



BlueGriffon[®]
User's Manual
v1.7

1. About BlueGriffon and this document



BlueGriffon is a [Wysiwyg](#) editor based on Gecko, the rendering engine of Firefox. It's a product of Disruptive Innovations SAS, a french software company based in Saint-Germain en Laye, France, and the direct successor to another famous Wysiwyg editor released by Disruptive Innovations, Nvu.

BlueGriffon does not share any code with Nvu and was rewritten from scratch to match Firefox's evolution and new feature set.

It is available for free from <http://bluegriffon.org> and is released under the three licences MPL, GPL and LGPL.

This manual is using screenshots made on Mac OS X only because it is our primary coding platform. The Windows and Linux versions of the application are very similar, the codebase of BlueGriffon being shared entirely across platforms. You may notice light differences like the position of Ok and Cancel buttons but nothing more.

This manual was of course entirely written using BlueGriffon itself. Please note it is **not** a HTML5 or CSS2/CSS3 tutorial but a User's Manual.

This manual is not free or Open Source material and it is sold to support the fact the application BlueGriffon is and will remain free of charge. You are not allowed to redistribute this Manual.

Features new in version 1.7 are tagged **New in v1.7**.

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3. Installing BlueGriffon

First, download the BlueGriffon package corresponding to your machine and operating system from <http://bluegriffon.org/pages/Download> . BlueGriffon is available for the following platforms:

- Windows (XP, 7, 8)
 - you can download an installer or a ZIP of the full BlueGriffon package if your network does not let you download a *.exe
- Mac OS X, Intel, 32 and 64 bits
 - this is a Universal Build for Intel 32 and 64 bits processors; PPC is not supported.
- Ubuntu 32bits and 64bits(12.04 and 13.04)
 - you can download a *.tar.bz2 of the full BlueGriffon package

For other platforms/operating systems, we don't provide official builds. You can still build BlueGriffon yourself following [these instructions](#).

Warning: you may have to delete your BlueGriffon profile if you installed preview versions of the editor or if you have trouble changing the language of the interface. You will have to re-install your add-ons after that.

- on Mac OS X: delete ~/Library/Application\ Support/BlueGriffon
- on Windows XP: delete c:\Documents and Settings*yourlogin*\Application Data\Disruptive Innovations SARL
- on Windows 7: delete c:\Users*yourlogin*\AppData\Roaming\Disruptive Innovations SARL
- on Linux: delete ~/.disruptive\ innovations\ sarl

3.1. Windows

Just double-click on the installer's exe if you chose to download the installer. Follow the steps on screen.

If you downloaded the zip package, unzip it using the Windows Explorer or a third-party tool. The executable is the `bluegriffon.exe` file in the directory the unzip process creates.

3.2. Mac OS X

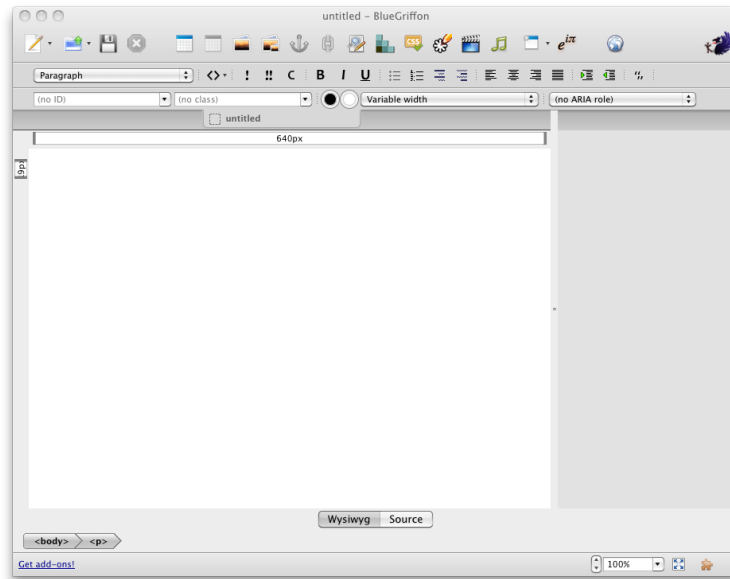
Open the dmg package you just downloaded double-clicking on it. It contains the BlueGriffon application. Just copy it to your `/Applications` folder in the Finder. You can then eject the package.

3.3. Ubuntu

Open a Terminal Window and go to the directory you want to contain your BlueGriffon directory. Run the command `bzip2 -dc <package_file> | tar xf -`. That will create a `bluegriffon` directory.

To run BlueGriffon, launch the `bluegriffon` file in the directory you created through the manual procedure just above.

4. First launch



Warning: If the language of your Operating System is natively supported by BlueGriffon (Czech, Dutch, English, Finnish, French, Galician, German, Hebrew, Hungarian, Italian, Japanese, Korean, Polish, Serbian, Simplified Chinese, Slovenian, Spanish, Swedish and Traditional Chinese), the application should automatically use it.

See also: [The Advanced preferences panel](#)

On Windows and Linux, the menubar is included in that window. The Mac OS X menubar shows:

BlueGriffon File Edit View Insert Format Table Panels Tools Help

The windows is divided as follows, from top to bottom:

1. the menubar (top of screen on Mac OS X)
2. the main toolbar
3. the format toolbars
4. the tab box
5. the editing viewport with its horizontal and vertical rulers and, on the right-hand side, a container for dockable panels
6. the wisiwyg/source switch
7. the structure bar
8. the status/add-ons bar

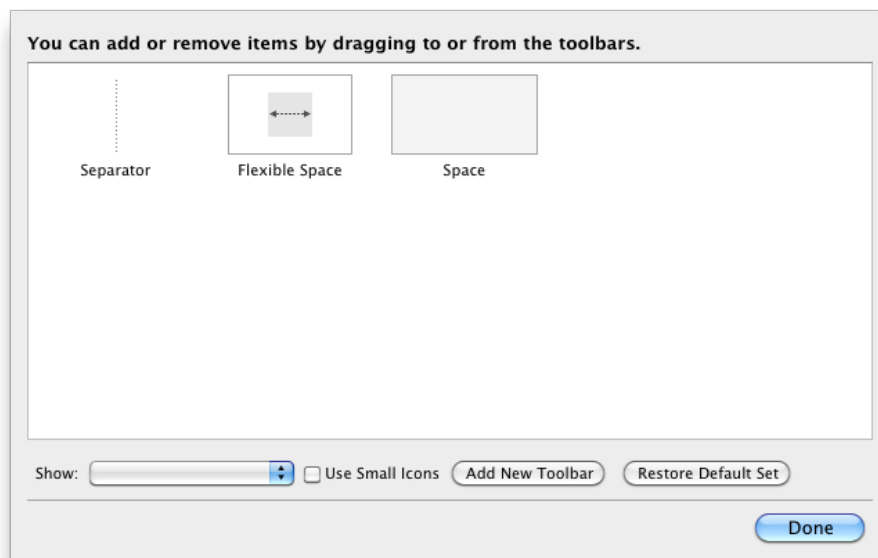
Additionally, BlueGriffon can show at launch a *Tip of the Day* window:



Use the arrow buttons to browse the available tips. You can hide that window at startup unchecking the `Show tips at startup` checkbox. To view a Tip of the Day at any time, use the `Help > Tip of the Day` menu entry.

4.1. Toolbar customization

First thing to know here, you can customize BlueGriffon toolbars. Right-click on a toolbar and select `Customize`. It will open a panel like the following one:



Zooming

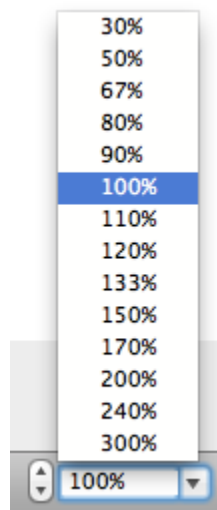
You can then drag an toolbar item from the panel to the toolbar(s), drag a toolbar item from a toolbar back to the panel, move a toolbar item inside toolbar(s). Toolbar items from the main toolbar(s) and toolbar items from the format toolbar(s) belong to two different toolbar spaces.

You can create a new toolbar using the **Add New Toolbar** button. You'll be prompted for a unique name for that new toolbar. To restore the default set of toolbars, use the **Restore Default Set** button.

Note: some add-ons to BlueGriffon can offer, at first launch after installation of the add-on, to install a new toolbar item.

4.2. Zooming

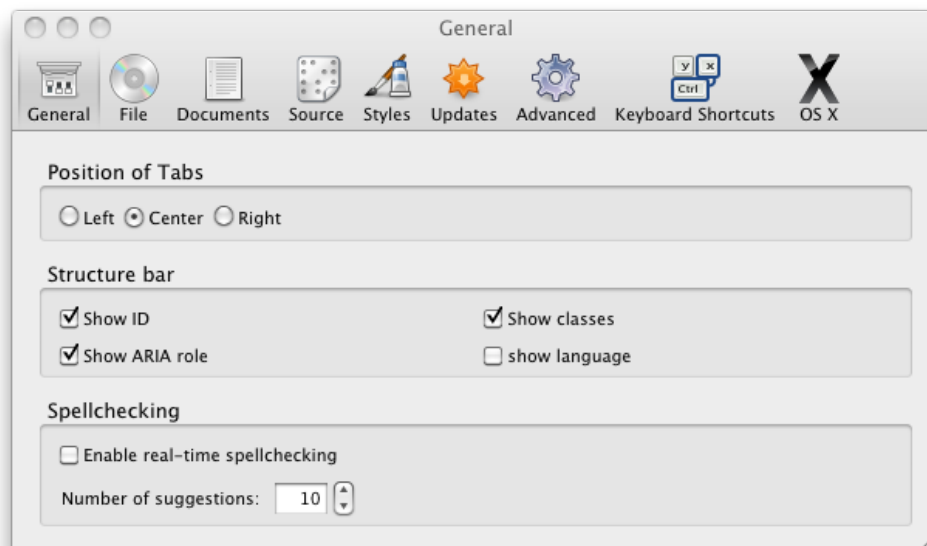
You can zoom in or out the Wysiwyg and Source views of BlueGriffon using the zoom controls at the bottom right of the main window:



5. The Preferences window

Before we start working with Web pages, let's have a look at the Preferences window. On Mac, you can open it through the **Preferences** menu item in the **BlueGriffon** menu. On Windows and Linux, that menu item lives under the **Tools** menu.

5.1. The General preferences panel



The General panel offers the following controls:

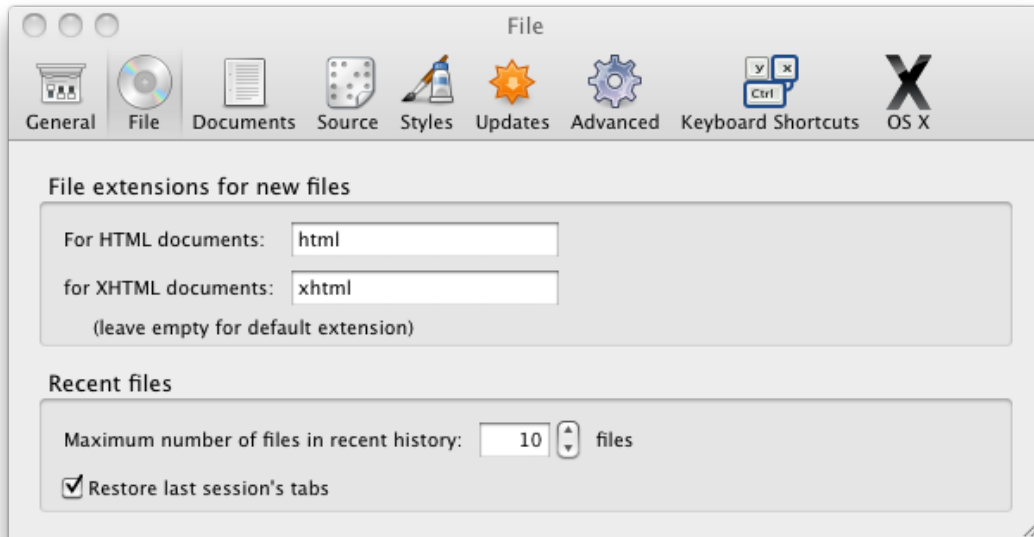
- change the position of the tabs above the editing viewport: left, center or right position. We prefer "center", Windows and Linux users are usually more used to "left".
- specify what BlueGriffon will show for each HTML element in the structure bar: its ID if present, its classes if any, its [ARIA](#) role if any, its human language if set.
- enable or disable real-time spell-checking and the number of suggestions to show when the spellchecker detects a potential error. When this feature is enabled, words detected by the spell-checker are underlined in red on the fly in the editing window. It's not possible at this time to change the color of that outline.

See also: [Install a spell-check dictionary](#)

The File preferences panel

Warning: The real-time spell-checker can impact performance when you switch back from Source view to Wysiwyg view because a full spell-check is performed on the whole document. If you experience long delays performing that action on a long document with rich textual contents and find it annoying, disabling the real-time spell-checker should help. You can still [spell-check manually the whole document at any time](#).

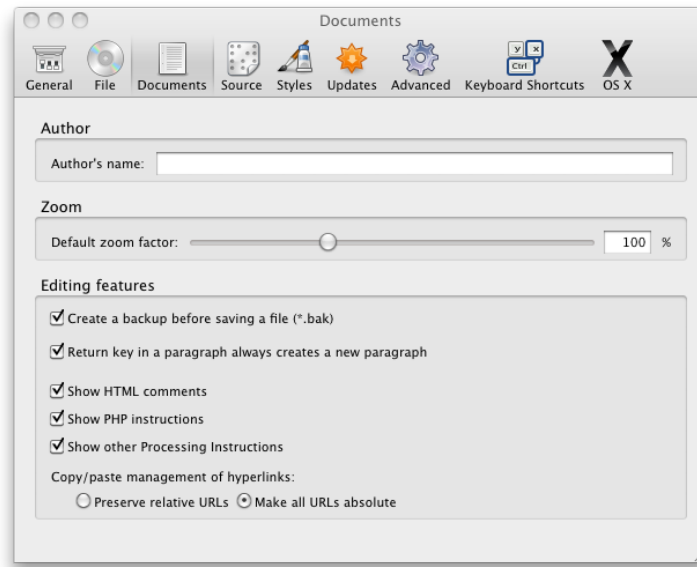
5.2. The File preferences panel



The File panel offers the following controls:

- specify the default extension you want to use for HTML and XHTML files. Empty fields will default to platform's defaults for such files.
- change the number of files BlueGriffon will remember in its **File > Recent Files** menu
- restore or don't restore the last editing session when you start BlueGriffon. This is enabled by default, so BlueGriffon will launch opening the document you edited last time you used it, a great time-saver.

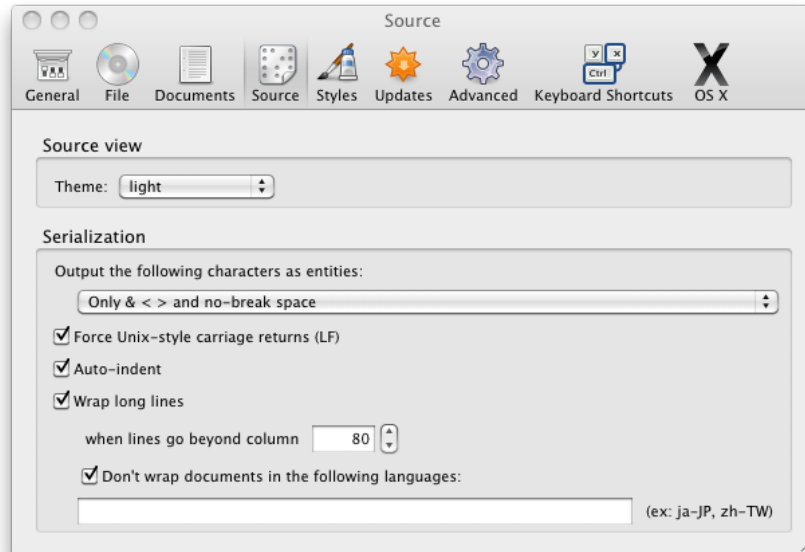
5.3. The Documents preferences panel



The Documents panel offers the following controls:

- set the Author's name that will be added to all new blank documents through a `<meta>` element. Please note that name does not directly appear in the document when you browse it, but is only contained in the document's metadata.
- set the default zoom factor when you open an existing document or create a new one
- create a backup of all saved documents using the *.bak file extension
- change how BlueGriffon behaves when you press the CR key inside or at the end of a paragraph: create a new paragraph or switch back to normal text. The default is to create a paragraph.
- show HTML comments in the Wysiwyg view
- show PHP instructions in the Wysiwyg view
- show other Processing Instructions in the Wysiwyg view
- define how hyperlinks should be copied and paste, preserving relative URLs or always turning them into absolute URLs

5.4. The Source preferences panel



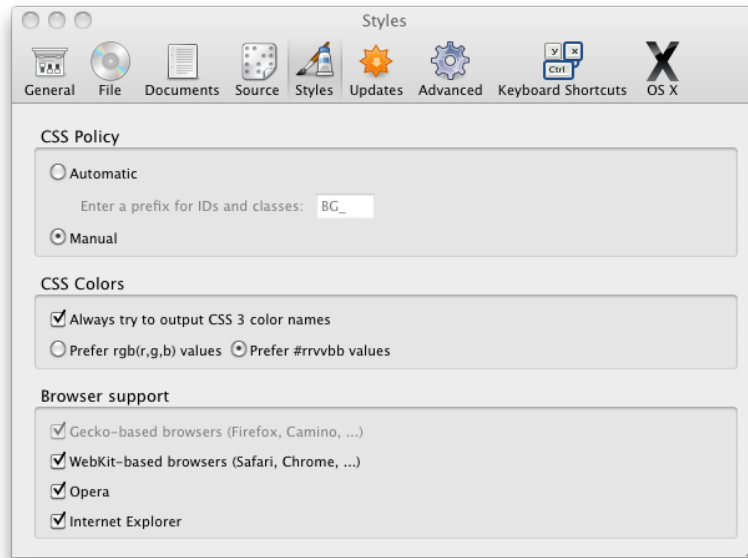
The Source panel offers the following controls:

