

# Site du Stéréo Club Français

## Editeur de texte JCE

### Aide en ligne

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## Résumé d'auteur :

Aide en ligne de JCE, l'Editeur de texte wisiwig de joomla ! Les liens hypertexte permettent d'accéder en ligne aux documents Internet correspondants. A partir de cette version, un document compacté peut être envisagé, après vérification

**Version 1 du 04/12/2018 – 6/12/2018**

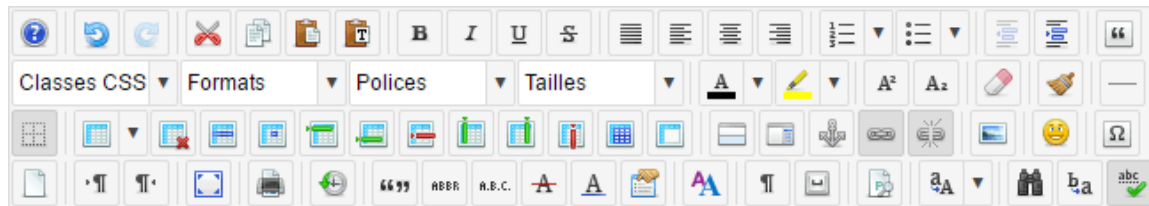
\*

## Introduction

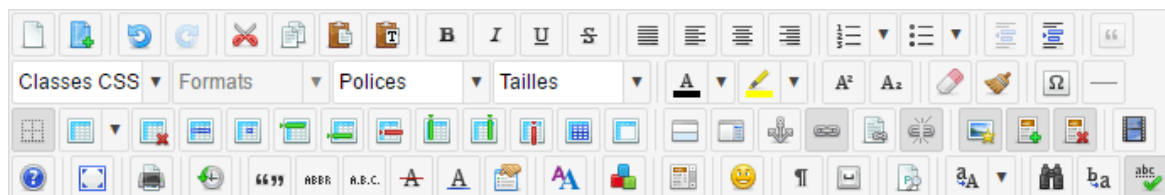
JCE est un puissant éditeur "WYSIWYG" pour le système de gestion de contenu web Joomla!  
Il vous permet de manipuler du contenu HTML d'une façon intuitive, sans avoir à connaître des langages de programmation.

***JCE est l'éditeur gratuit le plus complet pour Joomla!***

### Exemple d'une barre d'outils JCE version Core



### Exemple d'une barre d'outils JCE version Pro



L'icône bleue et ronde avec un point d'interrogation donne accès à l'aide en ligne.

Elle est intégralement reproduite dans ce document, en version anglaise.

Seuls les info-bulles sont en français.

Une version en français serait plus agréable à lire, mais nécessiterait de créer entièrement un autre document.

Retour au Sommaire

# Généralités

## Description

- JCE est capable de créer des contenus comme un éditeur de type Word, Open Office ou autres, et de leur appliquer des styles.
- Il permet d'insérer du texte, des tableaux des images et médias de tous types, affichables si souhaité dans des fenêtres popup que vous pouvez lier en diaporama.
- Il permet de créer des liens externes, sur des adresses e-mail, vers des fichiers, des liens de menu, des contenus du site et, à l'aide du plug-in JCE MediaBox, dans des fenêtres popup pour afficher des images ou autres médias.
- Il permet la création de profils utilisateur possédant leur propre barre d'outils avec les fonctions souhaitées ; ces profils peuvent être attribués à des groupes Joomla ou des utilisateurs spécifiques.
- Sa prise en charge de la gestion des droits de Joomla permet de créer des répertoires automatiquement au nom des groupes et utilisateurs Joomla dès qu'un accès est effectué par le gestionnaire de fichiers de JCE.
- Deux versions de JCE sont disponibles :
  - [JCE Version Core](#) (gratuit)
  - [JCE Version Pro](#) (25€/année)  
La version Pro intègre les outils supplémentaires suivants (voir image plus haut) :
    - gestionnaire de liens sur fichier
    - gestionnaire d'image avancé
    - gestionnaire de légende d'image
    - gestionnaire de médias (vidéo, audio, etc.)
    - gestionnaire de Microdata
    - gestionnaire d'iframe
    - gestionnaire d'émoticônes

## Mises à jour

Vous pouvez effectuer les mise à jour du pack d'installation de l'éditeur JCE ainsi que du plug-in JCE MediaBox directement en ligne depuis le gestionnaire de mise à jour des extensions de Joomla.

