

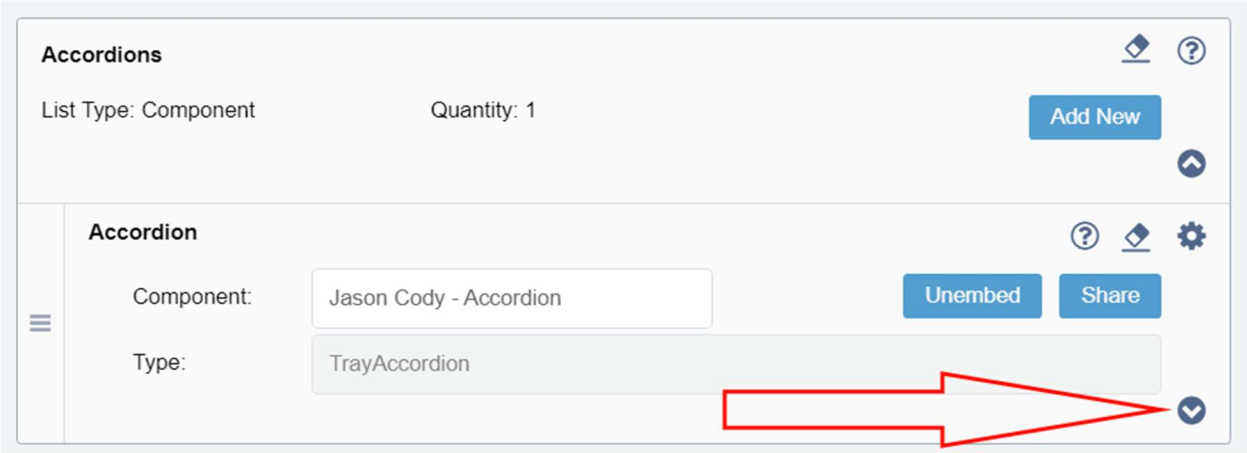
# Editing Accordions

1. Open the accordion section or the containing component section.

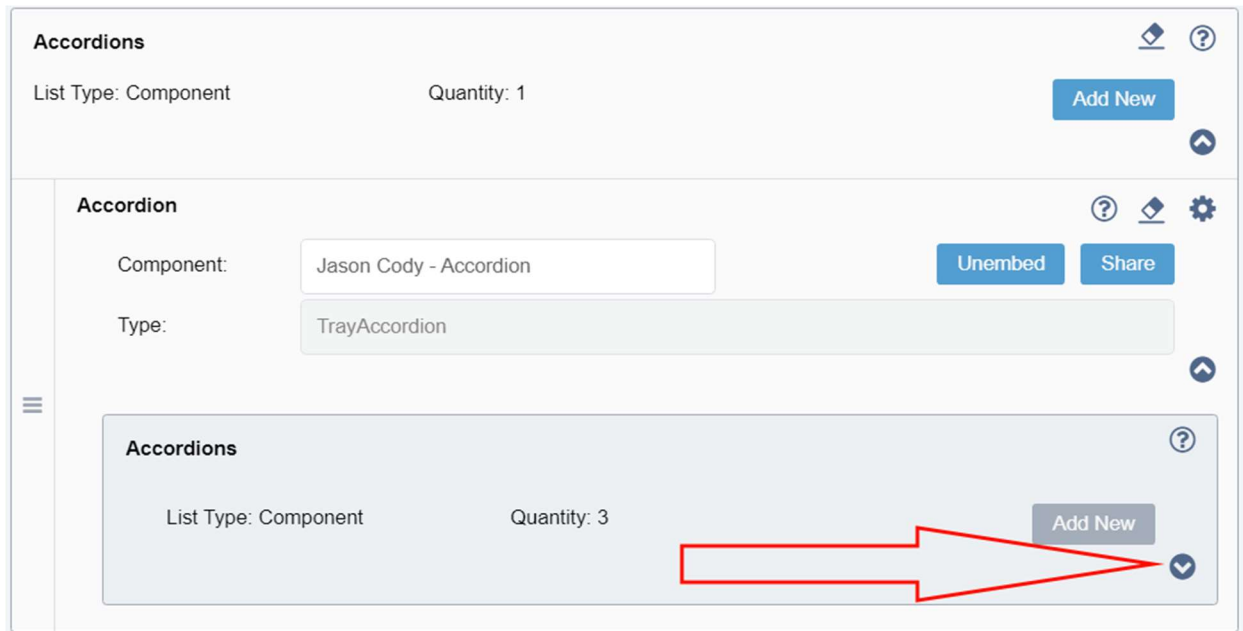
Use the down arrow in the lower right corner.