- set the default theme for the Source View

See also: Set the current Source View's theme

- specify that you want your documents to always be saved with Unix-style carriage returns (LF) instead of the platform-dependant ones. That preference is turned **OFF** by default.
- set how the special characters are output to the Source View and to file
- enable or disable the auto-formatting of the source code in the Source View and in files
- set which languages should never wrap text (useful for a lot of Asian languages)

5.5. The Styles preferences panel



The Styles panel offers the following controls:

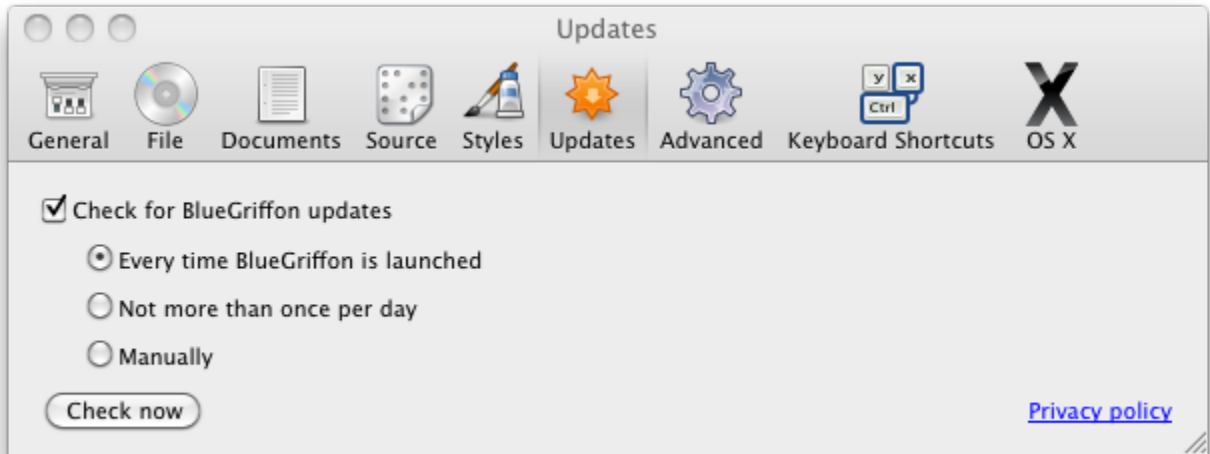
- set how the CSS Properties panel should deal with missing IDs and classes when you assign a style to an element. With the automatic CSS Policy, BlueGriffon will assign a random ID or class to the element if needed; you can give a prefix that will be used in these cases. With the manual CSS Policy, the CSS Properties panel will always ask you for an ID or class when needed.

Note: The default value when you launch BlueGriffon for the first time is 'manual'. Switch to the automatic CSS Policy if you have no CSS knowledge.

- set the browser support for the CSS output: BlueGriffon always outputs experimental styles (for instance the `-moz-linear-gradient()` value of the `background-image` property) for Gecko. You can tell it to also output styles for the other main browsers of the market. BlueGriffon will then do its best to translate the experimental values into the corresponding values for these browsers. Please note it's not always feasible, a known case where it's impossible being the original WebKit syntax for gradients.

Note: It is recommended to leave this set of preferences unchanged if you have no CSS knowledge.

5.6. The Updates preferences panel



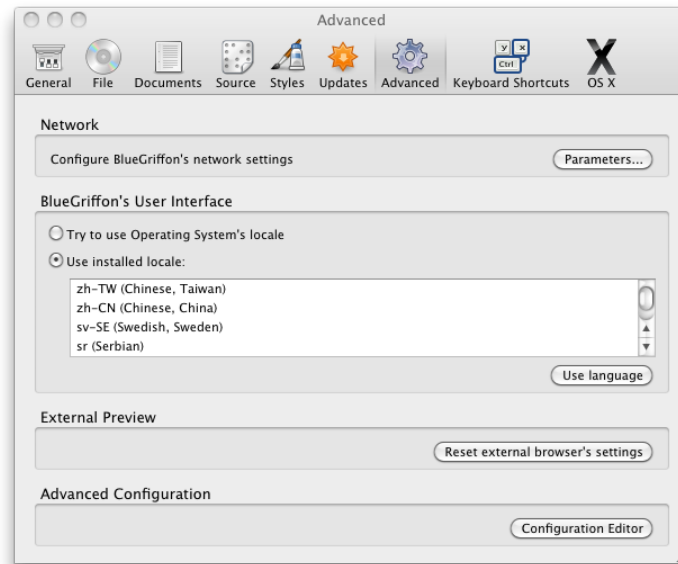
The Updates preferences panel allows to control how BlueGriffon looks for updates. You can also verify immediately if an update is available clicking on the "Check now" button.

When BlueGriffon looks for an update, it sends one single request to our server to retrieve a trivial XML document containing two things:

1. the version number of the last available version of BlueGriffon,
2. an optional message to users.

See also: Be sure we don't care less about privacy than you do. If you wonder what we do with the data sent when BlueGriffon pings our web site to look for a new version, please read [this document](#).

5.7. The Advanced preferences panel



The Advanced preferences panel offers the following controls:

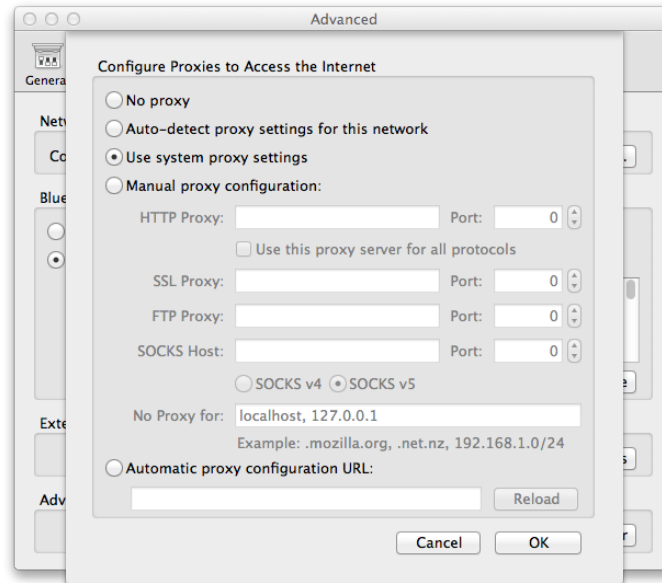
- set the application's network settings (see below)
- set the language of the User Interface of BlueGriffon
 - use, as far as it's possible, the language of the operating system of your machine; that will fallback to english if that language is not available
 - or select a language in a list of available languages for BlueGriffon's UI
- reset the browser settings of the application. If you click that button, BlueGriffon will "forget" all choices you made in the past to reach an external URL from within BlueGriffon and you'll be able to select again a web browsing application.
- browse and set directly the preferences of the application

Warning: setting directly application's preferences should be reserved to advanced users... Don't do that if you're not sure of what you're doing, it could severely harm your BlueGriffon profile...

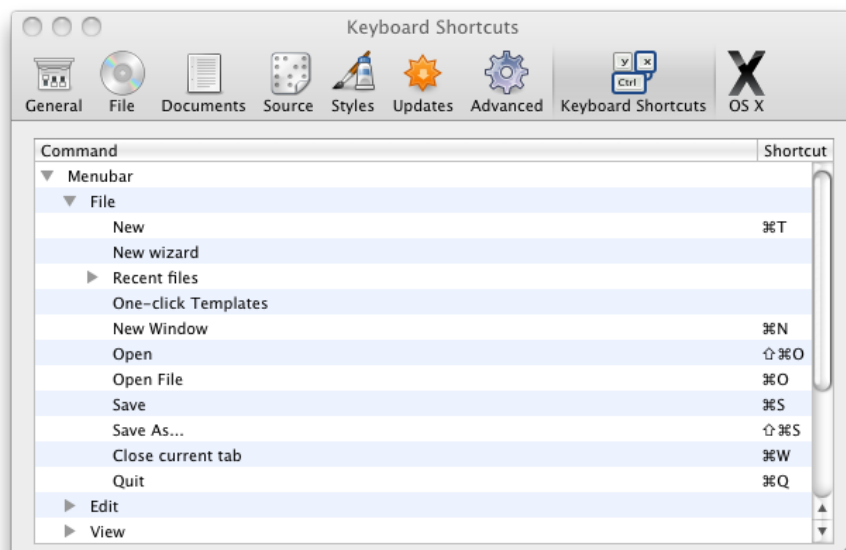
5.7.1. Network settings

The network settings panel allows you to control how BlueGriffon accesses the Internet. This dialog is totally similar to Firefox's.

The Keyboard Shortcuts preferences panel

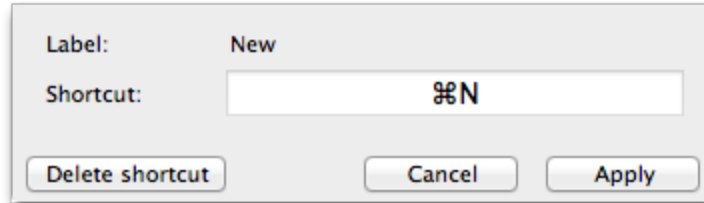


5.8. The Keyboard Shortcuts preferences panel



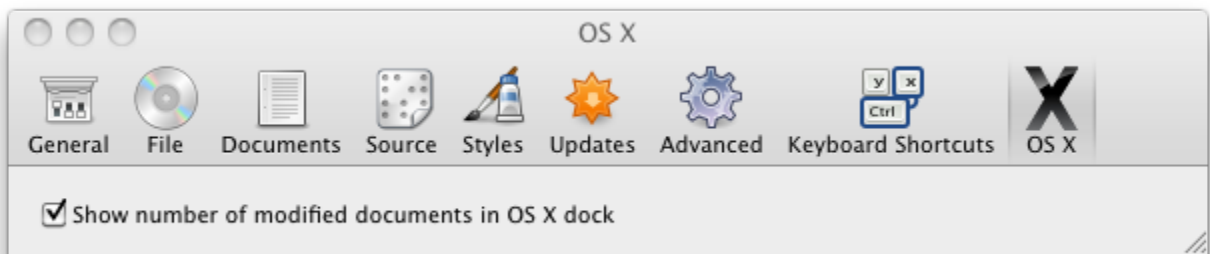
This feature is pretty unique in the Mozilla-based world. It allows to redefine or define all keyboard shortcuts for all menu entries, and all main and format toolbar items. To define or redefine the shortcut for a given menu entry or a toolbar item, just double-click on it. It will open the following dialog:

The OS X preferences panel



Just type the desired shortcut on your keyboard and it will appear directly in the Shortcut field of that window. To delete an existing shortcut, press the "Delete shortcut" button. To apply a change, press the "Apply" button. The cancel button cancels the change/definition action.

5.9. The OS X preferences panel



This preferences panel is obviously available only on Mac OS X. It allows to show or not the number of currently modified and unsaved documents inside the OS X dock icon of BlueGriffon.



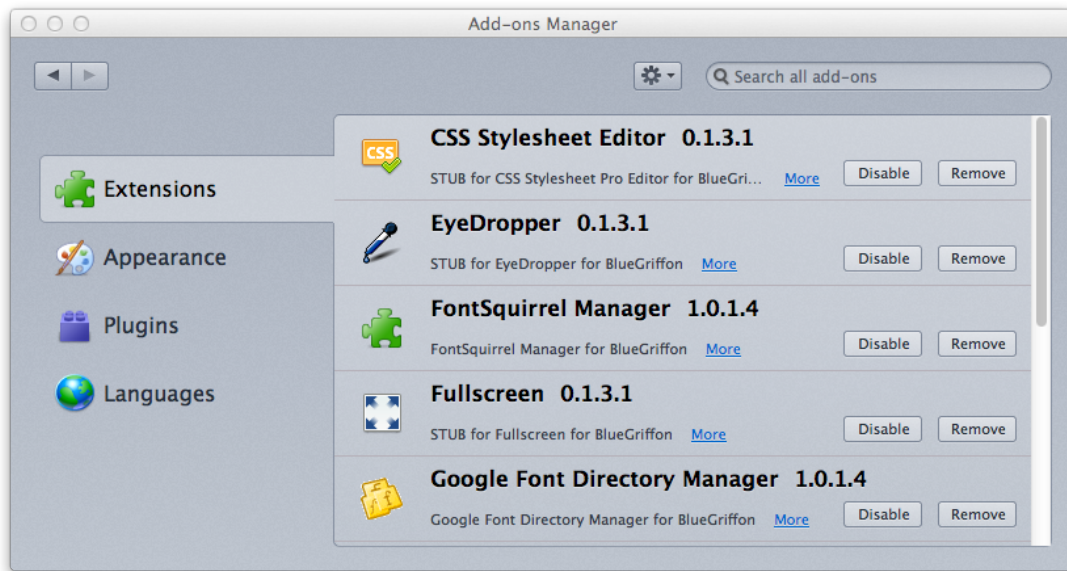
Please also note that a BlueGriffon window containing a modified and unsaved document has a special close button with a black dot inside:



6. Add-ons and Language Packs

BlueGriffon is available free of charge. That is possible because we sell add-ons (also called extensions) to BlueGriffon to enhance your editing experience. These add-ons are available from <http://bluegriffon.com>.

The Add-ons Manager allows you to manage your add-ons, language packs and themes for BlueGriffon. It is reachable through the **Tools > Add-ons** menu entry.



To install an add-on, click on the wheel button at the top and select "Install add-on from file".

See also: the detailed [Installation Instructions](#) for installing purchased or free add-ons

Selecting "Languages" in the window above, you can see a list of all the installed language packs. You can safely remove the ones you will never use to save disk space and improve BlueGriffon startup time.

Warning: it is **not** recommended to delete or disable the English (US) locale.

Note: when you purchase an add-on from <http://bluegriffon.com>, it usually comes as a ZIP file containing a License document and three XPI files (one for OS X, one for Windows and one for Linux) or one single XPI for all platforms. It is **highly recommended** to store that ZIP or XPI file somewhere just in case you have to reinstall BlueGriffon or delete a corrupted profile.

Add-ons and Language Packs


Note: an add-on purchase is only valid for one single user on one single machine.

To install a language pack from a file, install it as an add-on (see just above).

7. Manipulating documents

7.1. Create a new document

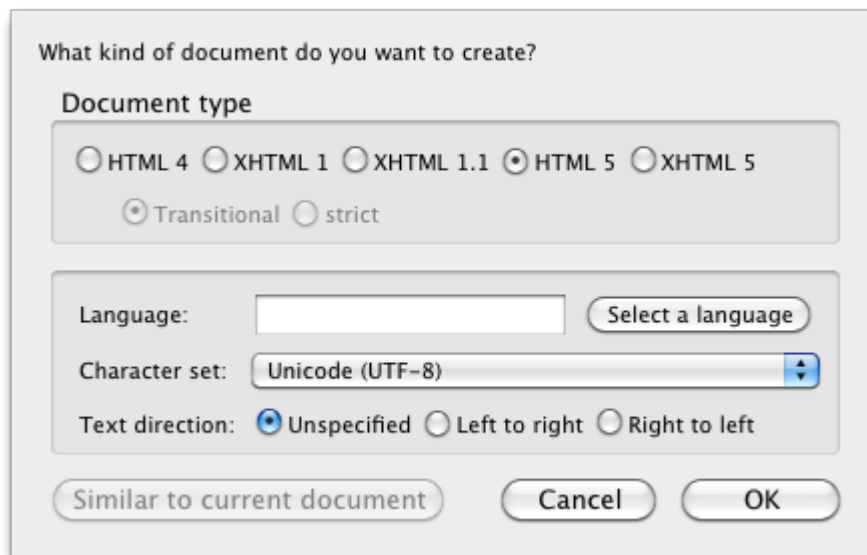
There are three different ways of creating a new document:

1. using the **File > New** menu entry, the corresponding keyboard shortcut (in english, Cmd-t on Mac and Ctrl-t on Windows and Linux) or a click on the New button of the main toolbar 

That will create in a new tab a document conformant to your last choice of document (html4, xhtml1, ...)

2. using the dropdown menu of the New button of the main toolbar or the corresponding keyboard shortcut (in english, Cmd-shift-n on Mac and Ctrl-shift-n on Windows and Linux)

That will allow you to create a document of the desired HTML dialect, in a new tab.



The dialog box is titled "What kind of document do you want to create?". It has a section "Document type" with radio buttons for HTML 4, XHTML 1, XHTML 1.1, HTML 5 (selected), and XHTML 5. Below that are radio buttons for Transitional and strict. There is a "Language:" field with a "Select a language" button. The "Character set:" is set to "Unicode (UTF-8)". The "Text direction:" has radio buttons for Unspecified (selected), Left to right, and Right to left. At the bottom are buttons for "Similar to current document", "Cancel", and "OK".

You can also specify the human language, the character set and the writing direction of your new document. To copy those settings from the currently edited document, use the **Similar to current document** button.

It's not possible any more to select a character set with XHTML5 documents since that character set **must** be UTF-8, per spec.

The New Document Wizard

It's now possible to create XHTML 1.1 documents.