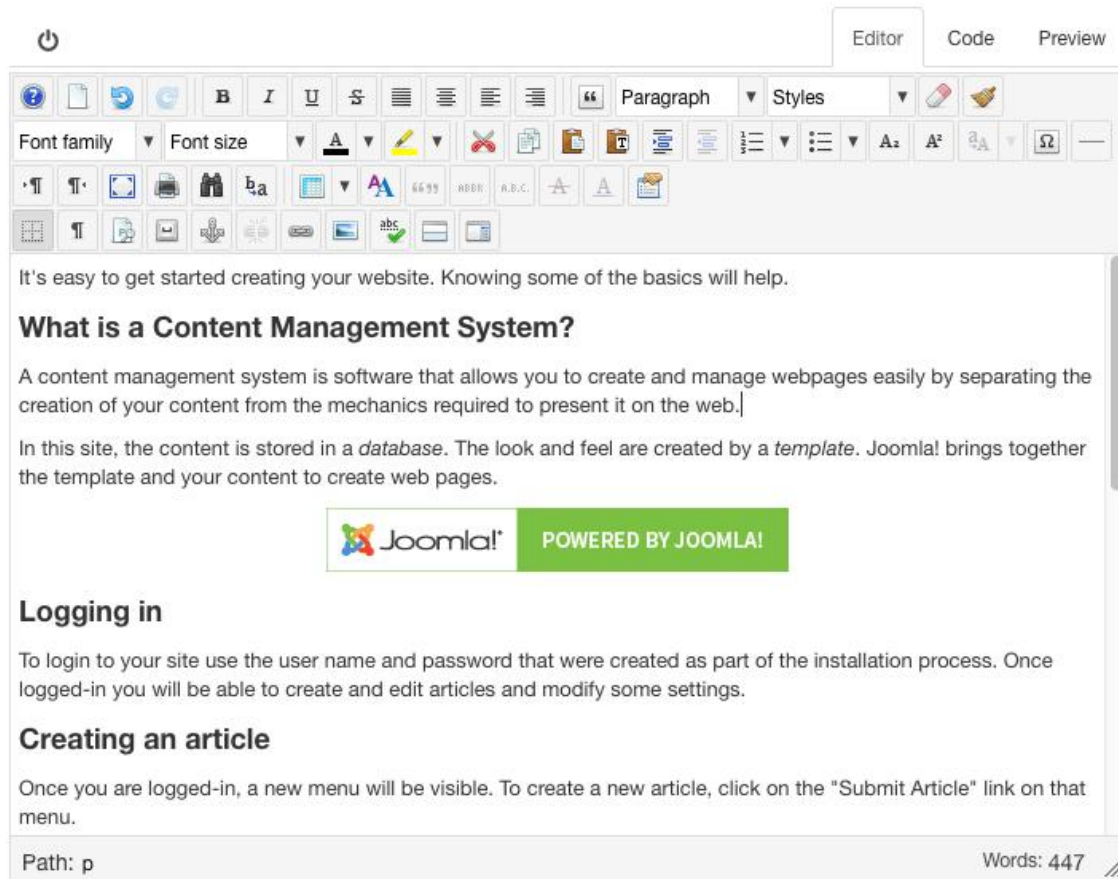
**Attention :** depuis la génération JCE 2.6.x, les plug-ins complémentaires pour JCE sont intégrés dans une version distincte dite "Pro". C'est en mettant à jour le pack complet d'installation de cette version depuis le gestionnaire d'extensions de Joomla que vous mettez également à jour les plug-ins complémentaires !

**Note :** comme pour Joomla ou toutes autres extensions, la fonction cURL ou allow\_url\_fopen doit être activée sur le serveur pour effectuer les mises à jour en ligne.

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## A propos de l'éditeur = About the Editor

JCE is an extension for Joomla!, that provides you with a set of wysiwyg editor tools that makes the job of writing articles for your Joomla! site a little bit easier. In a nutshell, it provides access to many of the features you may be used to using in Word or OpenOffice etc. but for your website content HTML, ie: you can **make some text bold**, without having to know how to write `<strong>make some text bold</strong>`.



The JCE Editor Toolbar provides over 50 different commands and plugins, each represented by a button or drop-down list with which you can style and enhance your content.

With JCE you can:

- Style text using familiar buttons and commands, like, bold, italic, underline etc.
- Insert and edit tables
- Copy text from Word or other text documents
- Insert images using an easy to use file browser popup interface
- Create links, including links to Joomla! content items using a dynamic selection routine.
- Run a spell check on your finished article.
- Insert media files, file links and create image captions - [a subscription is required to access additional features](#)

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## Barre d'outils = Editor Toolbar

Most of the Editor's functions are accessed from the toolbar, which contains rows of buttons and lists that execute various commands on article content, like Bold **B** or Underline U or open a dialog for actions like inserting images  or creating tables 



The layout of the buttons in the toolbar and which buttons are available for the user can be set in the [Features](#) section of the [Profiles](#) editor.

Buttons in the toolbar have 3 states - Enabled, Disabled and Active.

Most buttons are **Enabled** by default appearing fully opaque. An enabled button can be clicked to execute its command or open the associated dialog.

A **Disabled** button will not respond if clicked and appears as a transparent version of the button. A button is disabled when the current action or cursor position is not relevant for that button, for example the Delete Table button  will be disabled  when no table is selected or the cursor is not within a table, and enabled when the cursor is within a table.

An **Active** button indicates that the current selection in the editor content can be edited by the buttons function. For example when an existing link is selected the Link button  becomes active . When the button is clicked and the Link dialog is opened, the properties of the selected link are shown in the relevant dialog fields such as URL or Title.

[Retour au Sommaire](#)

## ***Champ de contenu = Editor Content Area***

The Editor Content Area is the area below the editor toolbar where content is inserted, typed or pasted into - commonly known as the WYSIWYG view. This area shows the HTML formatted content, ie: bold items are shown as **bold** instead of in code `<strong>bold</strong>`.

### **WYSIWYG Styling**

The content area is usually styled using your Joomla! Template styling so font types, font sizes, colors and other styles set by your Template will display as intended (by default only the basic template.css file is used but additional stylesheets can be added in the editor configuration).

