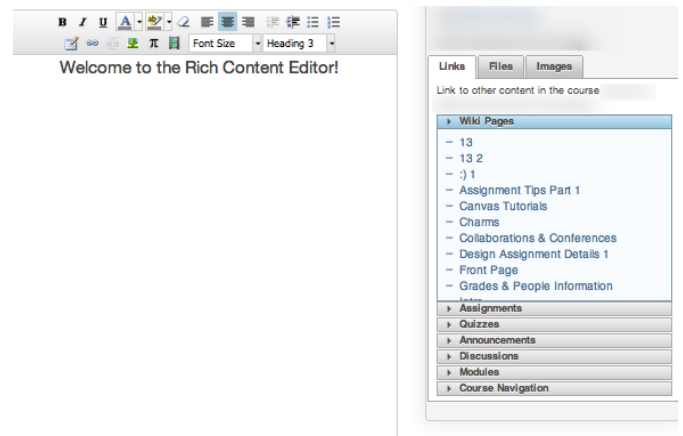
Open the Rich Content Editor

Open the Rich Content Editor using one of the Canvas features which support the Editor.



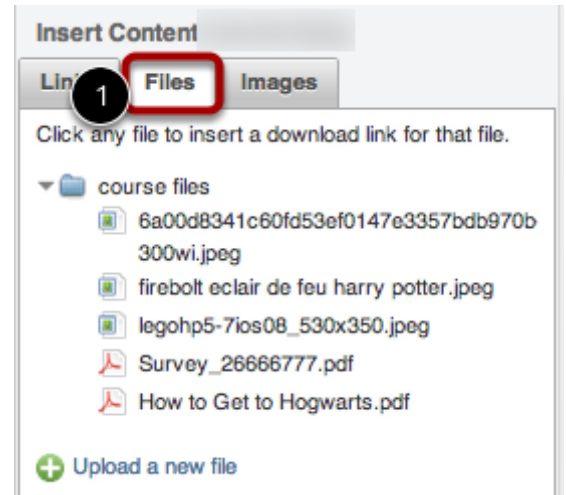
Locate Content Pane

The Content Pane will automatically open when the Rich Content Editor is opened.



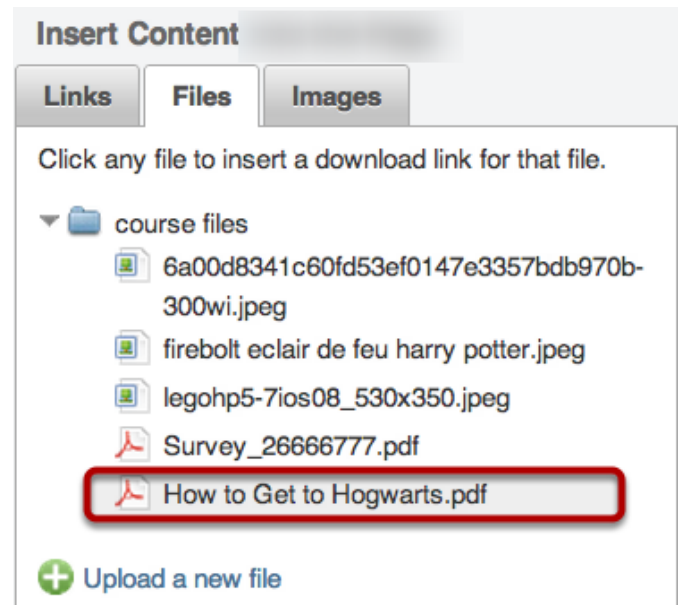
Open Files Tab

Click on the **Files** tab [1].



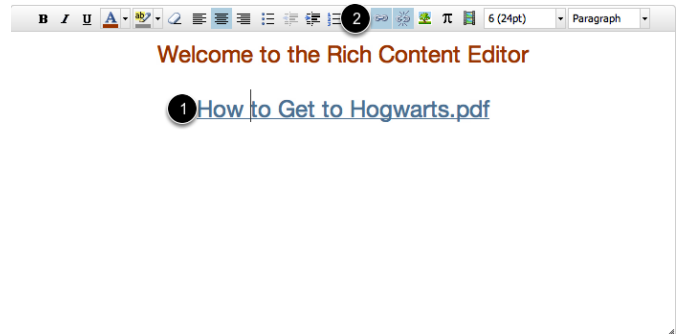
Select File

Find and select the file you want to insert.



Open URL Link Icon

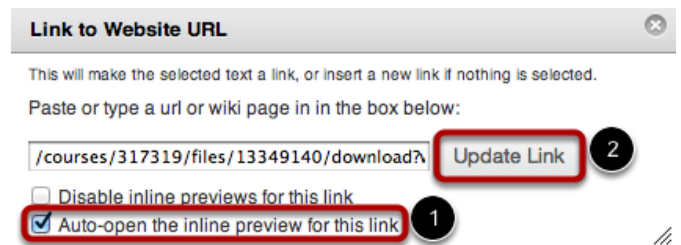
Make sure the cursor is in the file link somewhere [1]. Click on the the **URL link** icon [2] to open a pop-up window.



Enable Auto-Open for Inline Preview

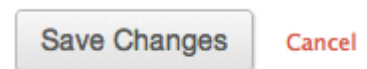
Click the **Auto-open the inline preview for this link** checkbox [1]. Then click on **Update Link** [2].

Note: You can have multiple files auto-open, but you have to go through the steps in this lesson every time you want to add another auto-open file preview in a feature that uses the Rich Content Editor.



Save Changes

Select the **Save Changes** button.



View Auto-Opened File

View the auto-opened file.