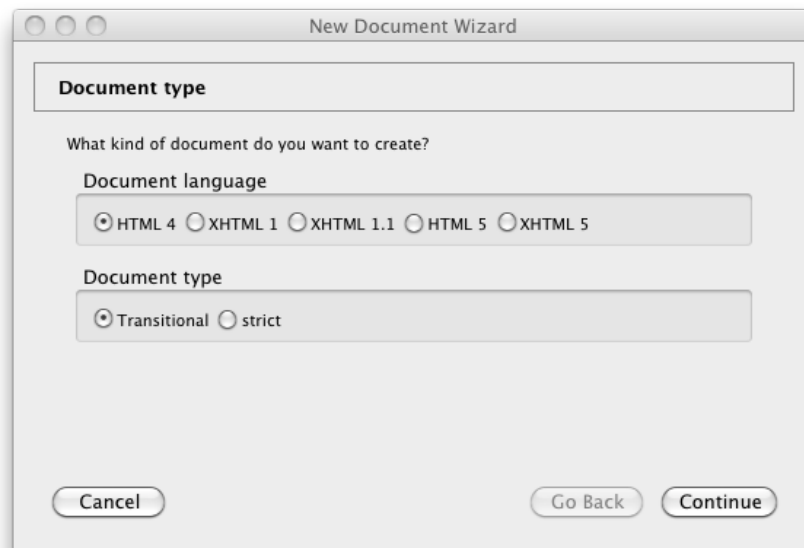
3. using the **File > New wizard** menu entry

Note: Unless you have strong HTML knowledge and really require a specific dialect of html, we recommend you use XHTML 5.

To create an new empty window, use the File > New Window menu entry or the corresponding shortcut (in english, Cmd-n on Mac and Ctrl-n on Windows and Linux).

7.1.1. The New Document Wizard

The New Document Wizard, reachable through the **File > New wizard** menu entry, allows you to create a richer document than just a blank document. It opens the following wizard dialog:

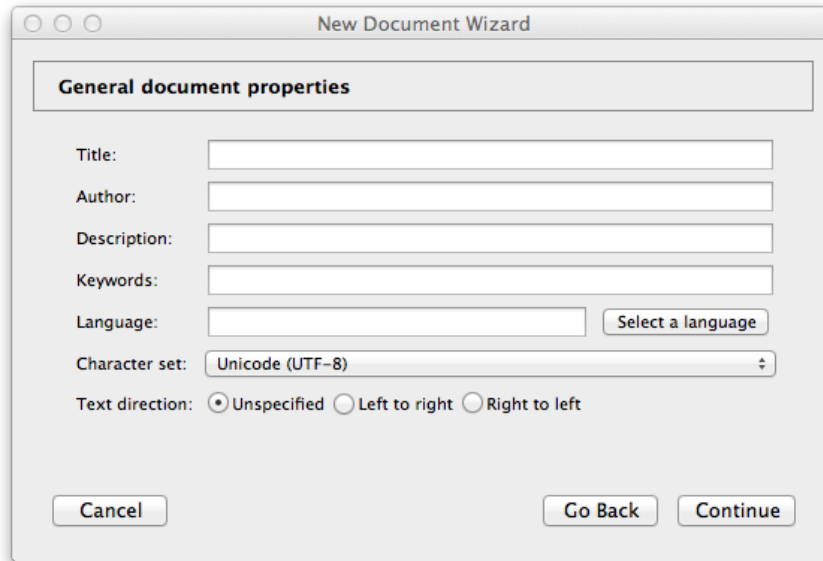


The screenshot shows a dialog box titled "New Document Wizard". It contains the following elements:

- Title bar:** Three window control buttons (red, yellow, green) and the text "New Document Wizard".
- Section Header:** "Document type" in a bold font.
- Text:** "What kind of document do you want to create?"
- Document language:** A horizontal list of radio buttons: HTML 4, XHTML 1, XHTML 1.1, HTML 5, XHTML 5.
- Document type:** A horizontal list of radio buttons: Transitional, strict.
- Buttons:** "Cancel", "Go Back", and "Continue" buttons at the bottom.

That first page of the wizard allows you to set the dialect of html you want to use. Any choice made in that page will be persistent across sessions. Once this is done, click on the **Continue** button to switch to the second page of the wizard. You can go back to any page of the wizard at any time if the **Go Back** button is not disabled.

The New Document Wizard



The screenshot shows a window titled "New Document Wizard" with a section titled "General document properties". The form includes the following fields and controls:

- Title: [Text input field]
- Author: [Text input field]
- Description: [Text input field]
- Keywords: [Text input field]
- Language: [Text input field] and [Select a language button]
- Character set: [Unicode (UTF-8) dropdown menu]
- Text direction: Unspecified Left to right Right to left

At the bottom of the dialog are three buttons: "Cancel", "Go Back", and "Continue".

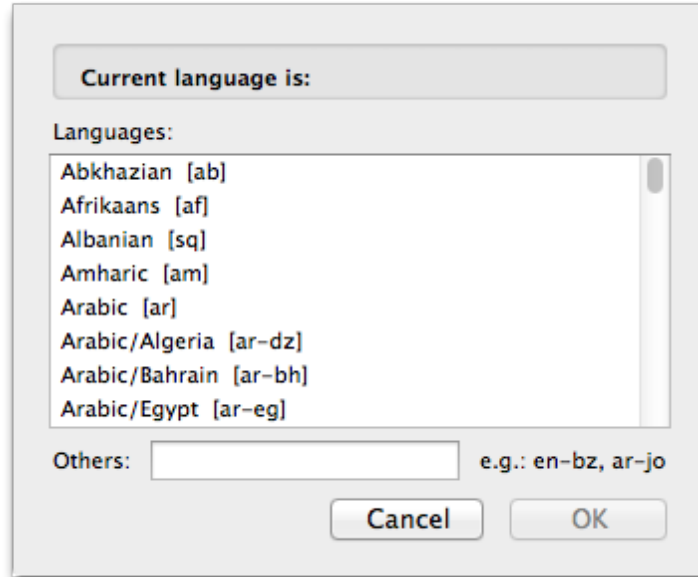
That page allows you to set the main metadata of the document:

- Title, Author, Description and Keywords. The predefined value of the Author field will always be the one set in the [Preferences window](#).
- The main language of the document
- The character set of the document
- The main writing direction of the document.

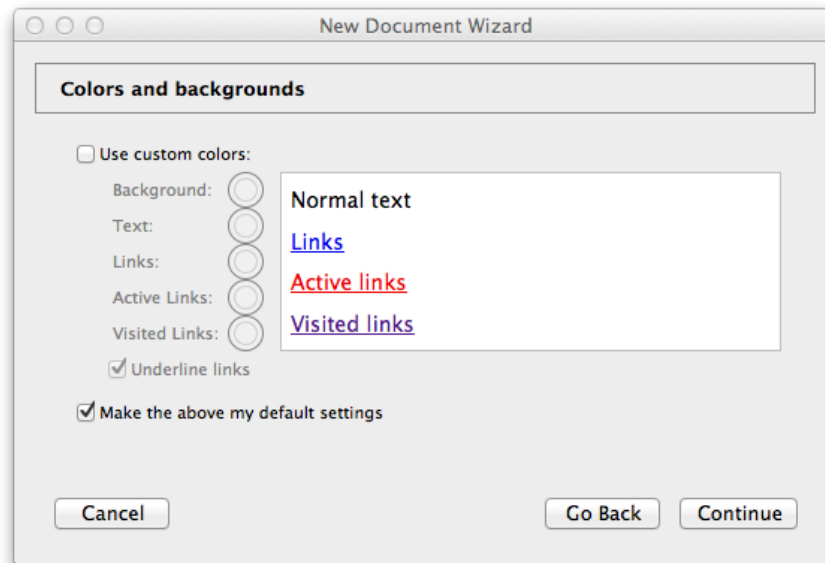
The character set selection is disabled for XHTML5 documents since it **must** be UTF-8 per spec.

Selecting a language will open the following dialog:

The New Document Wizard

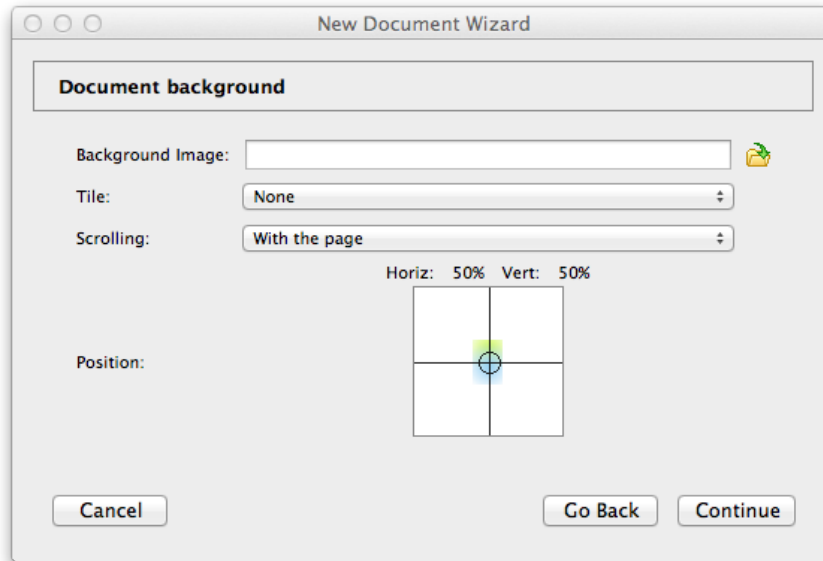


Select a language in the list or type its code and hit the **OK** button.

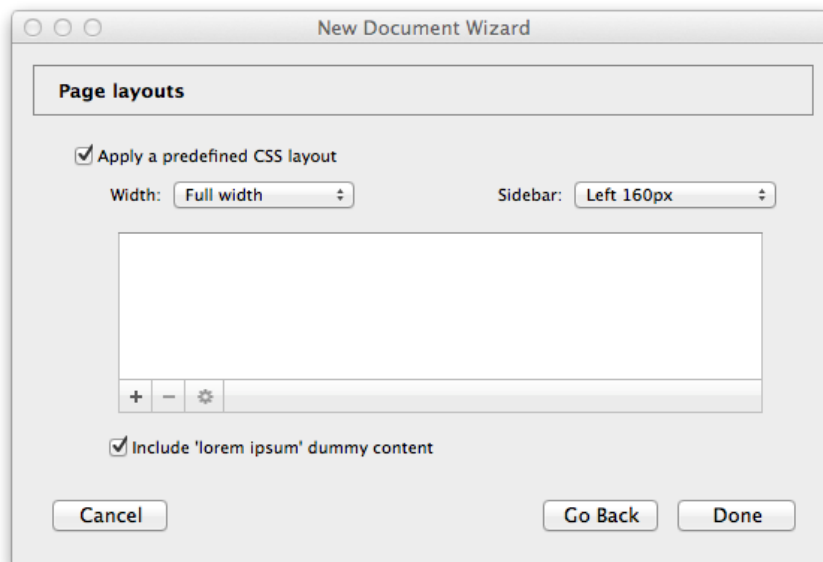


The third page of the New Document Wizard allows you to set the default colors of the document: its background color, the foreground (text) color and the color of links. All choices made here will be applied to the document through CSS styles contained in a stylesheet embedded into the new document.

The New Document Wizard



You can apply a background image to the whole document through the new page. You can select a background image, define how it will be repeated over the document, say if it should scroll with the document or remain fixed and finally finely set its position in the document's background.



The last page of the wizard is probably the most powerful one: it lets you apply a grid layout based on the [YUI2 library from Yahoo!](#). You can define the width of the main content area of your document and say if it should contain a sidebar and in that case, where (left or right). Once this is done, you can click on the **+** button to add grid divisions of your content area. You can delete an already created grid division selecting it in the list and clicking on the **-** button.

Open an existing file

The last checkbox of the document allows to *populate* your empty document with dummy content. That can be very useful to have a more visually editable layout of your new document. Just select the newly created dummy content and replace it by your own to write your document.


Note: a grid-based document created by the wizard is entirely standalone. All necessary styles and structure are fully embedded into your document and your document does not rely on any external resource. YUI2 grids require no JavaScript code at all.

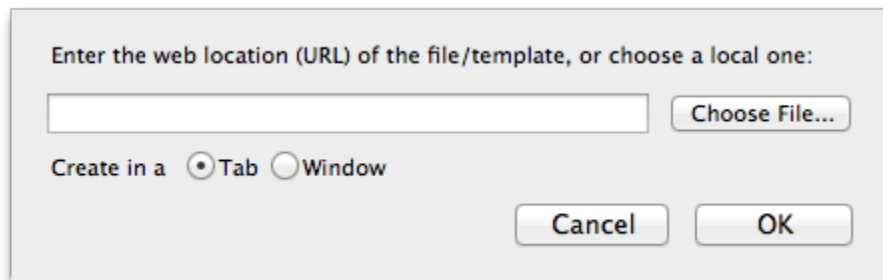
Click on the **Done** button to finally create the new document according to all your design choices.

7.2. Open an existing file

To open an existing html/xhtml/html5 file into a new tab, you can use the **File > Open File...** menu entry or use the corresponding shortcut (in english, Cmd-o on Mac and Ctrl-o on Windows and Linux). See below for more options.

7.3. Open an existing document

To open an existing html/xhtml/html5 document, you can use the **File > Open** menu entry, use the corresponding shortcut (in english, Cmd-Shift-o on Mac and Ctrl-Shift-o on Windows and Linux) or click on the Open toolbar button .



If the file you want to open is a remote resource reachable through HTTP, just type the URL in the text field in that window. If it is a local file, click on the **Choose File...** button to select it. Accepted extensions are *.html and *.xhtml.

Opening the dropdown menu attached to the **Open** toolbar button will allow you to say if you want to open the document in a new tab or a new window. By default, documents are always opened in a new tab.

The OS native filepicker that shows when you click on the **Choose file...** button now lets you open *.php files if you select "PHP files" in its dropdown menu.

Save an edited document

Warning: Please note the support for editing PHP files is experimental and will never be able to deal with all arbitrary PHP files. In particular, a PHP file that is not a conformant HTML document at all could lead to strange results when opened by BlueGriffon.

7.4. Save an edited document

You can save an edited document through the common **File > Save** or the **File > Save As...** menu entries. There is no auto-save feature in BlueGriffon 1.5. BlueGriffon can [create a backup](#) of your file when you save the document.

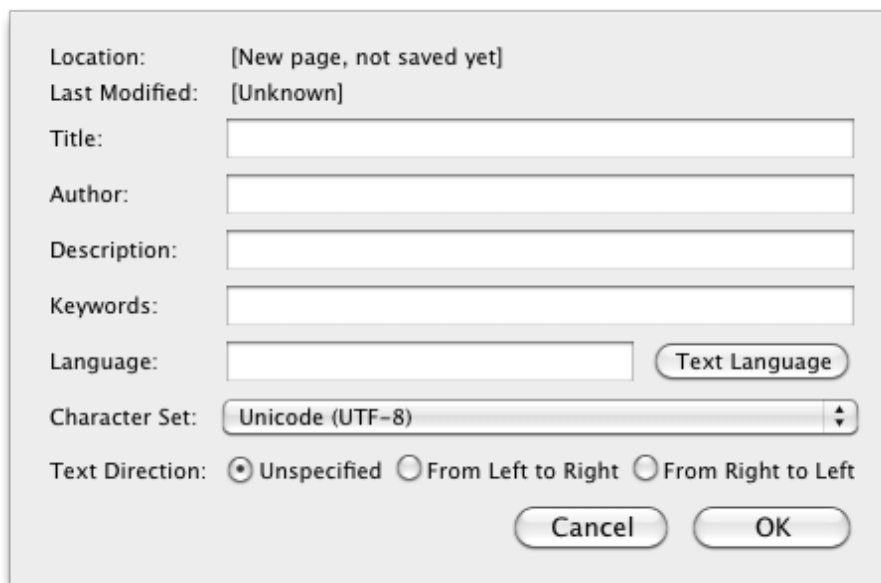
See also: the [OS X Preferences Panel](#) if you use a Mac.

Warning: it is **very highly recommended** to use the *.html extension for HTML4 and html5 (HTML serialization) files, and the *.xhtml extension for XHTML1 and html5 (XML serialization). Using the *.html extension for local XHTML1 and XHTML5 files could lead to XML syntax errors in the Source view or saving the file...

Note: if you need to force carriage returns to be LF independently of your current platform's common practice because for instance of a version control system, see the [Source Preferences panel](#).

7.5. Edit the Properties

To edit the general properties of a document, use the **Format > Page Properties** menu entry:



The screenshot shows the 'Page Properties' dialog box. It contains the following fields and options:

- Location: [New page, not saved yet]
- Last Modified: [Unknown]
- Title: [Empty text box]
- Author: [Empty text box]
- Description: [Empty text box]
- Keywords: [Empty text box]
- Language: [Empty text box] with a 'Text Language' button to the right.
- Character Set: A dropdown menu showing 'Unicode (UTF-8)'. Below it are radio buttons for 'Unspecified', 'From Left to Right', and 'From Right to Left', with 'Unspecified' selected.
- Buttons: 'Cancel' and 'OK' at the bottom right.

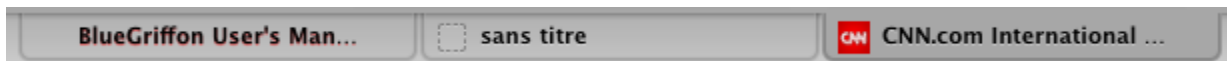
Document tabs

The dialog shows you the URL of the document if it already has one, and the date and time it was last modified. It allows you to set the title and other metadata for the document, including its main language and writing script direction.

You can also now change the character set of your document. The change in the file will happen next time you save the document.

7.6. Document tabs

Document tabs reflect the title of the document (or a predefined name like "Untitled" if no title is defined yet), its favicon if there's one and the status (saved or unsaved) of the document.