**Heading1**

Heading2

**Heading3**

Heading4

*Example of different Heading styles applied by the template stylesheet*

### **Visual Guidelines**

A number of visual guides area available to make editing easier, for example tables inserted without borders will display with a dashed grey border making them visible. The borders are not applied to the table directly so they will not appear in the published article.



*Dashed grey border guidelines on a table*

In addition to these guidelines, clicking the **Show / Hide Block Elements**  button will display all block elements in the content area with a dashed border and tag name.

UL

- Media Manager
- Extensions Manager
- Menu Manager
- Global Configuration
- Banners
- Redirect

H3

### Media Manager

P

The media manager component lets you upload and insert images into content throughout your site. Optionally, you can enable the flash uploader which will allow you to to upload multiple images. [Help](#)

*Example showing UL, H3 and P block element guidelines.*

## Placeholders

Some elements - iframes, audio, video - can't or shouldn't be shown in the WYSIWYG view (you don't really want a video loading and playing while you're trying to edit the rest of the article!) so a placeholder is used to represent the element instead. The placeholder is the same size as the element (and can be resized by dragging), and is positioned where you intend the element to be displayed in the article.

Editors are used throughout Joomla! where content is created. TinyMCE is the default although CodeMirror is used in the template manager. No Editor provides a text box



*Flash Video placeholder displayed beneath other editor content*

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## ***Chemin des éléments = Element Path***

The **Element Path** is the bar below the editor content area that shows a breadcrumb of the currently selected element. For example, if a link is selected inside a paragraph, the Path would display p » a The Element Path can be used to select any of the parent elements of the currently selected element. See [Selecting text and elements](#).

In addition to the Element Path, the bar below the editor displays a Word Count of the editor content, and a handle for drag-resizing the editor.

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## Bases de rédaction

### *Sélection = Selecting text and elements*

Before any item can be formatted or styled in an article it must be selected. This can be a simple action like clicking on the item, for example an image, or a double-click to select a whole word in a sentence. It is also possible to **select a specific element** within a group of nested elements, for example the **<strong>** element that surrounds the text within a link element ie: `<a href="/some_link.htm"><strong>text</strong></a>`

#### Selecting Text

Text can be selected either by **clicking and dragging** to select a block of text, or by **double-clicking** on a specific word to select just that word. Once the text is selected it can be styled and formatted using the buttons in the editor toolbar.

#### Selecting an element

To select any element, such as an image or table, **click once** on the element. Any button associated with that element, like the Insert / Edit Image or Insert Table button, will become active. The element can now be edited using the dialog opened by clicking the active button or styled by other buttons in the editor toolbar.

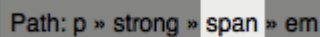
#### Selecting a specific element

It is sometimes necessary to select a specific element within a group of nested elements, when you want to edit the attributes of that element or style it, but a normal selection, by clicking on the element or selecting the text, would result in the wrong element (usually the last in the group) being selected.

Consider the following text : **lorem ipsum dolor sit amet**

if you wanted to edit the **span element** that adds the underline style to ipsum, clicking on it would select the **<em>** element that adds the italics as this was the last element added, and so any styling would be applied to the **<em>**. You could get around this problem by careful planning, making sure that each element is styled before the next is applied, but that is often not possible. Instead, the span element can be selected by clicking on the word, then on **span** in

the **Path** bar at the bottom of the editor



The path shows all the elements in the current selection, from the parent block element, in this case a paragraph, through to the **<em>**. Clicking on any of the elements in the path will select that element directly. When clicked the selection will be shown in the article content and the element can be styled or formatted by the buttons in the editor toolbar.

## **Formatage = Formatting Text and Elements**

Text and elements within the article content can be formatted and styled using various buttons in the editor toolbar and in some cases using shortcut keys, like CTRL+B (Bold).

By Formatting or Styling we are referring to an action that changes the appearance of the text or element. This is done by applying a style, assigning a class or by changing the element type. For example, making text **Bold** using the **B** button (or CTRL+B keyboard shortcut) places the text within a `<strong>` element ie: **text**, while Underlining some text using the U button (or CTRL+U keyboard shortcut), adds the css style **text-decoration:underline;** to the text, ie: `<span style="text-decoration:underline">text</span>`. Of course as this is a WYSIWYG editor you don't see the code just the formatted text.

Before any text or element can be formatted it must first be selected. This is usually done by clicking on the element, clicking and dragging to select blocks of text or double-clicking on single word to select it. See [Selecting text and elements](#)

### **Applying a class from the Styles list**

The **Styles** list is a list of classes used by your site's template. To apply a class, select the text or element and select the class from the **Styles** list. The class will be applied to the element using the class HTML attribute, eg: `class="some_class"`. In the case of a text selection the class will be added using a span element, eg: `<span class="some_class">selected text</span>`

### **Applying or editing a style using the Edit CSS Style button**

Existing styles added using any of the toolbar buttons can be edited, or new styles added to text or an element, using the **Edit CSS Style**  dialog.

### **Removing a style**

Formatting can be removed using the **Remove Format**  button or by using the **Edit CSS Style** dialog .

## ***Gras, italique, souligné et barré = Bold, Italic, Underline and Strikethrough***

### **Bold, Italic, Underline and Strikethrough**

These are probably some of the most common formatting buttons, familiar to anyone who has used a word processor. These formats are applied by selecting some text in the article and clicking the button in the editor toolbar and in the case of **Bold**, *Italic* and Underline, optionally by using the shortcut key.

