



# Style guide feature overview

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Writing consistent, clear documentation takes effort, especially when multiple authors contribute to your knowledge base. Different writing styles, terminology choices, and formatting preferences can make your content feel disjointed and unprofessional.

Our Style guide feature solves this by making it easy to maintain professional, consistent documentation as both your knowledge base and team expand. With a straightforward rich-text editor, you can create and customize a style guide tailored to your organization's voice, terminology, and formatting standards. Then, use AI to check articles against your style guide to ensure consistency across all your documentation.

## What you can do

Our Style guide feature lets you:

- Create a customized style guide using a rich-text (WYSIWYG) editor (up to 5,000 characters)
- Start from a style guide template or build your own style guide from scratch
- Reference established style guides (like [Google's Material Design Style guide](#) or the [Microsoft Writing Style Guide](#)) and document only your exceptions
- Use AI to automatically review article content against your style guide
- Review AI-generated suggestions for style guide compliance
- Apply style guide standards when [generating new articles with AI](#)

## How it works

### How to create a style guide

Go to **KB settings > Style guide** and select **Create style guide**. Write your guidelines using the rich-text editor, or select **Start from a sample** to begin with a template. You can write comprehensive guidelines from scratch, reference existing style guides and note exceptions, or customize the sample template.



#### Getting started

If you're not sure where to start with your style guide, check out our [Style guide starters](#) article for style guide templates and tips on adapting established style guides.

### How to check articles with AI

1. **Review articles:** When editing an article, select **Review style guide** in the editor toolbar to open the **Style**

**guide review panel.** This panel displays your style guide, offers you the option to **Check article with AI**, and displays how many Owl Intelligence credits you have remaining for the current month.

2. **Check with AI:** Select **Check article with AI** to have Owl Intelligence analyze your article's content and provide specific suggestions for how the article can better align with your style guide.
3. **Review and apply:** Owl Intelligence lists specific changes needed to conform with your style guide. Review the suggestions and manually apply the changes you want in the article editor.

## How to generate compliant content

When [using AI to generate new articles](#), check the **Apply style guide** checkbox to ensure the generated content follows your style guide from the start.

## Access controls

If you want authors to be able to use AI to check article content against your style guide, you must select the **Allow authors to use AI to check article content against your style guide** checkbox in **Account > Owl Intelligence**.

You can also create [custom author roles](#) to granularly control which Owl Intelligence features individual authors can use. Here are the style guide permissions that can be toggled on or off in a custom author role:

- Check article content against the style guide using AI
  - Update style guide settings
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