In the screenshot just above, text in the leftmost tab is outlined in red, indicating the document is modified and unsaved. The tab in the middle contains a document with an empty or non-existent `<title>` element. The last one shows the home page of CNN opened by BlueGriffon, and is editable.

A tooltip is available on each tab and shows the dialect of HTML used by the document (HTML4, XHTML1, html5, xhtml5).

There are three ways to close a tab: you can use the corresponding File > Close current tab menu entry, you can use the associated shortcut (in English, Cmd-w on Mac and Ctrl-w on Windows and Linux) or you can click on the close button that will appear in the tab itself if your mouse hovers over the tab :

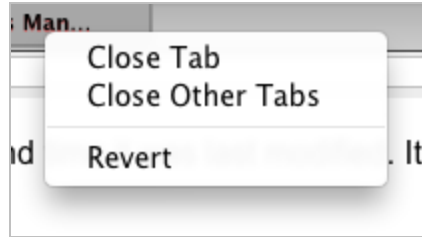


If the document is modified and unsaved, BlueGriffon will prompt for an optional document title if no title is already present in the document before offering to save the document, discard the changes or cancel the action.

The position of tabs in the window (left, center or right) can be changed [through the Preferences](#).

A contextual menu is available on tabs:

External files



You can close the selected tab, close all tabs but the selected one, and revert the document (i.e. abandon the current modifications and revert to the last saved version of the document).

7.7. External files

If you changes outside of BlueGriffon an external file, for instance a stylesheet or an image file, referenced by a document currently edited in BlueGriffon, the editor will warn you, will reload that file and reapply it to that document.



If you check the chekbox before hitting the **OK** button, BlueGriffon will not show this dialog again.

8. Select elements in the document

8.1. The All-Tags mode



The **View > All Tags** menu entry will enable or disable the All Tags mode in the Wysiwyg view of your document. The All Tags mode shows almost all the elements tags of your document in your Wysiwyg view. You can click or double-click on tags to select or edit them (if a specific dialog exists for that tag).

P The Updates preferences panel allows to control how [BlueGriffon](#) looks for updates. You can also verify immediately if an update is available clicking on the "Check now" button.

P When [BlueGriffon](#) looks for an update, it sends one single request to our server to retrieve a trivial XML document containing two things:

- OL**
- 1. **LI** the version number of the last available version of [BlueGriffon](#),
- 2. **LI** an optional message to users.

P Be sure we don't care less about privacy than you do. If you wonder what we do with the data sent when [BlueGriffon](#) pings our web site to look for a new version, read **A** [this document](#).

H3  **A**  **A** **The Advanced preferences panel**

Note: a few elements, notably the `img` element, do not show a tag in this mode. This is a complex bug related to empty replaced elements we are working on.

8.2. Reaching the target of a link

If the caret is placed inside a local link, i.e. a link targeting an element inside the current document, you can right-click and select the **Select the target of the link** menu entry to move the caret automatically to that element. You can also use the **Edit > Select the target of the link** menu entry.

8.3. The structure bar

The structure bar is the view of the element containing the caret or the selection and its ancestors up to the body element of the document that is visible just below the **Wysiwyg** and **Source** buttons in the main window of BlueGriffon.

Click on any element in the structurebar to select the corresponding element entirely. Once that is done, you can place the caret right after or before the selected element using the left and right arrow keys of your keyboard.

Find and Replace

You can also select the parent element, first child, next or previous sibling of the current element container using the **Edit > Select...** menu. Please note the menu entries in that menu have platform-dependant shortcuts.

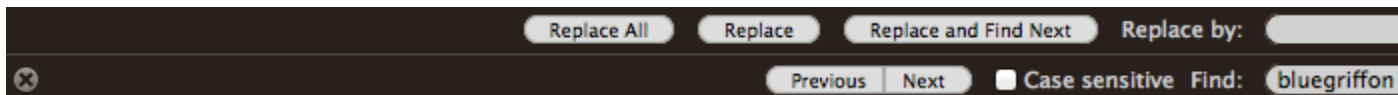
But you can also right-click on any element in the structure bar for direct access to the following features:

- set or reset the language of the element
- set the writing direction (left-to-right or right-to-left) of the element, something needed when you write a document mixing for instance a western language and arabic or hebrew.
- delete the element with all its contents
- delete the element but preserve all its contents
- change the element (in that case, the element in the structure bar shows a text field; just type the new tag and press return; use the Escape key to cancel)
- copy the HTML markup for the elements and its contents to the clipboard
- set the ARIA role for the element

What the structure bar shows for an element (ID, classes, role, language) can be specified in the Preferences window, in the Documents panel.

8.4. Find and Replace

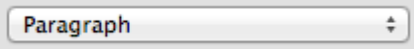
To find some text in the Wysiwyg view of a document use the **Edit > Find** menu entry or hit ctrl-F (cmd-F on Mac OS X). It will make appear the Find&Replace bars.




Hit the escape key or click on the close button to hide that bar.

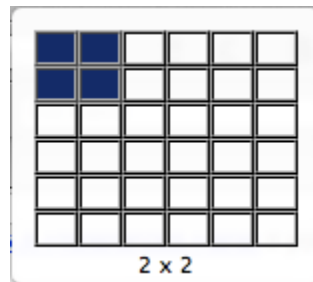
New in v1.7 To find another occurrence of the same pattern, use the **Edit > Find Again** menu entry or hit ctrl-G (cmd-G on Mac OS X).

9. Insert content into the document

All text content in the document can be turned into a paragraph, a section header, a preformatted paragraph, an address or a generic `<div>` element using the format toolbar dropdown menu . See [the section about the Formatting your content](#).

9.1. Insert a Table

To insert a table into the document at caret's position, use the **Table > Insert > Table** menu or click on the Table toolbar button . That opens the following dialog:



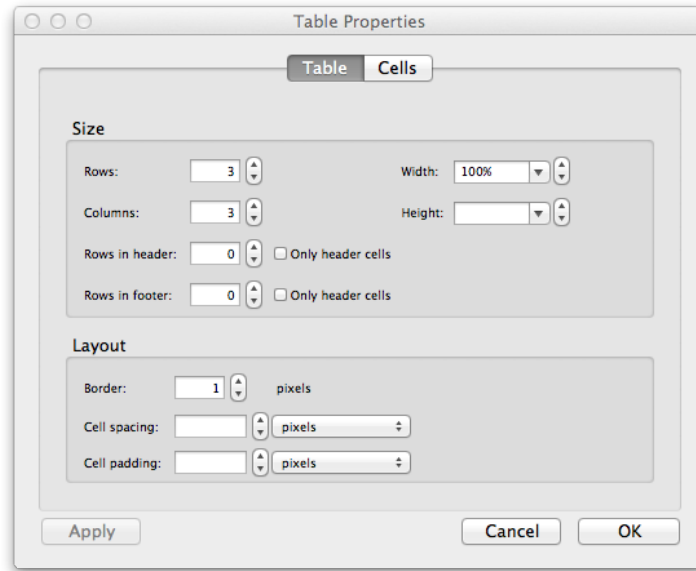
Just make the mouse pointer hover over a given cell and click to create a table. If you want to create a table with greater dimensions, just reach the right or bottom borders of the dialog and the table size will automatically expand. Hit the Escape key or click anywhere outside of that dialog to cancel the insertion of a table.

Note: new tables will always have a 100% width and a 1px wide border.

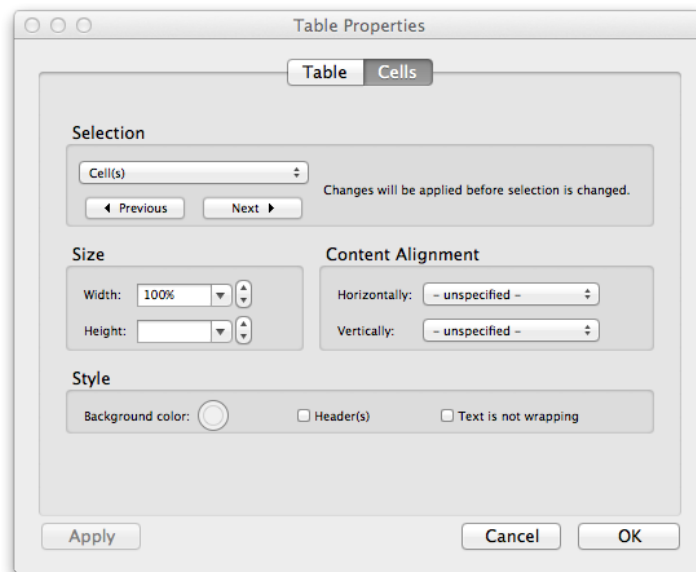
To add a new row or column to your table, you have several options:

- place the caret into a cell of that table and click on the small arrows that appear on the cell's border
- right-click inside a table cell and use the **Table Insert context menu**
- place the caret into a cell of that table and click on the **Table toolbar button** or use the **Table > Table Properties** menu or even the **Table Properties context menu**. That will open the following dialog:

Insert a Table




This dialog has two tabs, one dedicated to the whole table, and one dedicated to cells, lines and rows. If you remove the border of the table, the Wiswyg view of BlueGriffon will still show a red dashed outline for the table just to allow you to see the table cells' limits.



The second tab will allow you to style the currently selected cell, row or column. Once that is done, you can move to the previous or next cell, row or column using the **◀ Previous** and **Next ▶** buttons.

To delete a table row or column, different options are possible:

Tweak your table's layout using the mouse pointer

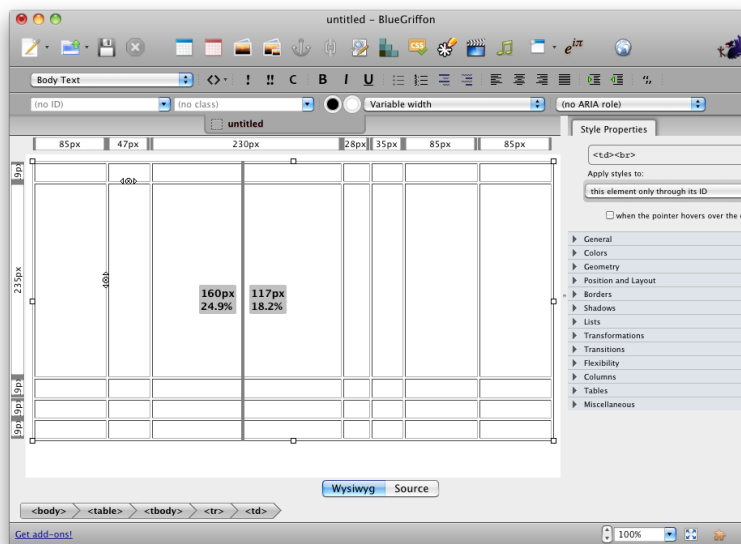
- place the caret into a table cell belonging to the row or column to delete and click on the  marker in the top border (to delete the column) or the vertical border (to delete the row), or use the **Table > Delete** menu.
- right-click on the cell and use the **Table Delete** menu.

Warning: deleting a table cell (the whole element, not only its contents) is not recommended if you don't have strong HTML knowledge. The option is present in the menus if you want to set yourself the rowspan or colspan attributes to created expanded cells.

You can also joint **adjacent** cells selecting them and using the **Table > Join Cells** menu or the **Join Cells** context menu. To select multiple cells to join them, place the caret in the topmost-leftmost one and shift-click the others. Joined cells can divided back into individual cells placing the caret inside them and using the **Table > Split Cell** menu entry or **Split Cell** context menu.

9.2. Tweak your table's layout using the mouse pointer

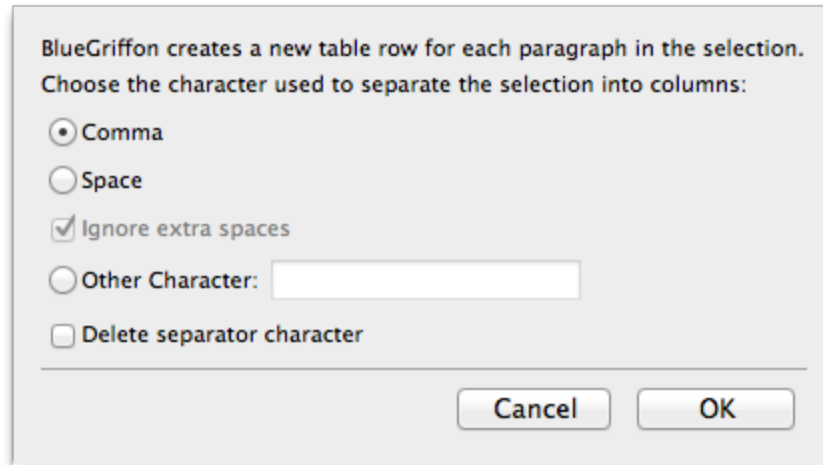
If your table does not carry the CSS style `border-collapse: collapse`, you can resize its rows and columns very easily. Just grab the border between two lines or two columns and move it. Popups attached to your mouse pointer's position will show the new sizes.




9.3. Create a Table from a series of paragraphs

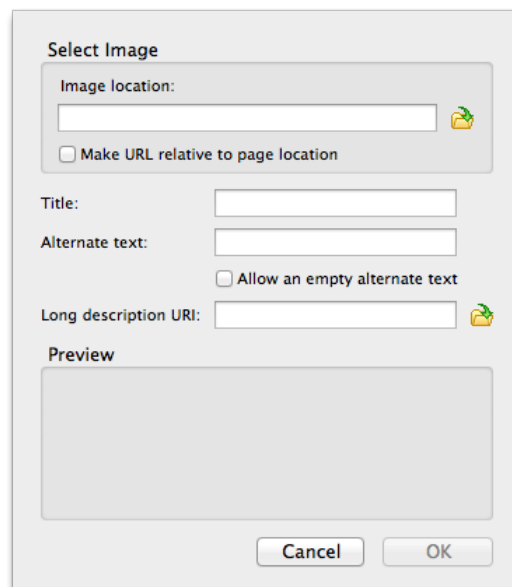
You can also create a table from a series of paragraphs containing columns of data (think CSV) selecting these paragraphs and using the **Table > Create Table from Selection**.


Insert an Image



9.4. Insert an Image

You can insert an image into your document through the Insert > Image menu entry or the Image toolbar button , opening the following dialog:



If your image is a remote resource (or a data URL), type its URL into the top text field of that dialog; if it's local to your hard disk, click on the filepicker button  at the top-right of the window to select an image file. A preview of your image will be displayed at the bottom of the window. If no preview is displayed, it means your image file is corrupted or the remote resource is not reachable.

The `Make URL relative to page location` checkbox allows you to use in your document an absolute or relative URL for your image.

Insert an Anchor

Note: it is of course impossible to create a relative URL for an image inserted into a document that is not already saved: the document has no URL itself...

The title of the image represents advisory information for the element, such as would be appropriate for a tooltip. It is optional.


The Alternate text is **mandatory** and is here to give information about the image to visually impaired users using voice-enabled browsers, or to people using a text-only browser. It's still possible to avoid providing that attribute checking the **Allow an empty alternate text** checkbox but that practice is **not** recommended.

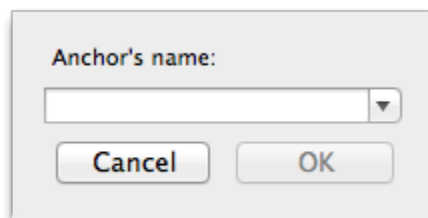
The longdesc attribute contains the URL for an external resource giving a longer description of the image. Type a URL in the corresponding field or select a local file.

Note: the fate of the longdesc attribute is subject to complex discussions in the standardization community. We have decided to maintain some User Interface for this attribute whatever will be the standardization decision, first because that attribute still exists in HTML4 and XHTML1, second because a lot of people still rely on this very important Accessibility feature.

To edit the properties of an image already present into the document, double-click on it or select it and use the **Insert > Image** menu entry or the toolbar button.

9.5. Insert an Anchor

Here, an anchor is the target of a link. Place the caret in your document and use the **Insert > Anchor** menu entry or click on the Anchor toolbar button . That opens a very simple dialog where you can enter the name of the anchor:



Note: the name of an anchor must begin with a letter ([A-Za-z]) and may be followed by any number of letters, digits ([0-9]), hyphens ("-"), underscores ("_"), colons (":"), and periods ("."). Whitespace is not allowed in the name of an anchor.

Once the anchor is created, it will be shown as an anchor icon into the document:

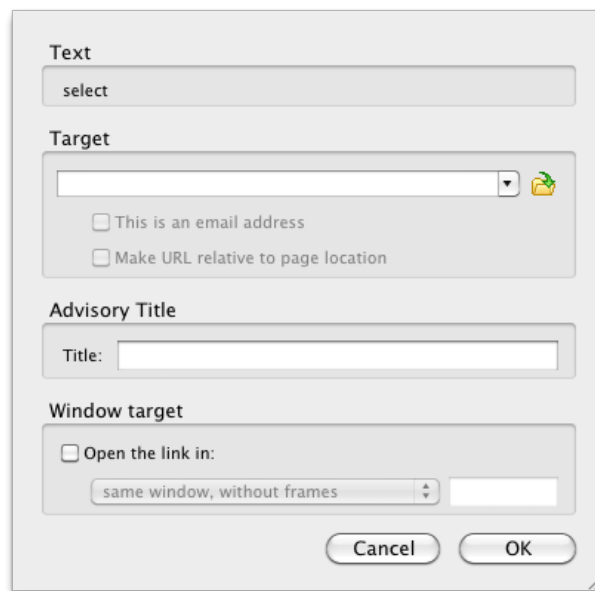
Insert a Hyperlink

9.2. Create

To modify the anchor's name, double-click on it or select it and use the menu the **Insert > Anchor** menu entry or click on the Anchor toolbar button again.