**Bold** **B**

Renders the text with a **strong emphasis** which is usually heavier than surrounding text.

Keyboard shortcut is CTRL + B

Will show in the HTML Source as `<strong>text</strong>`

**Italic** **I**

*Italicises* the selected text which usually appears slanted to the right. Keyboard shortcut is CTRL + I

Will show in the HTML Source as `<em>text</em>`

**Underline** **U**

Adds a line under the selected text. Keyboard shortcut is CTRL + U

Will show in the HTML Source as `<span style="text-decoration:underline;">text</span>`

**Strikethrough** **ABC**

~~Adds a line through~~ the middle of the selected text

Will show in the HTML Source as `<span style="text-decoration:line-through;">text</span>`

**Alignement = Alignment****Alignment**

The four alignment buttons, Align Full, Align Center, Align Left and Align Right, are used to position and justify text and elements.

**Align Full** 

Stretches each line of text so that they align with the left and right margin of the parent element.

*Example:*

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

### Align Center

Positions each line of text and elements at the horizontal center of their parent element using the css style **text-align:center** for text and the combination of styles **margin-left:auto; margin-right:auto; display:block;** for images and block elements.

*Example:*

Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.



### Align Left

Positions text and elements to the left of the parent element using the css style **text-align:left** for text and **float:left** for images and block elements.

*Example:*



Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

### Align Right

Positions text and elements to the right of the parent element using the css style **text-align:right** for text and **float:right** for images and block elements.

*Example:*



Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

## ***En-têtes, blocs et retraits (blockquote) = Headings, Block Elements and Blockquotes***

A **block element** is a container for text and other elements like images and tables. Block elements typically start on a new line. A paragraph is an example of a block element.

The **Format List** provides a list of block elements that can be applied to a selection. Choosing one of these will either change the selected element or wrap the selection in the chosen block element.

The list contains the block elements Paragraph, DIV, Address, Preformatted, Heading 1, Heading 2, Heading 3, Heading 4, Heading 5, Heading 6, Code and Code Sample. This list can be edited in the [Profiles Editor Parameters](#)

### **Applying a Format**

Select the element or text. Select the format element from the Format List

### **Paragraph**

This is the most common block element and is created by pressing the enter key in the editor (SHIFT + Enter will create a linebreak instead) Used to structure text within a document. Paragraphs cannot contain other paragraphs.

### **DIV**

This is a structural block element that represents a division or section in an HTML document. Less common in article content, it is useful for grouping other block elements together as it can contain other block elements, unlike paragraphs.

### **Address**

This element is may be used by authors to supply contact information for a document or a major part of a document such as a form. This element often appears at the beginning or end of a document. Not commonly used within single articles.

## Preformatted

This element is used to designate text as preformatted and therefore not subject to some styling and formatting implemented by the browser. For example, preformatted text will not wrap.

## Heading 1 to 6

A heading element briefly describes the topic of the section it introduces. For example, each one of the sections in this article, Paragraph, DIV, Address etc. all use the Heading 3 element. A heading element usually displays as slightly larger than surrounding text.

## Code

Designates a fragment of computer code.

## Code Sample

Designates sample output from programs, scripts, etc.

## Blockquote “

Although not listed in the **Format List**, Blockquote is a block element and is used to designate quoted text. Blockquotes can be applied to paragraphs and text selections by clicking the **blockquote** button “

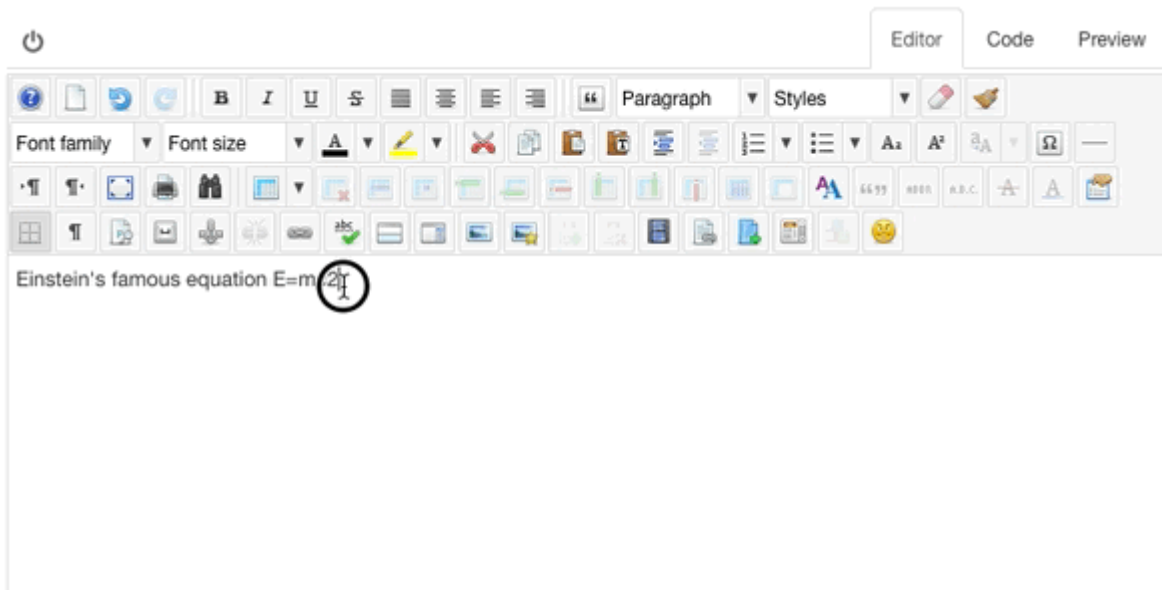
The appearance of some block elements like code, heading, preformatted and blockquote might differ on your site due to the styling applied to these elements by your site's template.

