Add the acknowledgements section to your article template

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The acknowledgements section displays a checkbox and a statement to certify that your reader has read and acknowledged reading a Required Reading article.

When an article hasn't yet been read or acknowledged, it displays a checkbox and the text "This article is required reading. Please click to confirm that you have read and understood it.":

Once a reader has checked the box to acknowledge they've read the article, we replace the checkbox with a graphic and update the text to read "Thank you for reading the article and confirming that you completed it."

Add or change placement of the acknowledgement section

For all knowledge bases created after 5 October 2023, we automatically place this statement between the article body and the footer section. For older knowledge bases, follow the instructions below to add the statement to your knowledge base. You can also move the placement if you'd like it in the article footer, for example.

Recommended placement
We recommend including this section at the bottom of the article body or in the article footer, to encourage people to actually read and scroll the entire page. **Don't put this section in your right column!**

To add the acknowledgements section to your article template or change where it goes:

1. Go to **Customize > Style (HTML & CSS)**.
2. In the **Customize HTML, CSS, and JS** section, select **Custom HTML**.
3. Select **Article** from the **Select HTML section to edit** dropdown.
4. Copy the merge code below. (You can also find the merge code by clicking the **-- Select a Merge Code --** dropdown, go to the Article Merge Codes section, and select Required Reading Acknowledgement.)

```
[article("required_reading_acknowledgement")]
```

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5. Paste the merge code into the article template wherever you'd like the acknowledgement section to appear. Refer to Placement options below for more detailed instructions on different layouts.

6. Be sure to **Save** your changes.

Placement options

Here are some of the most popular placements and how to achieve them. The main difference between these two is the location of the largest white space.

Below the article body and above the article footer (default)

You can display the acknowledgement section after the article body and above the article footer. This places the largest white space between the acknowledgement section and the Related Articles header in the footer. This is the default placement we use for new knowledge bases:

For this placement, add the acknowledgement merge code on a new line after the `[article("body")]` merge code, as shown in this code sample, row 12:

```
<div class="hg-article-body">
   [article("body")]
   [article("required_reading_acknowledgement")]
</div>
```

At the top of the article footer

You can display the acknowledgement section at the top of the article footer, directly above the Related Articles. This puts the largest white space between the body of the article and the acknowledgement section:

For this placement, add the acknowledgement merge code on a new line after `<div class="hg-article-footer clear-both">`, as shown in this code sample, row 14:

```
<div class="hg-article-body">
   [article("body")]
</div>
<div class="hg-article-footer clear-both">
[article("required_reading_acknowledgement")]
   <div class="ko-related-articles text-center">
      <h3>[translation("article:related-articles-heading")]</h3>
```

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