9.6. Insert a Hyperlink

To insert a hyperlink to a local or remote resource into the document, select some content and use the **Insert > Link** menu entry or click on the Link toolbar button



The dialog box for inserting a hyperlink is titled "Hyperlink" and contains several sections:

- Text:** A text input field with the placeholder text "select".
- Target:** A text input field for the URL, a dropdown menu, and a file selection icon. Below this are two checkboxes: "This is an email address" and "Make URL relative to page location".
- Advisory Title:** A text input field labeled "Title:".
- Window target:** A checkbox labeled "Open the link in:" followed by a dropdown menu showing "same window, without frames" and an empty text input field.

At the bottom of the dialog are "Cancel" and "OK" buttons.

If you selected some content in the document, it will be visible (and read-only) in the Text group. Otherwise, you must enter some textual contents for the link there.

The target of the link is either a URL you have to type or a local file you can select.

You can also enter an advisory title for your link, desktop browsers usually showing that advisory title as a tooltip when the mouse pointer hovers over the hyperlink.


Finally, you can set how you want the link to be activated (in the same window, in a new one, ...).

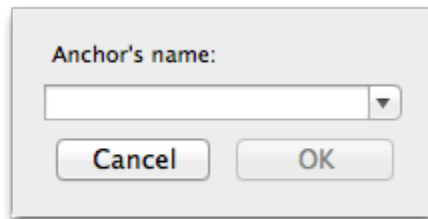
Note: the Window target settings should be used cautiously. If opening a link in a new window can be seen as a desired behaviour by a Web page's author, it can also be seen as an annoyance by the Web page's reader.

Insert an Audio

To edit an existing link, double-click on it or use again the menu or the toolbar button after selecting the link.

9.7. Insert an Audio

You can insert an audio restitution, with inline audio controls, using the Audio toolbar button . That opens the following dialog:

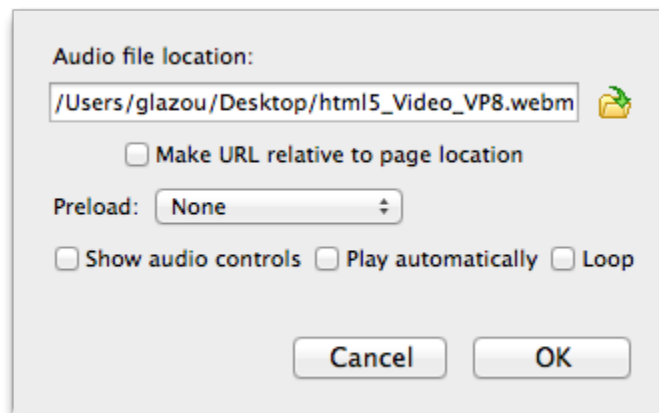


Type the URL for a remote audio file or select one from your local disks.

Note: you can also select a video file, only the audio output will be done.

Warning: the only officially supported formats are Vorbis, in Ogg containers, as well as WAV format. This is not a restriction of BlueGriffon itself but is linked to video codecs licenses. Google Chrome also supports H.264 but other browsers may not be able to render that video format.

Once you have selected a valid audio file, new controls appear in the dialog:



Once an audio restitution is inserted into the document, it is represented by the following image inside content:




Insert a Video

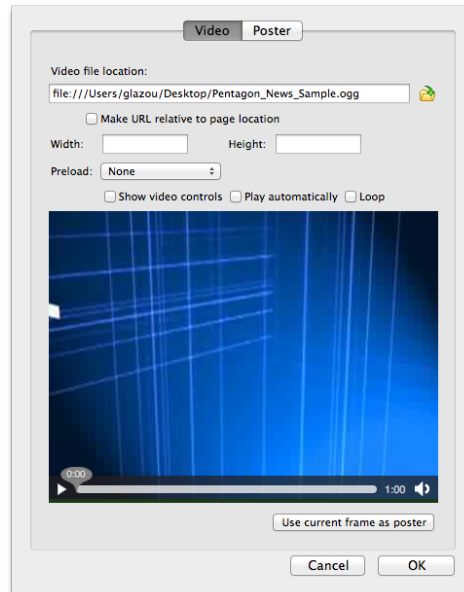
Double-click on it if you want to modify the properties of that audio restitution.

9.8. Insert a Video

Insertion of an video file is very similar to the insertion of an audio file. Use the

Video toolbar button  .

After entering a valid video resource, the dialog will appear as following:




You can play the video inline and select a given frame of that video as the poster (the image that will appear before the user can play the video) clicking on the **Use current frame as poster** button.

You can also switch to the Poster tab and select a poster from a remote resource or local file, or save the current poster as a PNG file if it was selected directly from the video in the Video tab.

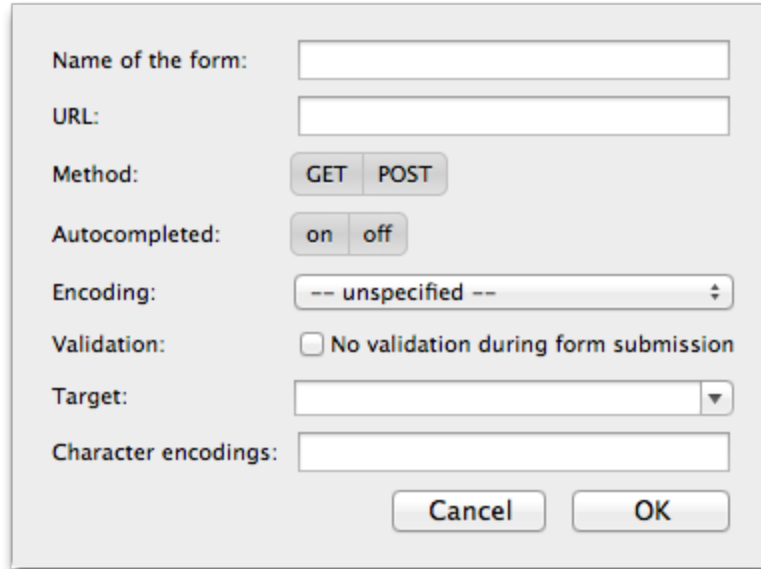
To edit the properties of a video element already present in the document, double-click on it or select it and use again the Video toolbar button.

9.9. Insert a Form

HTML5 form elements and sub-elements can be inserted using through the Form toolbar button  or through the **Insert > Form** menu.

First, create a new form. This will open the following dialog:

Insert an horizontal bar



A dialog box for configuring form attributes. It contains the following fields and controls:

- Name of the form:
- URL:
- Method:
- Autocompleted:
- Encoding:
- Validation: No validation during form submission
- Target:
- Character encodings:

Buttons:

This document is not a html/xhtml tutorial and editing html forms is difficult without technical knowledge of the form attributes described in this dialog. Many free and commercial html5 tutorials are available on the Web and in printed form.

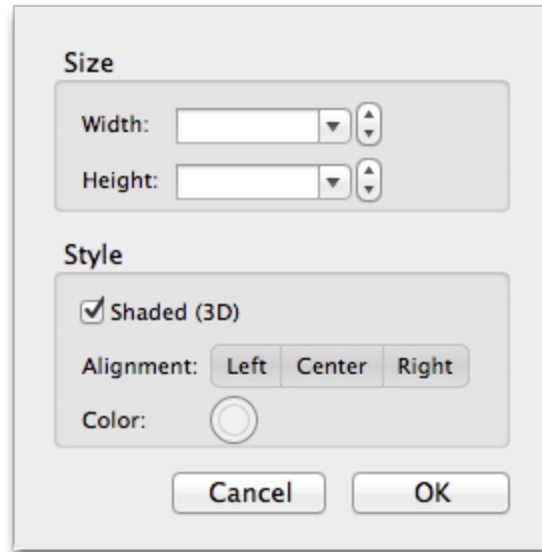
Once your form container is created, it is visible in your document as an area highlighted by a red dashed border. You can insert extra form sub-elements like buttons or text areas, or non-form elements like paragraphs or headers, in that form container according to your wishes.

To edit an already created form or form element, just double-click on it. Some form elements require to turn mouse events inactive to make the elements editable; in that case, use the toolbar button or the corresponding menu entry.

9.10. Insert an horizontal bar

Even if this element is far less used nowadays than it used to be in the early days of the Web, some Web authors still like it a lot and BlueGriffon has the **Insert > Horizontal** bar menu entry for that.

Insert an arbitrary html element



You can specify the width, the height and the style of the `<hr>` element. Please note that the corresponding styles will be carried directly by the element in a `style` attribute.

Double-click on the bar itself or select it and use the menu entry to edit it.

9.11. Insert an arbitrary html element

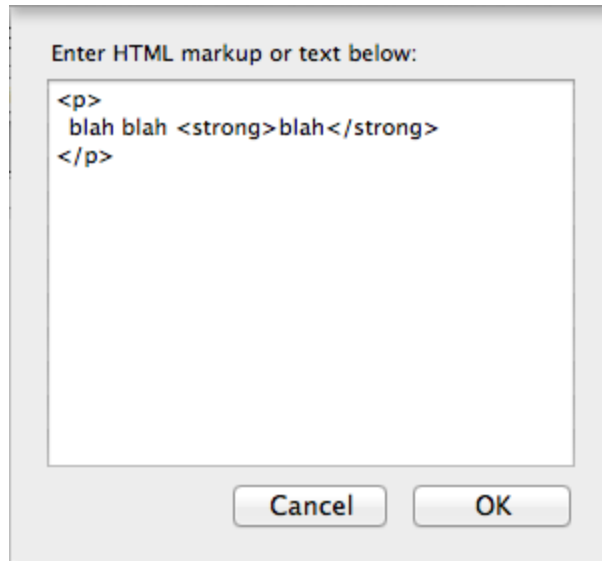
To insert an arbitrary element from the list of all html5 elements, use the **Insert > HTML 5 Element** menu entry. Please note that the insertion of an element using that menu will delete the selection and replace it by the created element if the selection in the document is not empty. To encapsulate the current selection into a "stylistic" element, please see the [section about the Format menu](#).

If the newly created element has an insertion dialog in BlueGriffon, that dialog will automatically appear to let you edit the attributes of the element.

9.12. Insert HTML markup

You can also directly insert HTML markup (source code) at the caret's position using the **Insert > HTML markup** menu entry.

Paste content without Fomattting



Just type the HTML markup or paste it into the text area and hit the **OK** button. If the selection is not restricted to a caret, the selection will be deleted to insert and replaced by that markup.

9.13. Paste content without Fomattting

To paste Wysiwyg content without any formatting, for instance if you paste content copied from a browser or an editor like MS Word, use the **Edit > Paste without Formatting** menu entry or the **Paste without Formatting** context menu.

9.14. Insert a Table of Contents

BlueGriffon is able to automatically manage for you a table of contents. To create a new Table of Contents in your document, select the **Insert > Table of Contents** menu entry.

Insert a Table of Contents

| | Tag: | Class: |
|---------|------|--------|
| Level 1 | h1 | |
| Level 2 | h2 | |
| Level 3 | h3 | |
| Level 4 | h4 | |
| Level 5 | h5 | |
| Level 6 | h6 | |

Number all entries in the table of contents
 Make the table of contents read-only

Cancel OK

For each level of your table of contents, select the corresponding elements in your document and optionally the attaches class. If for instance your document has only two levels of contents and all level1 headers in your document are `<h2 class="header">` while all level2 headers are `<h3>`, select h2 for Level 1 and type header in the associated text area, select h3 for Level 2 and select -- for all other levels.

You can automatically generate header numbers in your Table of Contents using the corresponding checkbox in the dialog above. Please note these numbers will only appear in your Table of Contents, not in your main content; you're still responsible for that part.

Note: the best way to add numbers to your section headers is to use CSS generated content and counters. See the Miscellaneous section.

You can also make the Table read-only. If the corresponding checkbox remains unchecked in the dialog above, you can still modify the generated Table of Contents.

Hit the **OK** button to generate the Table.

To modify a previously created Table of Contents, select it (if it's read-only) or place the caret anywhere inside it. Use the **Insert > Table of Contents** to reopen the Table of Contents dialog.

You can also double-click on the comment starting the Table of Contents:

2. Table of Contents

```
<!--mozToc h2 1 h3 2 h4 3 ...-->
```

1. [About BlueGriffon and this document](#)
2. [Table of Contents](#)
3. [Installing BlueGriffon](#)
 1. [Windows](#)

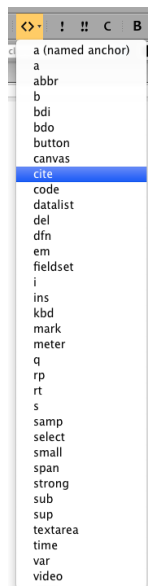
10. Format your content

10.1. The span element

Encapsulating text inside span elements is one of the basic operations you will often need. CSS (Cascading StyleSheets) allow to attach styles to elements, not to arbitrary chunk of text.

Let's say you want for instance to color in red the word "HTML" in the text "BlueGriffon is a Wysiyg HTML editor". Then select that word in your content and create a `` element around it using the **Format > Span** menu entry.

New in v1.7 You can also use the new dropdown button:



One click on the button in that dropdown button will encapsulate the current selection into a `span` element. To encapsulate the selection in another inline element, click on the arrow attached to the button to make the popup appear.

Once that is done, you can apply CSS styles (including the red color your originally wanted) to that element using for instance the CSS Properties Panel.

Creating a span also allows you to give an ID and/or classes to a chunk of text.


10.2. The format dropdown menu

The format dropdown menu allows you to specify the format of the current block of text. You can, using that dropdown, turn for

instance the current paragraph into the a Section 1 Header or a preformatted section (a `<pre>` element). The available options are the following ones:


- Body text (no block container, the text is directly a child of the parent block element)
- Paragraph (`<p>`)
- Heading 1 to 6 (`<h1>` to `<h6>`)
- Address (`<address>`)
- Preformat (`<pre>`)
- Generic container (`<div>`)

10.3. Emphasis

To emphase a chunk of text, select it and use the emphasis toolbar button  or the corresponding `Format > Emphasis` menu entry.


An emphasis is usually rendered in italic font but you should not use that feature to explicitly render some text in italics. An emphasis implies some sort of highlight for the benefit of reader, not stylistic hints.

10.4. Strong emphasis

To strongly emphase a chunk of text, select it and use the emphasis toolbar button  or the corresponding `Format > Stronger Emphasis` menu entry.

An emphasis is usually rendered in bold font but you should not use that feature to explicitly render some text in bold. An strong emphasis implies a strong highlight for the benefit of reader, not stylistic hints.

10.5. Code

To specify a chunk of text is an excerpt from some machine-readable prose (in general code or markup), you can select that text and use the code toolbar button  or the corresponding `Format > Code` menu entry.

Code is usually rendered in monospace font but you should not use that feature to explicitly render some text in monospace font. This element should be used in relation to the semantics of its contents, not its stylistic hints.

10.6. Other inline stylistic elements

The `Format` menu also allows to create the following elements:

- Bold (``)

Remove all text styles

- Italic (<i>)
- Underline (<u>)
- Strikethrough (<s>)
- Superscript (<sup>)
- Subscript (<sub>)
- Fixed width (<tt>)
- Citation (<cite>)
- Abbreviation (<abbr>)
- Acronym (<acronym>)
- Sample output (<samp>)
- Variable (<var>)

The Bold, Italic and Underline elements can also be created and managed through the corresponding toolbar buttons **B I U**. Please note these elements are purely stylistic and do not carry any implied semantics.



10.7. Remove all text styles

Selecting text and using the **Format > Remove all text styles** menu entry or the **Remove all text styles** contextual menu allows you to remove all inline elements (see above) from the selected text.

10.8. Remove all links

Selecting text and using the **Format > Remove all links** menu entry or the **Remove all links** contextual menu allows you to remove all links from the selected text.

10.9. Ordered and unordered lists

To turn a given block element, for instance a paragraph into a list, place the caret inside that paragraph and hit the ordered list  or the unordered list button . That will turn that block into the first list item of such a list.

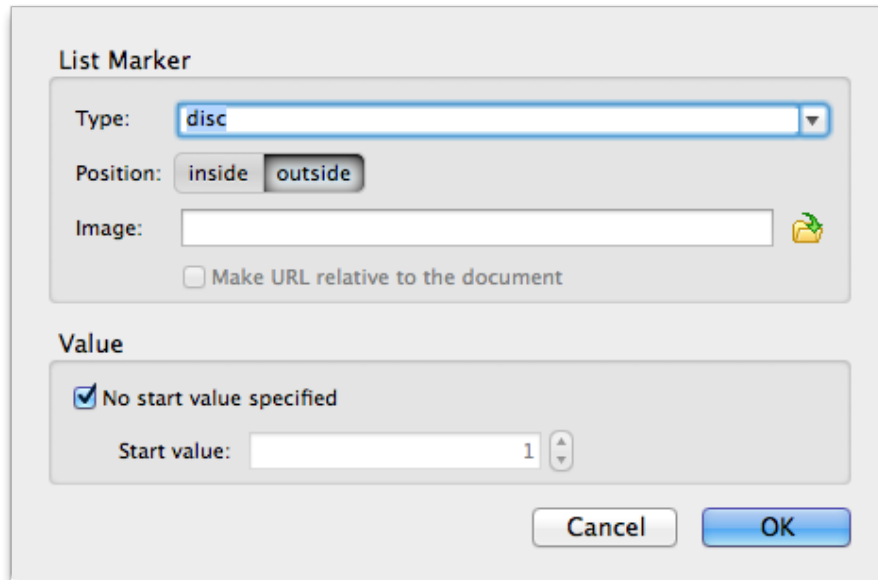
When the CR key is hit at the end of a list item, it creates a new list item. Hit it a second time to end the list.

To create a sublist item, hit the Tab key; to turn it back into an item one level above, hit shift-Tab.