Some information in this document from <http://www.w3.org/TR/html401/>  
[Copyright](#) ©1997-1999 [W3C](#)® ([MIT](#), [INRIA](#), [Keio](#)), All Rights Reserved

## ***Indice et exposant = Superscript and Subscript***

**Superscript** and **Subscript** set a character or word above or below the normal line of type. A common example of a superscript is the 2 in the famous equation  $E=mc^2$

To apply a superscript or subscript, select the text and then click the Superscript or Subscript button. You can remove the effect by selecting the text and clicking the relevant button again.

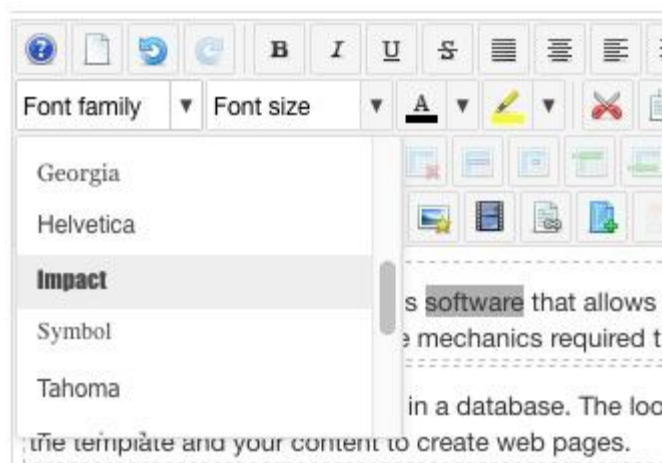


## ***Styles de polices = Font Styling***

The editor includes options to set the [Font Family](#), [Font Size](#), [Colour](#) and [Background Colour](#) for text in the article content.

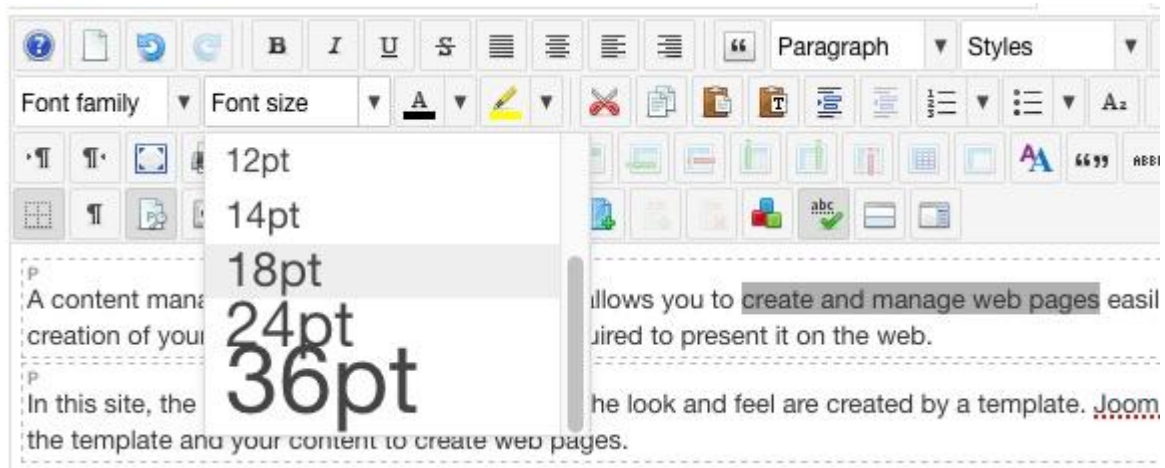
### **Font Family**

To set the font-family, select some text, then select the required font from the Font Family list.



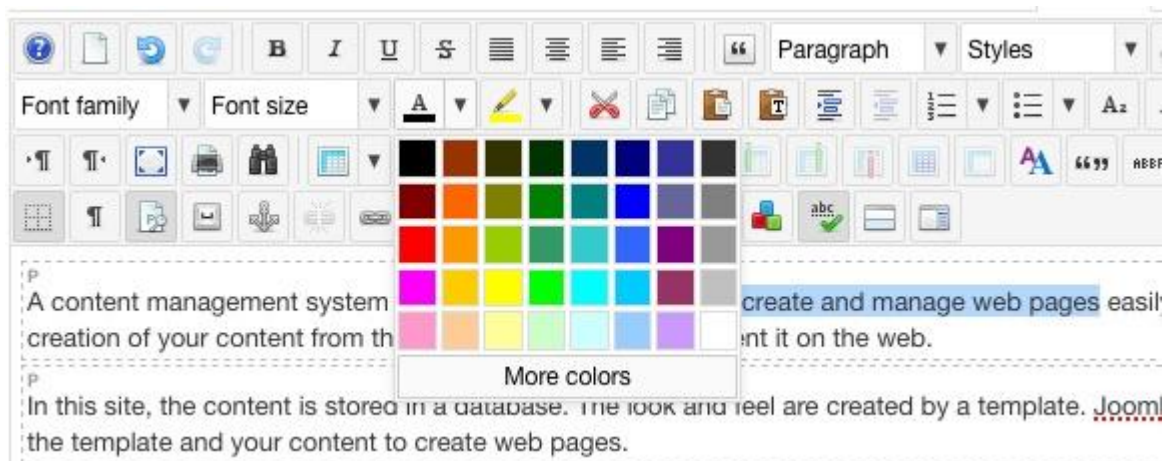
### **Font Size**

To set the font-size, select some text, then select the required size from the Font Size list.



