Expand or collapse article details in the editor

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When you're in the article editor, we automatically display several fields at the top of the editor. You can choose to display additional fields (refer to Set which fields to automatically display at the top of the editor for more information). But sometimes, you may want to quickly collapse that top section to help focus on the content in the editor and then expand it at a later time. Don't worry, there's a control for that!

This page explains how to collapse and expand the details at the top of the article editor. These settings are tied to your author account and won't impact the details other authors see.

Collapse article editor details

To collapse most of the article editor details fields:

1. Open an article for editing.
2. Select the **Collapse details** link near the **Last saved** statement:



3. All fields below the **Last saved** statement collapse:

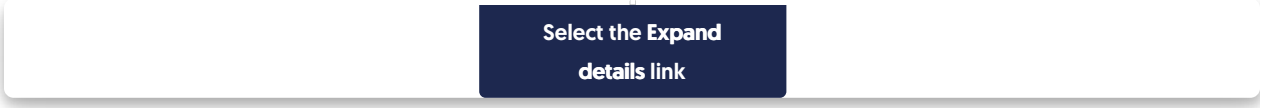


The editor remembers your selection, so if you open another article after you collapse details, that article editor will open with the details collapsed automatically. These settings are tied to your author account and won't impact the details other authors see.

Expand article editor details

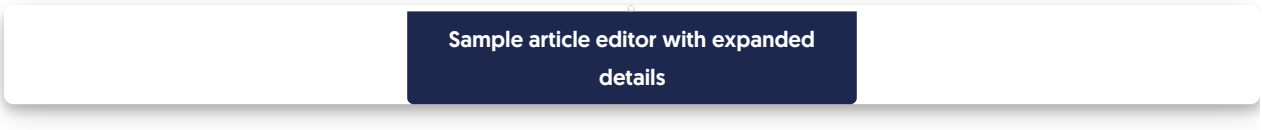
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3. All fields below the **Last saved** statement expand:



The editor remembers your selection, so if you open another article after you expand details, that article editor will open with the details expanded automatically. These settings are tied to your author account and won't impact the details other authors see.

Still need more room?
Check out the tips in View article editor with fewer distractions to expand the space available to the editor itself.

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