You can switch from an ordered list to an unordered list one at any time using the toolbar buttons.

Definition lists

To change the list properties of a set of list items, select them and use the **Format > List Properties** menu entry.



The dialog box is titled "List Properties" and is divided into two sections: "List Marker" and "Value".

List Marker

- Type: A dropdown menu with "disc" selected.
- Position: Two radio buttons, "inside" and "outside". "outside" is selected.
- Image: A text input field with a folder icon to its right.
- Make URL relative to the document

Value

- No start value specified
- Start value: A text input field containing "1" with up and down arrow buttons.



Buttons: "Cancel" and "OK".

To change the properties of the whole list, select it using the structure bar and use the same menu entry.

The dialog above will create inline styles contained in `style` attributes.

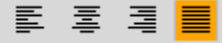
Warning: BlueGriffon has a known issue dealing with ordered and unordered lists: nested lists should be contained in the list item preceding them while they're currently created as a sibling of the previous list item... This is a well-known problem in a lot of wysiwyg editors and all browsers will fortunately render well that alternate model. To fix the html validity of your lists, use the **Tools > Markup Cleaner** menu entry.

10.10. Definition lists


To create a definition list, type the first definition title for instance as a paragraph and click on the Definition Term toolbar button . Hitting the return key will then create a Definition Description element after the Definition Term. Another hit on return will add a new Term. To turn a Term into an extra Description for the previous Term, use the Definition Description toolbar button .

Two hits on the return key will make you leave the Definition List.

10.11. Aligning a block

You can very simply align a block using the four alignment toolbar buttons . The first one will align the block's contents to the left, the second will center it, the third will align it to the right and the last one (currently selected in our screenshot) will justify the contents of the block. Please note the effect is achieved applying CSS inline styles, i.e. styles contained in a `style` attribute on the block element.

10.12. Indenting a block

You can also simply indent (or outdent) a block using the Indent (Outdent) toolbar button . Please note the effect is achieved applying CSS inline styles, i.e. styles contained in a `style` attribute on the block element for all elements but ordered and unordered lists. For lists, indentation creates nested lists.

10.13. Color and block background color

The two colorpicking buttons in the formatting toolbar  allow you to set:

- a foreground color for the selection (no need to create a span first)
- a background color **for the containing block**

11. Enrich your content

There are several common ways to enrich your content:

- add attributes to elements
- style it through CSS, and ID and classes
- add scripts
- specify the language and the writing direction of an element
- specify the role (ARIA) of an element

11.1. Assign an ID to an element

The easiest to assign an ID to a given element is to place the caret in that element or select it through the structure bar and use the ID dropdown

 in the Format toolbar.

Just type the ID you want to assign and press the Return key. If you click on the arrow, a popup menu will show all the IDs used in all stylesheets applied to the document.

To remove the ID assigned to an element, place the caret in the element and clear the text field; you can alternatively click on the arrow and select the ID that is already assigned.

If you try to assign to the element an ID already carried by another element in the document, BlueGriffon will offer you to remove the ID assignment from the other element or cancel the operation since an ID has to be unique in a document.

11.2. Assign a class to an element

Similarly, the easiest to assign a class to a given element is to place the caret in that element or select it through the structure bar and use the class dropdown

 in the Format toolbar.

Just type the class you want to assign and press the Return key. If you click on the arrow, a popup menu will show all the classes used in all stylesheets applied to the document.

To remove a class assigned to an element, place the caret in the element, remove that class from the text field (an element can carry multiple classes); you can alternatively click on the arrow and select the class. Classes already assigned appear above the menu separator in the popup menu.

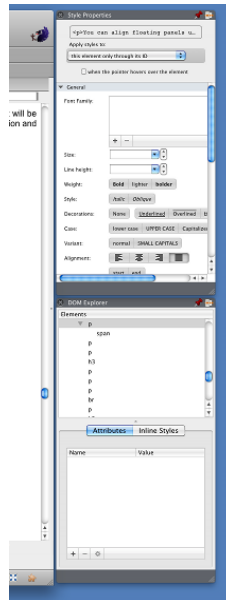
11.3. Floating Panels

Floating panels are companion tools to BlueGriffon that live in their own window. BlueGriffon 1.5 is released with the following four panels builtin:

- the DOM Explorer panel
- the Style Properties panel
- the Script Inspector panel
- the Stylesheets panel

They can be reached through the **Panels** menu, and sometimes a toolbar button.

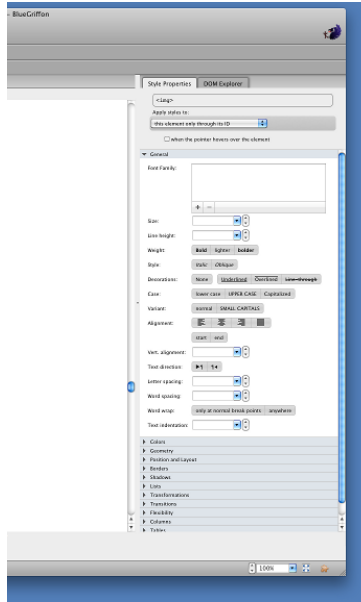
You can align floating panels using the small button in its titlebar (not available on all platforms) or the **Panels > Align all panels** menu entry. If a panel starts before the start of the main window, it will be realigned before the main window; it will be realigned after the end of the main window if it starts after it start. Two panels intersecting in terms of horizontal position will be realigned at the same position and will share the available vertical space:



Panels' positions are persistent and they will be preserved and restored across sessions.

A new pin button is available that docks the panel into the main window.

The DOM Explorer




Once a panel is docked, you can close it or restore it as a floating panel through the **Panels** menu or using the context click menu on the panel's tab.

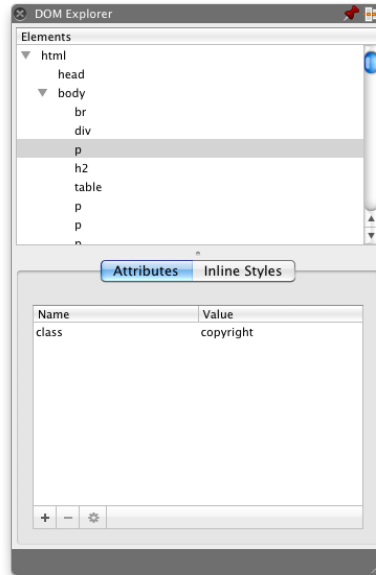
Warning: Panels are a bit different on Linux for technical reasons and the two aforementioned buttons are not present in the panel's titlebar. Please use the **Panels** menu instead.

11.4. The DOM Explorer

The DOM Explorer is a floating panel of BlueGriffon that allows you to browse the elemental structure of a document and manipulate attributes and inline styles of all elements.

Use the **Panels > DOM Explorer** menu entry or click on the corresponding button in the main toolbar . It will open the following panel:

The Stylesheets panel



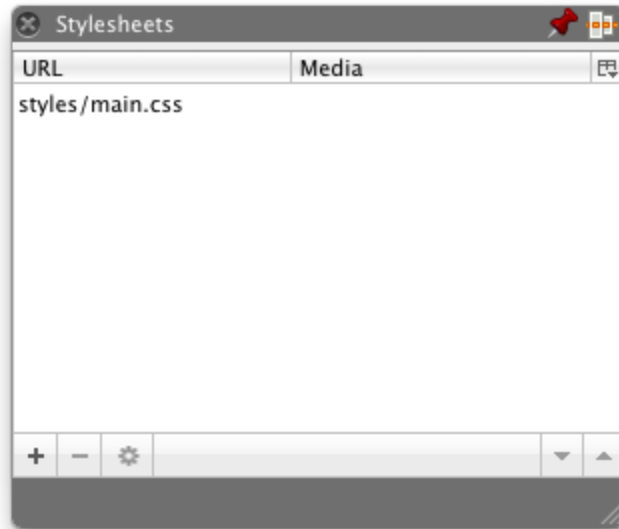
You can navigate in the document tree using the upper part of that dialog. If you change the selection or the caret's position in the main window of BlueGriffon, the tree in the DOM Explorer panel will be automatically updated and the correct element selected. Similarly, selection will be updated in the main window when you select an element in the DOM Explorer.

The two tabs in the lower part of the panel allow to set/remove/modify attributes on one hand and inline CSS styles on the other.

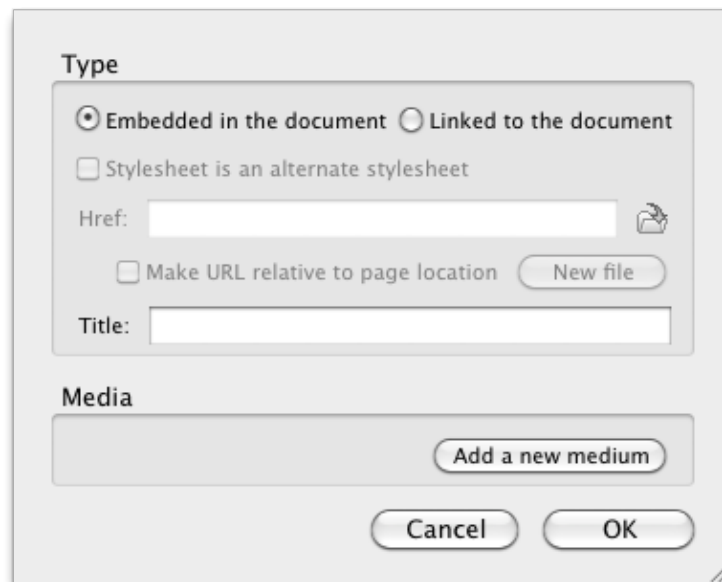
11.5. The Stylesheets panel

The stylesheets panel allows you to add CSS stylesheets, embedded or linked, to your document. Use the **Panels > Stylesheets** menu entry.

The Stylesheets panel



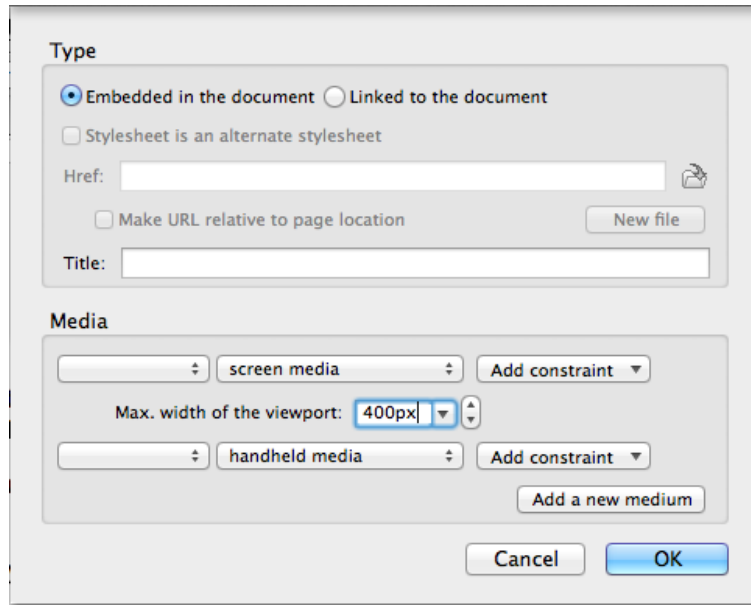
That panel allows you to add, delete, modify, move up or down in the list of stylesheets a stylesheet embedded in the document or attached to the document. Click on the **+** button to add a new stylesheet.



The default choice is a stylesheet embedded into the document. Click on **Linked to the document** to add an external stylesheet. In that case and your stylesheet does not exist yet, you can create a blank file using the **New file** button.

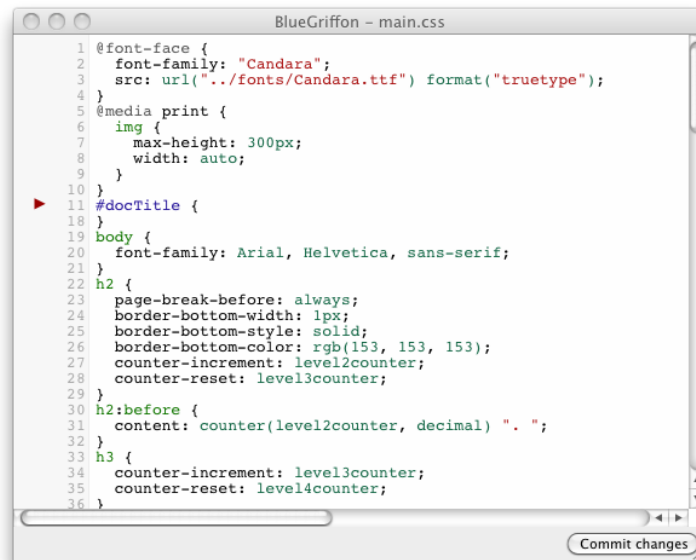
To restrict your stylesheet to specific media types, use the **Add a new medium** button. That will allow you to build media constraints based on [CSS Media Queries](#). Below, the user is about to add to the document a stylesheet valid for handheld devices and screens not wider than 400 pixels:

The Stylesheets panel



Using the wheel button in the first screenshot above, you can edit the properties of the selected stylesheet or directly edit its contents.

Note: editing directly the contents of a stylesheet is a feature restricted to embedded stylesheets and stylesheets linked from your computer (in other words, files reachable through a `file:///` URL)



That window has the following features:

- contents are highlighted with respect to CSS grammar

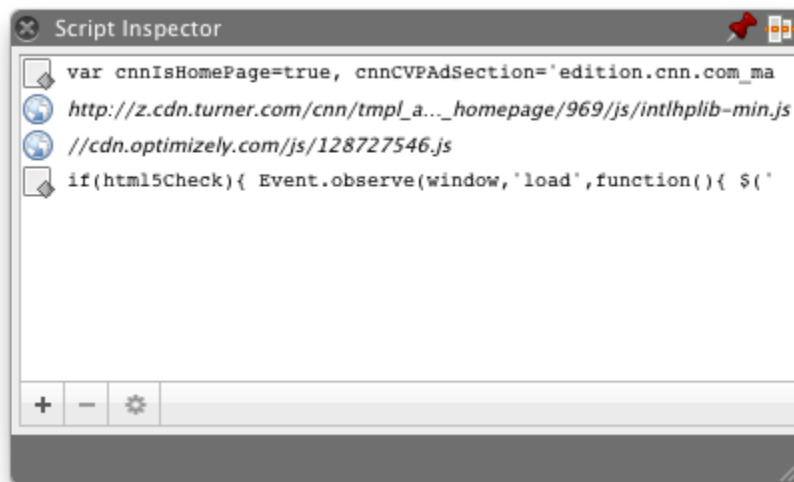
The Script Inspector panel

- you can click on a line to "fold" the corresponding CSS rule if that line contains an opening curly brace "{". In the screenshot above, the style rule having #docTitle as selector is folded.
- click a second time on it to unfold it
- hit Cmd-L (on Mac) or Ctrl-L (on Windows and Linux) to reach a given line number
- hit Cmd-F (on Mac) or Ctrl-F (on Windows and Linux) to find text
- **New in v1.7** hit Cmd-G (on Mac) or Ctrl-G (on Windows and Linux) to find next occurrence of the pattern
- hit the **Commit changes** button to save your changes
- hit the close button of the window in its titlebar to discard your changes

Of course, committed changes are immediately applied to your document.

11.6. The Script Inspector panel

The Script Inspector panel allows you to add scripts, embedded or linked, to your document. Use the **Panels > Script Inspector** menu entry.



The Script Inspector lists all scripts present in the document. A script listed in italic font is a remote resource that is not directly editable by BlueGriffon.

Click on the **+** button and select **Add embedded script** to add a new script fully container in your document. In that case, a JavaScript editor will immediately appear to let you edit your script. JavaScript syntax errors are visible in the gutter and you can fold lines starting a block.

The Style Properties panel



```
1  /*
2  *
3  * test case 1
4  *
5  */
6
7  const kPRODUCTS_ENUM = {
8  };
9
10
11 var gList = null;
12
13 function Startup()
14 {
15   gList = new Array();
16 }
```

Commit changes

In the view above, an object is folded starting at line 7 and there's a syntax error on line 15.

That window has the following features:


- contents are highlighted with respect to JavaScript grammar
- you can click on a line to "fold" the corresponding block if that line contains an opening curly brace "{".
- click a second time on it to unfold it
- hit Cmd-L (on Mac) or Ctrl-L (on Windows and Linux) to reach a given line number
- hit Cmd-F (on Mac) or Ctrl-F (on Windows and Linux) to find text
- **New in v1.7** hit Cmd-G (on Mac) or Ctrl-G (on Windows and Linux) to find next occurrence of the pattern
- hit the **Commit changes** button to save your changes
- hit the close button of the window in its titlebar to discard your changes

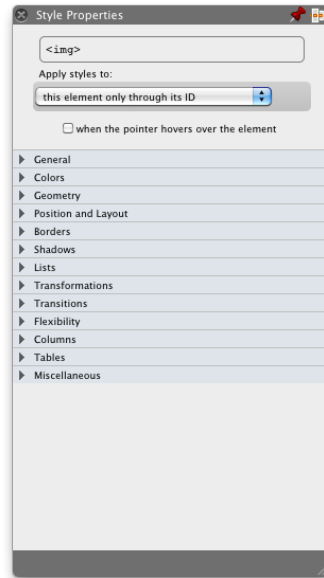
To link an external script to your document, click on the **+** button and select **Add external script** .

11.7. The Style Properties panel

The Style Properties panel allows you to manipulate the CSS styles attached to a given element or group of elements. It is a very powerful tool that hides almost entirely the complexity of CSS and its Cascade. Whatever are the styles you want to apply and wherever comes your document from, the Style Properties panel will always find a way to perform the requested action.

The Style Properties panel

To open the Style Properties panel, select **Panels > Style Properties** or click on the corresponding toolbar button .