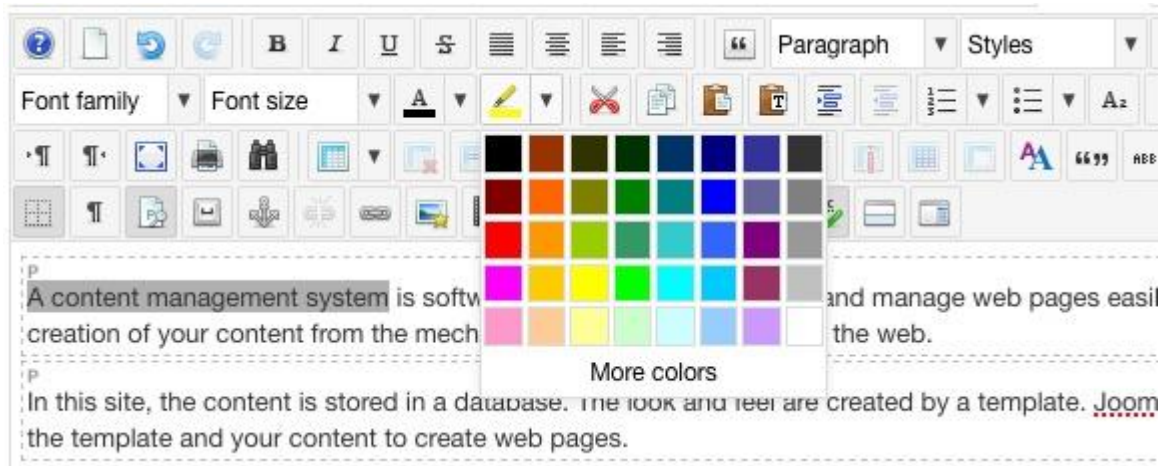
## Colour

To set the font colour, select some text, then select a colour from the Font Colour drop-down. Click on **More Colours** to open a colour picker dialog to specify a custom colour, or to select a [Web Colour](#), [Named Colour](#) or a colour used by your template.



## Background Colour

To set the background colour, select some text, then select a colour from the Font Background Colour drop-down. Click on **More Colours** to open a colour picker dialog to specify a custom colour, or to select a [Web Colour](#), [Named Colour](#) or a colour used by your template.



## Removing a Font Style

To remove a font style from text, select the text, then click on the Remove Format

button 

## ***Augmenter/Diminuer le retrait = Indent and Outdent***

The **Indent** and **Outdent** buttons are used to add and remove an amount of space at the beginning of a line of text. By default, this space is set as twice the font-size of the text, ie: 2em in css units.

For example, give a line of text:

Lorem ipsum dolor sit amet

a single indent added to the line will result in

Lorem ipsum dolor sit amet

the HTML code of which would look like

```
<p style="padding-left: 2em;">Lorem ipsum dolor sit amet</p>
```

Clicking the indent button again will add another 2em to the padding-left style, resulting in

