



Add a Required Reading article list to your homepage

Last Modified on 10/05/2023 5:03 pm EDT

Want to display some of the required articles directly on your homepage? You can do that, too.

We've created an [article list](#) merge code specifically for this purpose!



The Required Reading feature and list only work with individual reader accounts. Knowledge bases with default access set to public, shared passwords, or shared IP addresses cannot use this feature.

How does it work?

To set up, you'll add the merge code for the list where you'd like the information to be displayed. KnowledgeOwl will display up to 10 of the most recently required articles in the list, and the See more link at the bottom will navigate readers directly to [the Required Reading page](#) to view a full list and see which articles they need to acknowledge.

Required Reading

New Article within custom content cat

Talk to a current customer

Orientation

Updated Check our YouTube channel

New Schedule a demo

[See more...](#)

[Sample Required Articles list](#)




If your knowledge base allows a mixture of public and private content, the Required Reading Article List will show as empty/blank for anyone who hasn't logged in.

Setup

By default, the 5 most recently required articles will be displayed. You can change this to display between 1-10:

1. Go to **Settings > Basic**.
2. Scroll to the **Article List Settings** section.
3. Click on the dropdown next to **Required Reading Articles** and select the number of articles you'd like the list to display (1-10).

Article List Settings

 Select the maximum number of articles to display in each list.

Recent Articles	<input type="text" value="5"/>	▼
New Articles	<input type="text" value="5"/>	▼
Updated Articles	<input type="text" value="5"/>	▼
Popular Articles	<input type="text" value="5"/>	▼
Favorite Articles	<input type="text" value="10"/>	▼
Required Reading Articles	<input type="text" value="5"/>	▼

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



We do not add this list to any section of your knowledge base by default.

If you'd like to add it, you'll add two merge codes into either **Knowledge Base > Home Page** or into the **Settings > Style, Custom HTML** of the relevant layouts:

- `[translation("required-reading:required-reading-list-heading")]` : this merge code grabs the Required Reading list heading in **Tools > Customize Text > Customize Text**, making it so no one has to edit the code in the future to update the title
- `[template("required-articles")]` : this merge code generates the required articles list

Different setups are discussed further below.

Add the Required Articles List to your home page (Settings > Style)

Newer knowledge bases have their entire home page set in **Settings > Style**. If your knowledge base uses this layout, you can follow these instructions to add the Required Articles List there. (If your knowledge base doesn't show any article lists in **Settings > Style > Custom HTML > Home Page**, skip these and follow the next set of instructions!)

1. Go to **Settings > Style**.
2. Below the Preview pane, be sure **Custom HTML** is selected.
3. Select **Home Page** from the Custom HTML dropdown.
4. Near the bottom of the code editor, find the div with class="homepage-widgets row".
5. Copy one of the other article lists and paste that code in again.
6. Replace the title merge code with: `[translation("required-reading:required-reading-list-heading")]`
7. Replace the list merge code with: `[template("required-articles")]`
8. Your code should now look something like this:

Custom CSS
Custom HTML
Custom <head>

Custom HTML **Home Page** ▾
[Preview Changes](#)

```

<div class="homepage-widgets row">
  <div class="col-md-4 col-sm-6"><h3>[translation("article-lists:popular-articles")]</h3>
[template("pop-articles")]</div>
  <div class="col-md-4 col-sm-6"><h3>[translation("article-lists:new-articles")]</h3>[template("new-
articles")]</div>
  <div class="col-md-4 col-sm-6"><h3>[translation("article-lists:updated-articles")]</h3>
[template("up-articles")]</div>
  <div class="col-md-4 col-sm-6"><h3>[translation("required-reading:required-reading-list-heading")]
</h3>[template("required-articles")]</div>
  </div>
</div>
</div>

```

9. You can **Preview** your changes to be sure they look right.
10. Be sure to **Save** your changes once you're done!

Add the Required Articles List to your home page (Knowledge Base > Home Page)

If you're using our older home page:

1. Go to **Knowledge Base > Home Page**.
2. Copy one of the other home page lists and paste it in again.
3. Replace the title with this merge code: `[translation("required-reading:required-reading-list-heading")]`
4. Replace the merge code with: `[template("required-articles")]`

5. Save.

Your home page might now look like this:

Home Page Body

Switch Editor: [Le](#)

The screenshot shows a rich text editor interface. At the top, there is a toolbar with various icons for text formatting, alignment, and editing. Below the toolbar, the main content area contains several blocks of text and code snippets. The first block is a code snippet: `[template("icon-cats,max=8,col=4,desc=1")]`. Below this, there are four columns of content. The first column has the heading "Popular Articles" followed by the code `[template("pop-articles")]`. The second column has the heading "Updated Articles" followed by the code `[template("up-articles")]`. The third column has the heading "New Articles" followed by the code `[template("new-articles")]`. The fourth column has a heading generated by a translation function: `[translation("required-reading:required-reading-list-heading")]`, followed by the code `[template("required-articles")]`.

Sample Knowledge Base > Home Page layout with Required Articles list added