The element currently edited is shown at the top of that panel, to let you make sure you apply styles to the correct element.

Four main options are available for your styles:

1. link your styles to the ID of the element. If the element has no ID, you'll be prompted for one when you assign styles to your element. In practice, this will create or edit a CSS rule based on a single ID selector. If you chose the [automatic CSS policy](#) and assigned no ID here before a style change, BlueGriffon will select a random ID for you.
2. link your styles to a class carried by the element. In that case, a dropdown allows you to select a class or even enter it if the element has no class yet or if you want to link the styles to a new class to be carried by the element. If you chose the [automatic CSS policy](#) and assigned no class here before a style change, BlueGriffon will select a random class for you.
3. link your styles to all elements of same element type.
4. store your styles into the `style` attribute carried by the element.

You can also, in the three first cases only, tell BlueGriffon your styles apply only when the mouse pointer hovers over the element.

Note: the Style Properties panel will modify all *local* (embedded or local to the filesystem) stylesheets linked to the document to apply styles. If no stylesheet is available, it will create a new embedded stylesheet. If no existing CSS rule matching your change request exists in the *local* stylesheets,

BlueGriffon will generate a new CSS rule in the last local stylesheet in document traversal order. If you want to have all your styles saved into an external stylesheet, make sure the last stylesheet available in your document is linked (and local to the filesystem) and not embedded.

Thirteen different stylistic sections are available in the panel. Here are the corresponding CSS properties:

| | |
|---------------------|--|
| General | font-family, font-size, line-height, font-weight, font-style, text-decoration, text-transform, font-variant, text-align, vertical-align, direction, letter-spacing, word-spacing, word-wrap, text-indent |
| Colors | color, background-color, background-image, background-repeat, background-attachment, background-position, background-size, background-clip, background-origin |
| Geometry | width, min-width, max-width, height, min-height, max-height, margins, paddings |
| Position and Layout | display, visibility, float, clear, overflow, text-overflow, position, z-index, left, right, top bottom |
| Borders | border-width, border-size, border-style for all four edges, border-image |
| Shadows | box-shadow, text-shadow |
| Lists | list-style-type, list-style-position, list-style-image |
| Transformations | transform-origin, perspective-origin, transform-style, backface-visibility, transform, perspective |
| Transitions | transition-property, transition-delay, transition-duration, transition-timing-function |
| Flexibility | box-align, box-direction, box-flex, box-ordinal-group, box-pack |
| Columns | column-count, column-width, column-gap, column-rule-color, column-rule-style, column-rule-width |
| Tables | table-layout, border-spacing, caption-side, empty-cells, border-collapse |
| Miscellaneous | cursor, unicode-bidi, orphans, widows, page-break-before, page-break-inside, page-break-after |

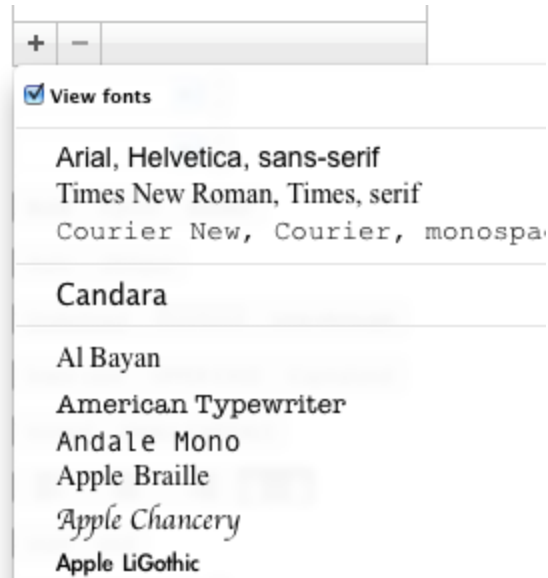
You can close all sections but one or close all sections context-clicking on the header of that section.

We are going to detail all CSS styles available here, this manual not being a CSS tutorial, but you'll find below explanations for the most complex ones.

11.7.1. General > Font Family

When you add a font to the list of possible fonts for the element, you can check a special checkbox to preview all fonts. This can take time the first time you use it.

General > Images

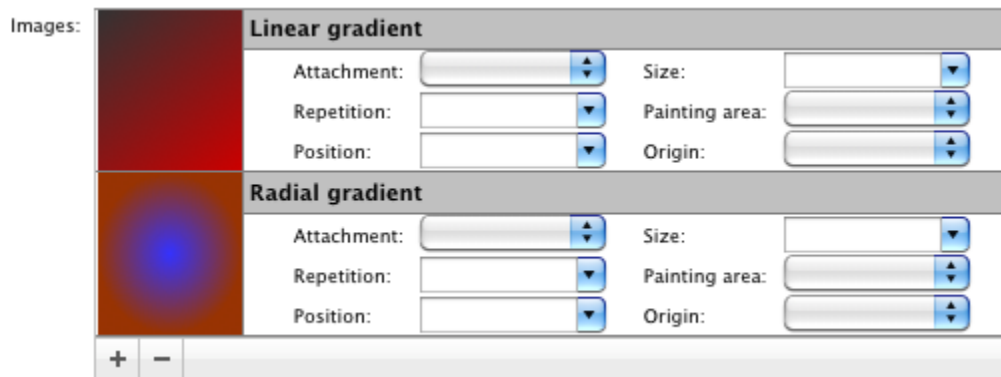


11.7.2. General > Images

That item allows you to assign one or multiple (stacked) image and gradient background(s) to an element.

Click on the **+** button and select the type of background you want to add: linear gradient, radial gradient, image.

Once a gradient or image background is added, you can change how it is attached, repeated, positioned in the element's boxes, sized and placed:

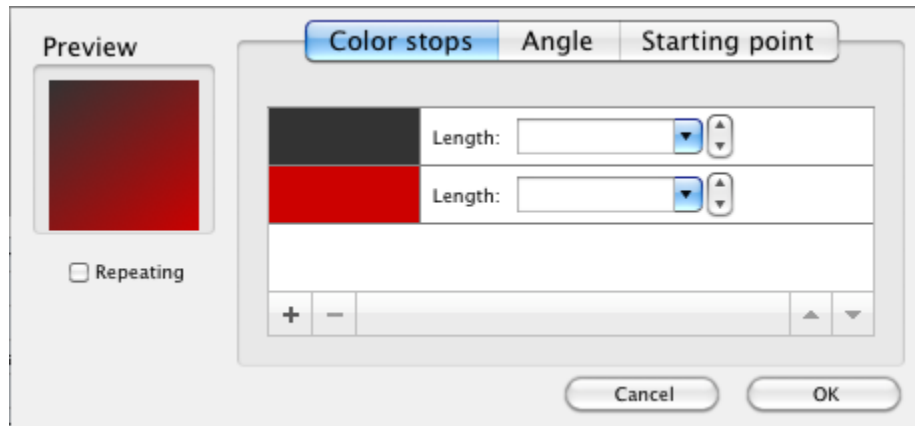


To remove a background, click in the white area or its title and use the **-** button. To edit an existing background, just click on its preview.

Gradients

Warning: Starting with BlueGriffon 1.6, the application recognizes and outputs [the last proposed gradient syntax](#) that differs from what previous versions of BlueGriffon implemented.

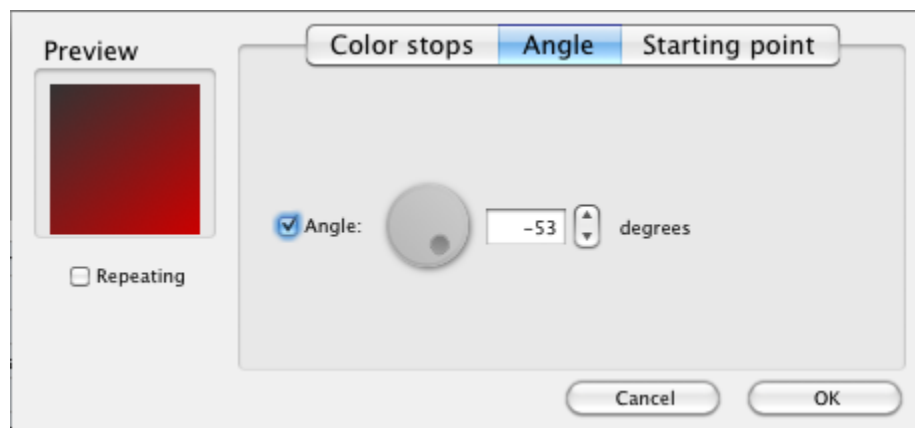
When you add a gradient, the first thing you have to do is to define at least two color stops for that gradient.



You can add and remove color stops using the and buttons. To select a color stop, click in its right area (the one containing the length definition). To edit the color of a color stop, click on the color itself to open a colorpicker.

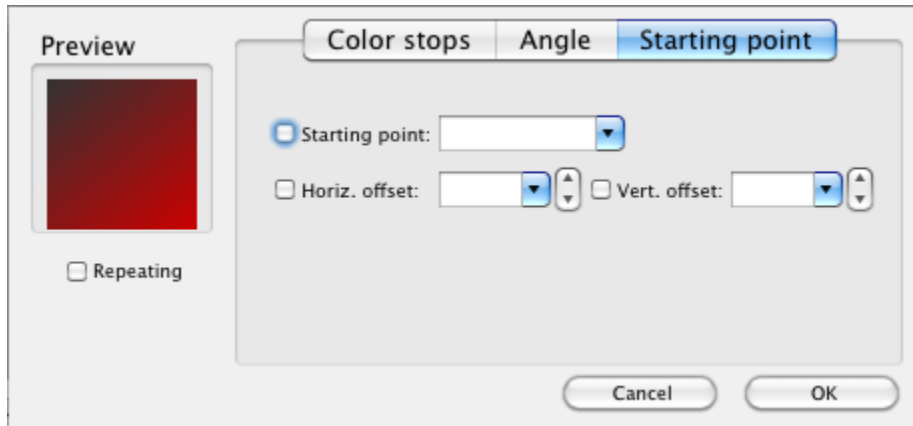
To make a repeating gradient, use the checkbox on the left hand side of the dialog.

The angle tab lets you edit the angle of gradient:

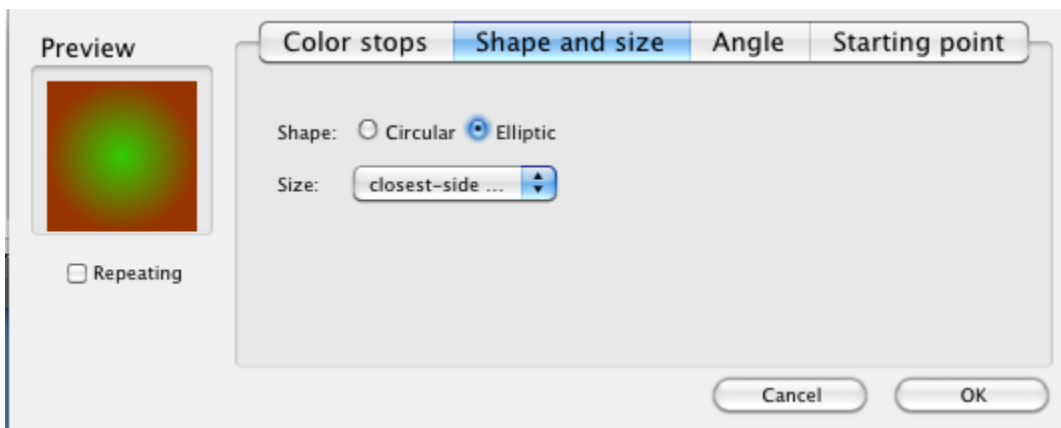


Just turn the knob using your mouse or set directly the value in the textbox. You can also use the spinbuttons. Unchecking the checkbox will make your gradient use the CSS default value for the angle.

The Starting Point tab allows you to specify the starting point of your angle, using a precise position or keywords like top/bottom/left/right/center and offsets:



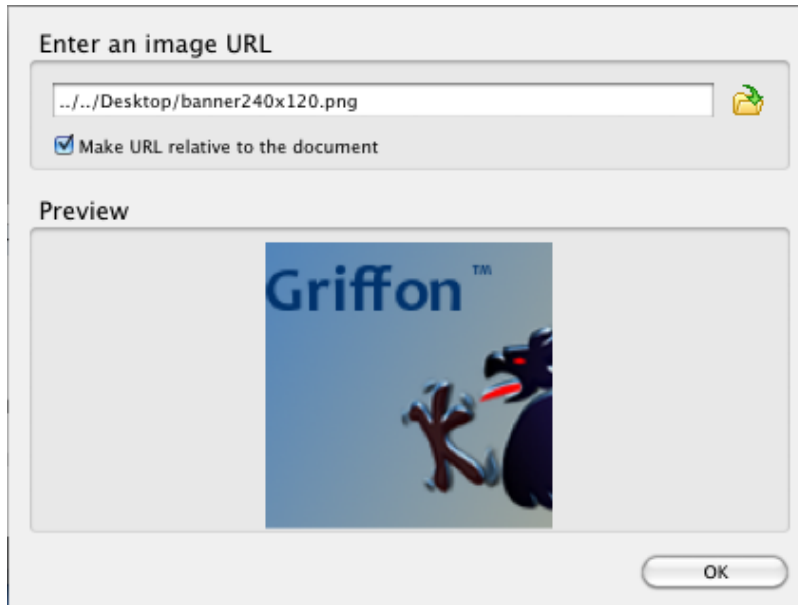
Radial gradients also let you define the shape and size of the gradient:



Images

When an image background is added, the follow dialog appears:

Geometry



It allows you to type a URL or select a local file, make the URL relative to the document (if it's already saved) and preview the image. Click on OK when your choice is made.

11.7.3. Geometry

By default, padding and margin settings apply to the four edges. A checkbox (one for margins and one for paddings) allows to specify different values for all four edges.

11.7.4. Borders > Sliced Image

That feature is complex and very powerful. It allows to slice an image into 9 different parts and use them to form the border of an element. After the selection of the image you want to use, the Style Properties panel will show for instance the following UI:

Transformations



Grab the red lines and move them according to your wishes, or use the text fields below the image to slice it.

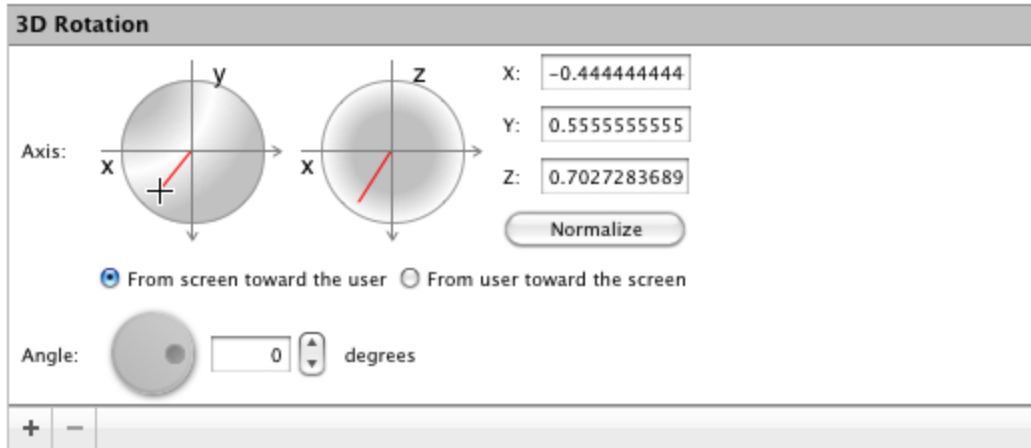
A correct slicing of the image above applied as a border on a paragraph could for instance give the following result:



11.7.5. Transformations

CSS3 2D and 3D Transformations are the new cool kid on the Web block. They allow unprecedented special effects on the Web and will become without any doubt one of the major features of CSS. This manual not being a CSS Tutorial, we recommend you read such a tutorial on CSS3 2D and 3D Transforms before manipulating the corresponding BlueGriffon UI. If you already have a good knowledge of CSS3 Transforms, you won't be surprised at all by what you can find here. Only one kind of transformation, 3D Rotations, require UI explanations:

Transitions



To specify the axis of rotation, make your mouse pointer hover over the X/Y circle; the corresponding position in the X/Z plan will be automatically computed from normalized coordinates. By default, the Z value is positive, meaning the axis goes from the screen toward the user. A checkbox allows to invert that and use negative values for Z, from the user toward the screen.

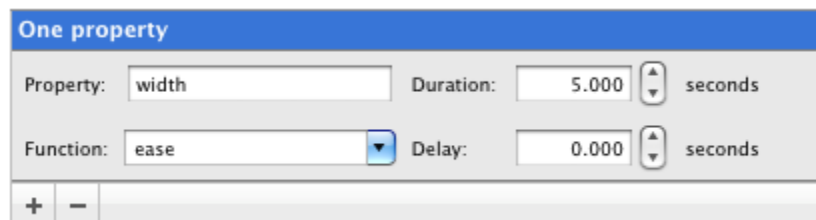
You can also use the three text fields and optionally normalize the vector.

Use the knob or the corresponding text field to specify the rotation angle.

11.7.6. Transitions

The Style Properties panel offers full UI for CSS 3 Transitions, including for their timing functions.

