

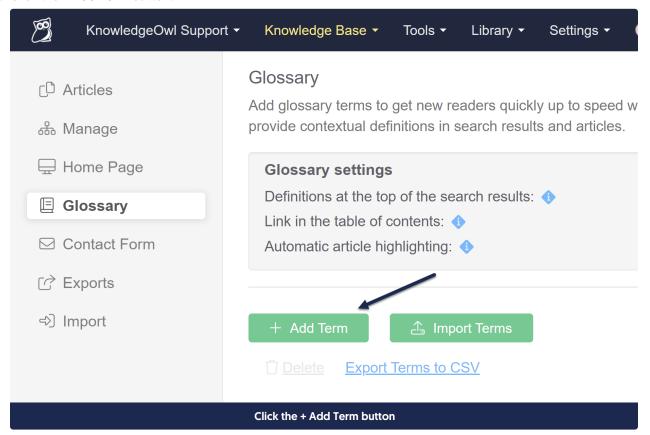
Add a new glossary term

Last Modified on 12/12/2023 10:43 am EST

You can add glossary terms and definitions individually or in bulk.

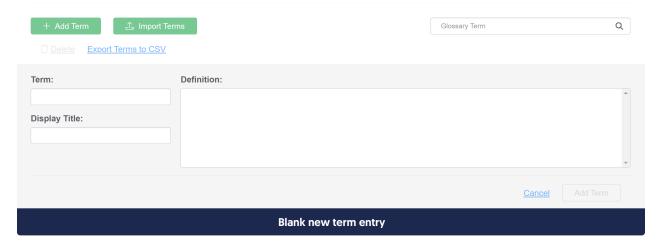
To add a single glossary term:

- 1. Go to Knowledge Base > Glossary.
- 2. Click the + Add Term button.



- 3. This will expand an area where you can add the details for your glossary term.
- 4. The **term** is the word that you want to appear in the glossary or your documentation (if you're using highlighting).
- 5. The definition is the definition you'd like displayed with that term. The definition can contain basic HTML, including hyperlinks and text formatting. See Glossary formatting for more information.
- 6. Optional: The display title will display on the Glossary page instead of the term--it can be a great way to

incorporate an acronym or alternate term without impacting highlighting. See When should I use display titles? if you're unsure whether you need or want a display title.



7. Once you've added your term and definition, click the Add Term button.



8. Your term will now appear in the glossary.