2. Open the accordion itself.



### 3. Open one more layer to access the accordion sections.



### 4. Open the desired accordion section and make any changes.

For additional resources on using the editor pictured in the second screenshot below, review the following document:

[https://www.lakeforest.edu/Public/OCM/Documents/IGX/XHTML\\_editor.pdf](https://www.lakeforest.edu/Public/OCM/Documents/IGX/XHTML_editor.pdf)

**Accordions** 🔍 ?

List Type: Component      Quantity: 3      Add New

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**Accordion** ? 🔍 ⚙️

Component:  Unembed Share

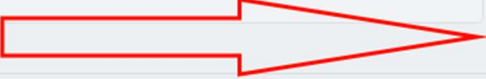
Type:  ▼

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**Accordion** ? 🔍 ⚙️

Component:  Unembed Share

Type:  ▼



Component:  Unembed Share

Type:  ▲

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**Heading [Required]** ?

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**Copy** ?

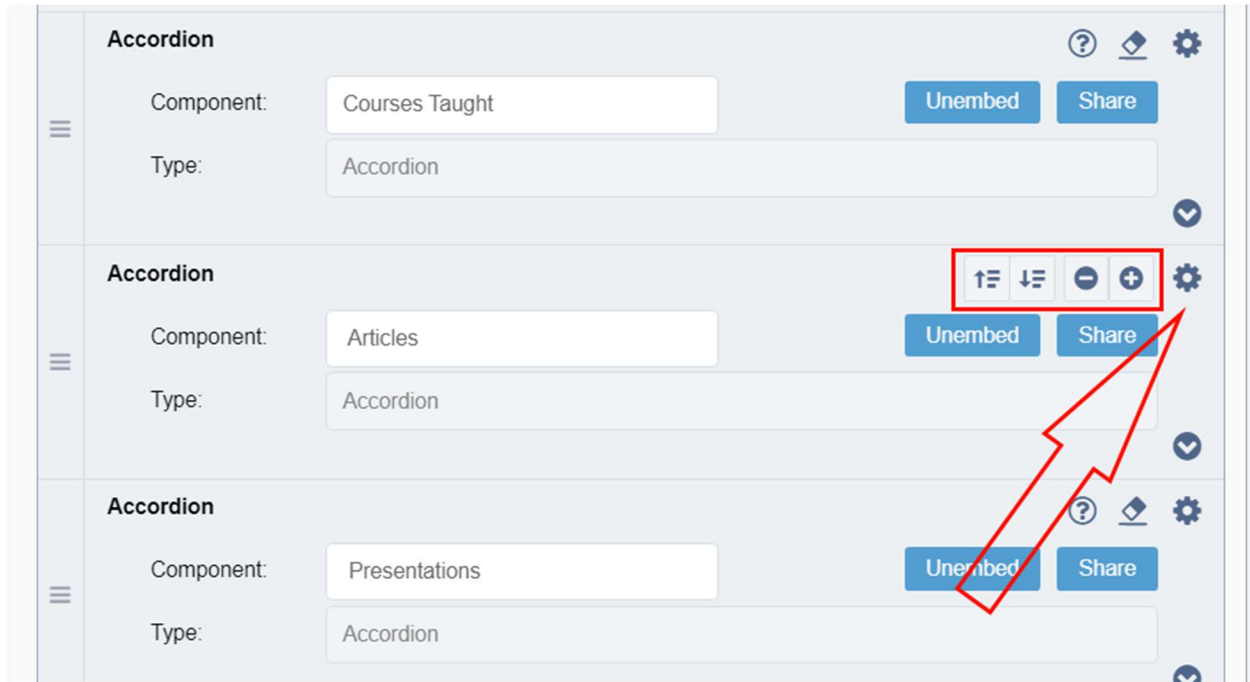
Edit ▾ Insert ▾ View ▾ Format ▾ Table ▾ Tools ▾

↶ ↷ Formats ▾ **B** *I* ~~S~~ [List Icons] [Link Icon] [Image Icon]

Introductory Chemistry I and II  
Developing World Thirst for Energy  
Inorganic Chemistry  
Physical Chemistry I and II

## 5. Adding, removing, and re-ordering accordion sections.

To accomplish any of the above actions, first click on the gear icon on one of the accordion sections. This will expose additional buttons.



The up and down arrows will swap the selected accordion section's position with the accordion section above or below it respectively.

The minus button will remove the accordion section.

The plus button will create a new accordion section below the selected accordion section. The newly created section will be a copy of selected section. Replace the copied content with the new accordion content that you wish to add.