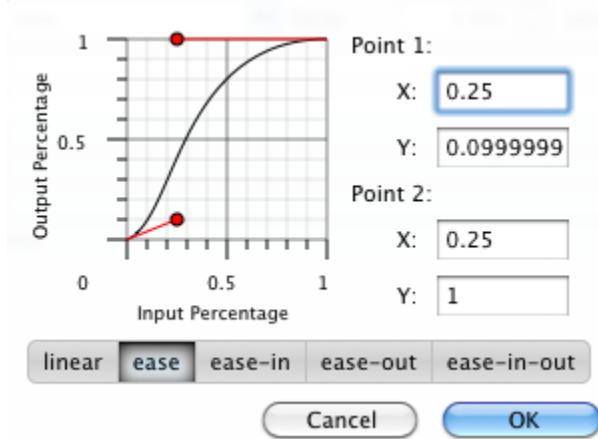
To specify a transition, click on the **+** button. You can specify you want one property or all properties to transition. You can also specify you want no property to transition to override different settings coming from other style rules. Let's suppose below you want one CSS property to transition:



You can specify in that dialog the name of property, the length (in seconds) of the transition, the initial delay (in seconds) before it starts and finally the timing function. You can type your timing-function in the corresponding text field if you're


SVG

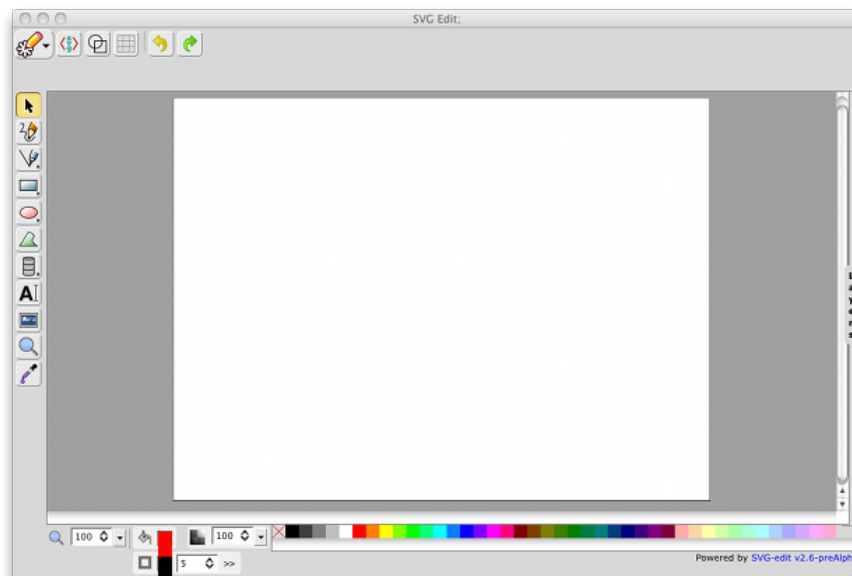
an advanced CSS author, or you can click on the dropdown arrow to open the following subdialog:



You can select a pre-defined timing function, edit directly the two points coordinates in their respective text fields or better, grab the two red dots and move them to define your timing function using your mouse ! Once it's done, just click the button.

11.8. SVG

BlueGriffon embeds (with permission) the popular SVG editor SVG Edit. To insert SVG graphics inside your document at the caret's position, just click on the corresponding toolbar button . This will open the following window:



Adding WebFonts to your document

Once your edits are done, click on the leftmost at the top of the window and select **Insert Image in BlueGriffon**. Your SVG image will appear as is in the main Wysiwyg view of BlueGriffon. To edit such an image, just double-click on it.

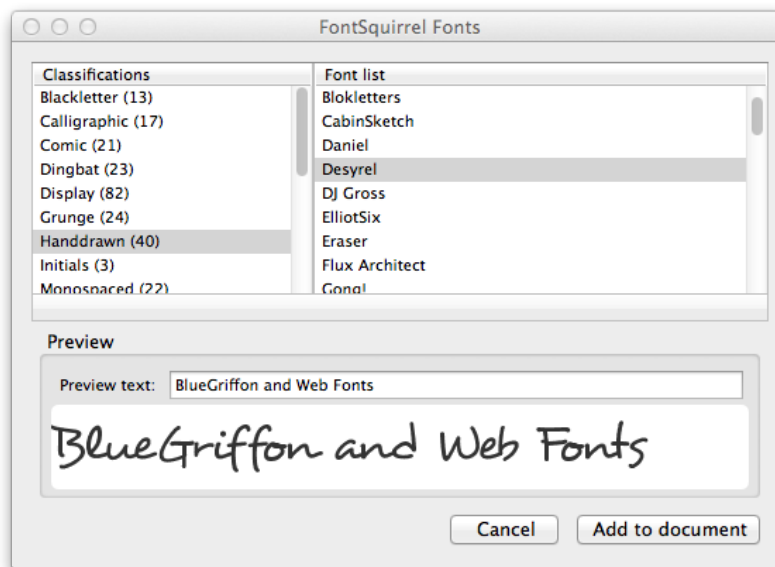
Note: if your document is an HTML4 document, i.e. if your markup language does not stand namespaces, BlueGriffon will automatically insert for you in the document a chunk of JavaScript enabling SVG inside HTML4. Your image will remain invisible without.

11.9. Adding WebFonts to your document

WebFonts only took off in 2009 but they are an old technology... WebFonts are cool. WebFonts allow better and nicer web sites. WebFonts are cool but free fonts are hard to find. So BlueGriffon has UI to add fonts from the Google Font Directory and the FontSquirrel repository to a document without having to deal with a single line of code. If you want to enhance the browsing experience of your Web site, you'll love WebFonts.

11.9.1. FontSquirrel

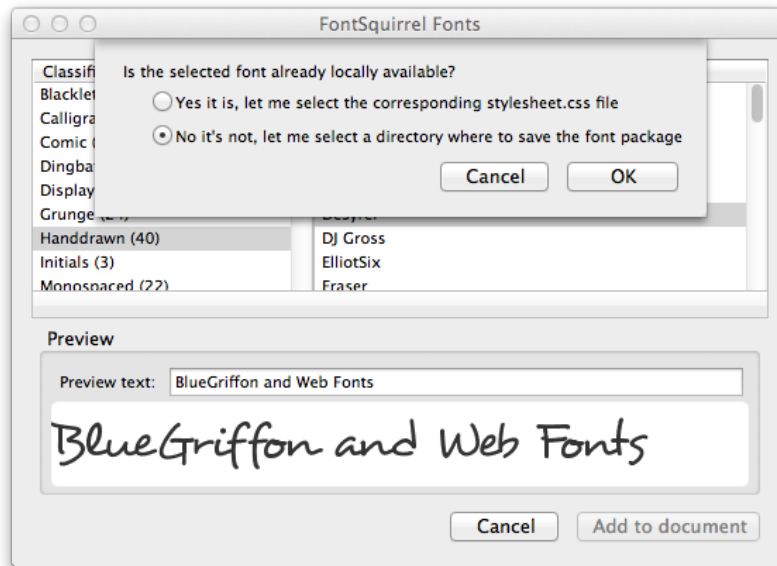
Select **Insert > Web Fonts > FontSquirrel** to open the FontSquirrel fonts manager (the document must have been saved at least once in the past; if that's not the case, save it, close it and reopen it):



Select a font family, and a font in that family. You can type some text to see a preview of that text in that font. Click on the **Add to document** button to make the font available through the Font dropdown in the Format toolbar and the Style Properties panel.

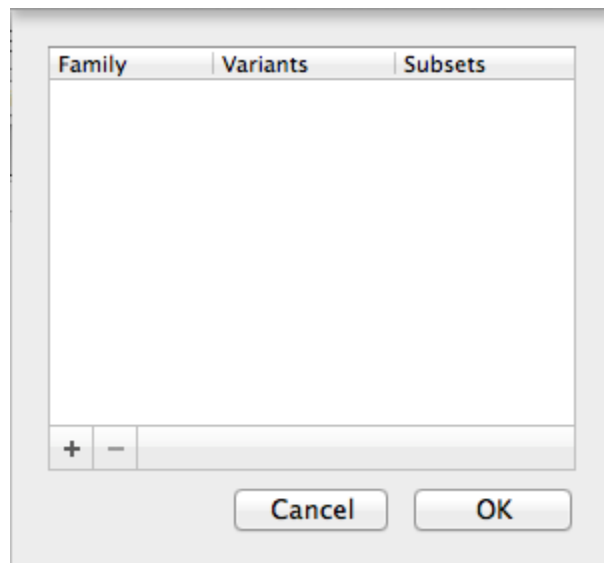
Google Font Directory

When you click on the **OK** button, BlueGriffon offers to either select the font from the filesystem if you already installed it in the past or save the locally the package downloaded from FontSquirrel:



11.9.2. Google Font Directory

BlueGriffon also offers direct access to the fonts in the Google Font Directory (GFD). Select the **Insert > Web Fonts > Google Font Directory** menu entry.



This dialog will list all the fonts from GFD already installed in your document and offers to add to or remove from that list. Click on the **+** button to add a new font.

Google Font Directory

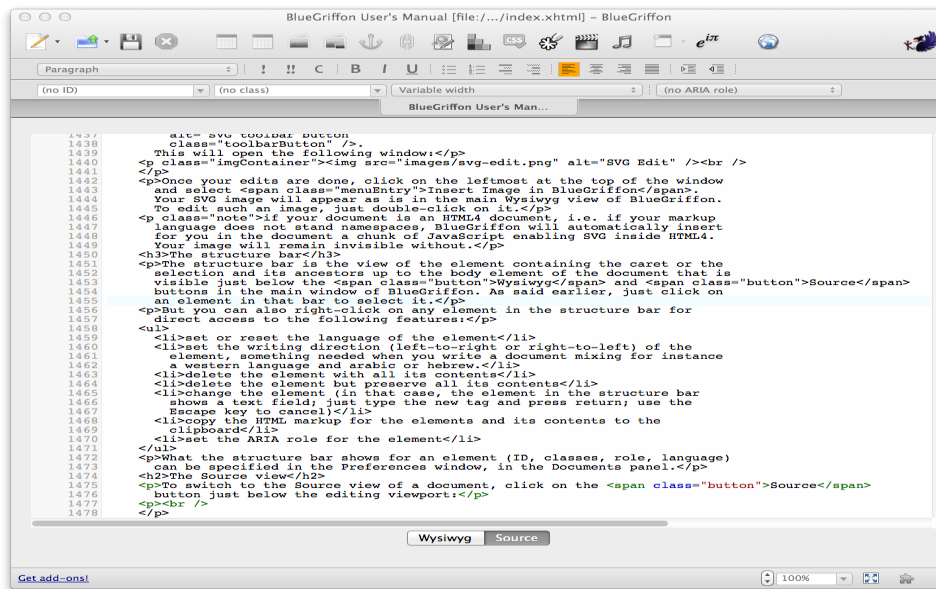
The image shows a dialog box titled "Google Font Directory" with the following sections:

- Font family:** A dropdown menu showing "Cardo".
- Preview:** A large text area displaying the word "Cardo" in the selected font.
- Subset:** A row of four checkboxes: Latin, Cyrillic, Greek, and Khmer.
- Variants:** A row of four checkboxes: Regular, Italic, Bold, and Bold-italic.
- Buttons:** "Cancel" and "OK" buttons at the bottom right.

Select a font, select the font variants you want to include and hit the **OK** button. Your font is now visible in the Font dropdown in the Format toolbar and the Style Properties panel.

12. The Source view

To switch to the Source view of a document, click on the **Source** button just below the editing viewport, use the **View > Toggle view** menu entry or use the corresponding shortcut (F8 function key).



The current line is highlighted in light blue. The position of the caret will match (as far as it is possible) the position of the caret in the Wysiwyg view.

That window has the following features:

- contents are highlighted with respect to HTML, CSS and JavaScript grammar
- you can click on a line to "fold" an html element spanning over multiple lines.
- click a second time on it to unfold it
- hit Cmd-L (on Mac) or Ctrl-L (on Windows and Linux) to reach a given line number
- hit Cmd-F (on Mac) or Ctrl-F (on Windows and Linux) to find text

The Source View will also mark in red in the line numbers' gutter the syntax error it detects.

Remember you can select the default theme of the Source View in the Preferences? You can also set the theme of the current Source View only using

The Source view

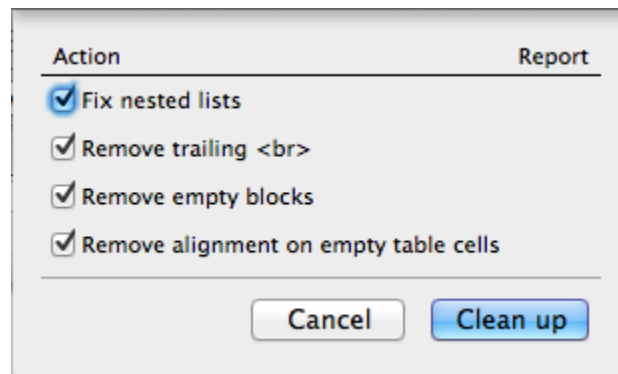
the **View > Source View > Theme** menu. Your choice will be applied only to the current Source view and has no effect on your default choice.

Each document tab in BlueGriffon has its own Source view, a big difference with BlueGriffon's ancestors Mozilla Composer and Nvu.

13. Miscellaneous

13.1. Markup Cleaner

We have an extra tool in BlueGriffon here to let you clean up the markup BlueGriffon generates. Select **Tools > Markup Cleaner** to launch it.



It can perform four different actions on the whole document:

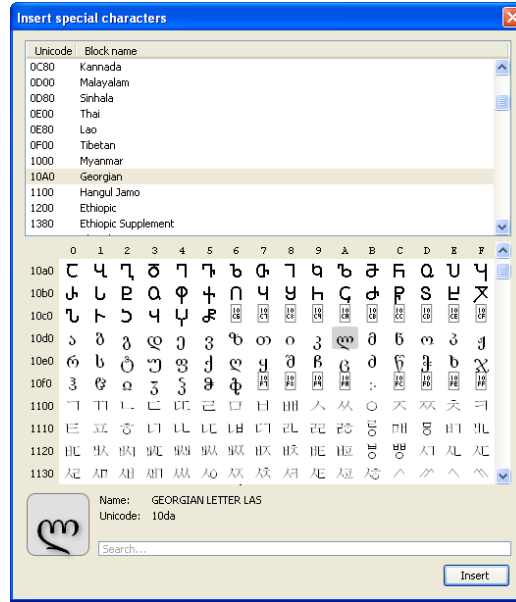
1. fix nested lists (see the warning in [Ordered and Unordered Lists section](#)).
2. remove useless
 elements at the end of blocks or table cells.
3. delete empty blocks from the document.
4. remove useless alignment settings on empty table cells.

Check or uncheck the checkboxes depending on your wishes. Clicking on Clean up will launch the cleanup process. In front of each choice will show the corresponding number of changes after completion of the cleanup process.

13.2. Special Characters

If Mac OS X has a wonderful system-wide application for Special Characters (reachable through cmd-alt-T), Windows and Linux don't have one. Well, some Windows do but `charmap.exe` is not always available. So we added such a dialog for Windows and Linux users, and you can reach it using the **Edit > Special Characters** menu entry:

Spell checking



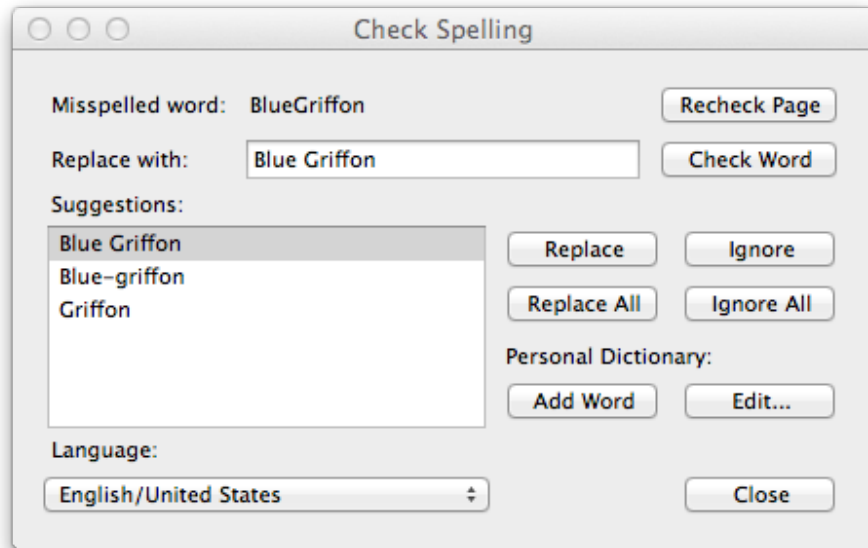
13.3. Spell checking

If you enabled the spellchecker in the Preferences window and have a dictionary for the language you're currently editing, all errors detected by the spellchecker will appear underlined in red. You can see the spellchecker's suggestions by a right-click on the misspelled word and using the **Spellcheck** menu entry.

To change the active dictionary, use the context menu again and the **Dictionary** menu entry. Free dictionaries for BlueGriffon are [available from our web site](#).

To run the spellchecker against the whole document in one single operation, use the **Edit > Spellcheck** menu entry:

Community



13.4. Community

You will find under the Help menu direct links to the BlueGriffon community:

- follow our announcements on Twitter under @BlueGriffonApp
- you can reach our Google Group for chat under **Tools > User's Community** or directly through this [link](#).
- to submit bugs or request for enhancements, please use **Tools > Bugs and Suggestions** or go to our Bugzilla directly through [this link](#).

14. Changes from version 1.6.2

- bustage in Image Insertion dialog
- minor fixes in stylesheet and script code editors
- Find was horked in wysiwyg view
- disable and re-enable spellchecking when switching back to wysiwyg: n=490
- search in stylesheet editor horked; b=520
- fix for endless replaceAll; b=523
- Title bar not updated when last tab is closed; b=531
- find next shortcut: b=549
- can't use nobr: b=546
- cannot underline a standalone a text node; b=551
- move to new build system and new langpack organization
- links from clipboard in insertLinks; b=547
- better detection of xhtml5
- adhere better to flexbox spec
- insertion dialogs can now be called from source view
- inline encapsulation button