Lorem ipsum dolor sit amet

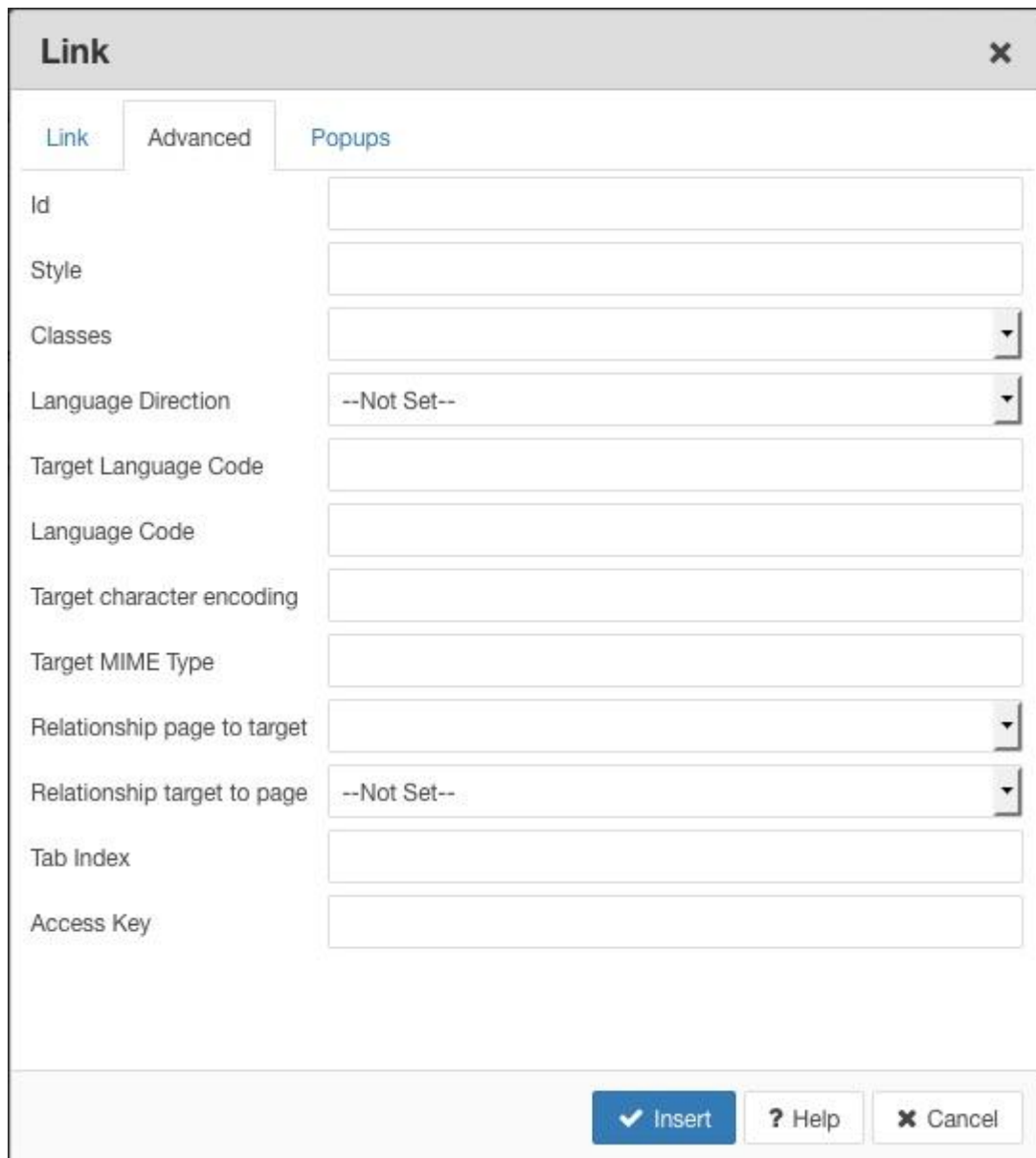
that is

```
<p style="padding-left: 4em;">Lorem ipsum dolor sit amet</p>
```

Clicking the **Outdent** button will remove 2em from the indent, until the padding-left value is 0, ie: the indent is removed.

## ***Attributs d'élément = Editing element attributes***

All HTML elements share a list of common global attributes. Some of these can be edited using a dialog specific to the element, such as the Link dialog or the Image Manager, usually in the Advanced tab of the dialog.



The screenshot shows a dialog box titled "Link" with a close button (X) in the top right corner. It has three tabs: "Link", "Advanced", and "Popups". The "Advanced" tab is selected. The dialog contains several input fields and dropdown menus for editing link attributes:

- Id: Text input field
- Style: Text input field
- Classes: Text input field with a dropdown arrow
- Language Direction: Dropdown menu showing "--Not Set--"
- Target Language Code: Text input field
- Language Code: Text input field
- Target character encoding: Text input field
- Target MIME Type: Text input field
- Relationship page to target: Dropdown menu
- Relationship target to page: Dropdown menu showing "--Not Set--"
- Tab Index: Text input field
- Access Key: Text input field

At the bottom right, there are three buttons: "Insert" (with a checkmark icon), "Help" (with a question mark icon), and "Cancel" (with an X icon).

A separate dialog is available to edit a subset of these global attributes on all elements, namely:

title, id, class, dir, lang, contenteditable, draggable, hidden, spellcheck, and the event attributes.

To edit an attribute, [select the element](#) (or in the case of a paragraph or div click somewhere in the element), then click on the Insert/Edit Attributes button.

Attributes

Standard

Events

Title

ID

Classes

Text Direction

--Not Set--

Language

Contenteditbale

--Not Set--

Draggable

--Not Set--

Hidden

--Not Set--

Spellcheck

--Not Set--

✓ Update

✕ Cancel

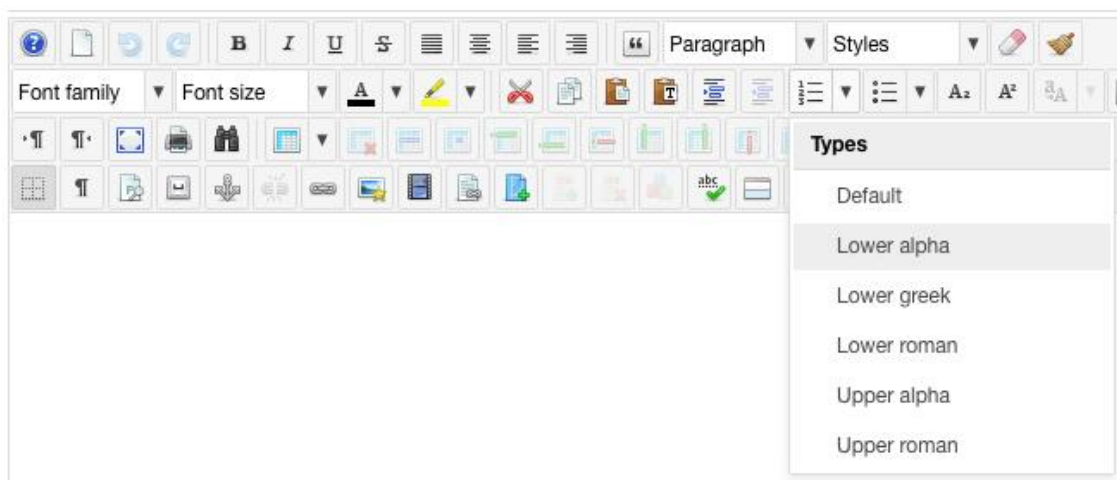
Edit the attributes as required, and click the **Update** button.

