

Article editor settings

Last Modified on 12/14/2024 2:57 pm EST

KB settings > Article editor controls some of the default behavior for the article and category editors:

- 1. Content editor: Use these settings to control some default behavior for all authors in your account.
 - **Turn spellcheck on by default**: For Legacy Editor users only: This setting controls whether to use the Legacy Editor's built-in spellcheck functionality. (Modern Editor automatically uses the browser's spellcheck.) Refer to SCAYT Spell Check for more information.
 - Automatically prompt to create a redirect link when changing the content's current permalink: With this setting turned on, any time you try to save an article after editing the permalink, the editor asks if you want to save the previous permalink as an Old Link--automatically. (We love this feature!) Refer to Automatically redirect when you update an article's URL for more information. This box is checked by default for all knowledge bases created after July 2023.
- Default article callout expiration: When the New and Updated callouts are used, an expiration date is
 automatically added. Authors can manually overwrite this default. This setting determines the default length
 for that expiration date. Use the two dropdown controls to set your desired duration, from 1 day all the way
 up to 12 months.
- 3. Article review:
 - Automatically set articles to "Needs Review" if older than the below date: This setting will automatically change articles' publishing status from Published to Needs Review if they haven't been modified for the selected time interval.
 - Articles in Needs Review status appear just like Published articles to your readers, but received a different status callout in the Articles display in-app and can be viewed in their own filter in Manage Articles.
 - KnowledgeOwl runs a scheduled job each night to set these, so you'll see statuses update as a result of this roughly once a day.
 - Use the two dropdown controls to set the time period you'd like to use, anywhere from 1 day to 12 years.
- 4. If you make any changes to this page, be sure you Save them!