Using the Moodle Text Editor Tools

**Rationale:** The editing toolbar in Moodle provides you with a Word-like tool set to build your course components entirely within the Moodle environment.

**Top Row:**

- **Show more buttons:** Click to expand to see more tools

- **Bold, Italic, Strike-through**
- **Alignment - Left, Center, Right**
- **Bullet lists - Unordered list, Ordered list**
- **Outdent, Indent**
- **Link Tools: Link, Unlink, Prevent Auto-link**
- **Insert or Attach: Image, Media, Files**
- **Horizontal rule, Clear Formatting, Toggle Full Screen Mode**

**Second Row:**
Accessibility checker, Sreenreader helper

Paragraph styles, Subscript, Superscript, Underline (best to avoid as this signifies a hyperlink)

undo, redo

font color, background color

Equation editor, Insert special character, Insert Table

HTML

More Information:
https://docs.moodle.org/28/en/Text_editor