## Création de liste = Creating Lists

JCE can create ordered (numbered) and unordered lists using the **Ordered List** and **Unordered List** buttons in the editor toolbar.



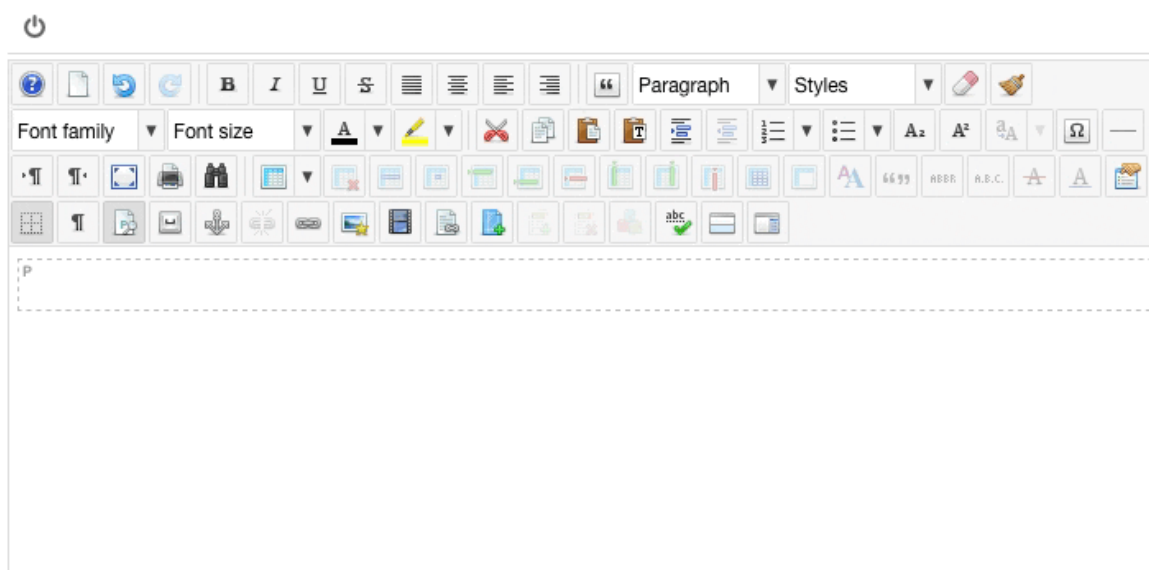
A list can be created using the default list type, or by choosing a type from the list dropdown.



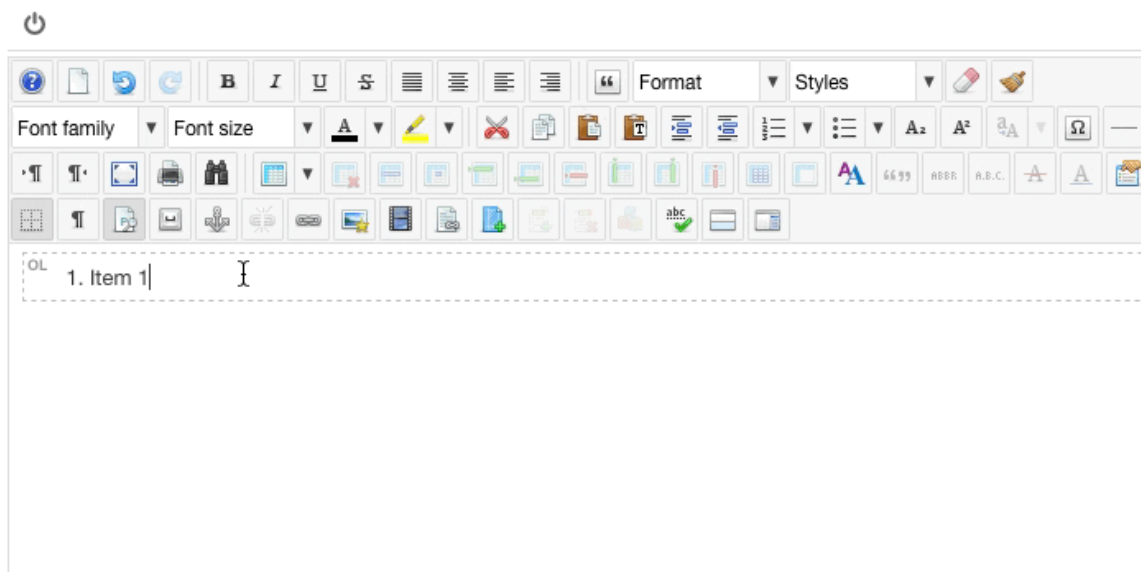
Each of the list types corresponds to a CSS [list style type](#)

### Creating a List

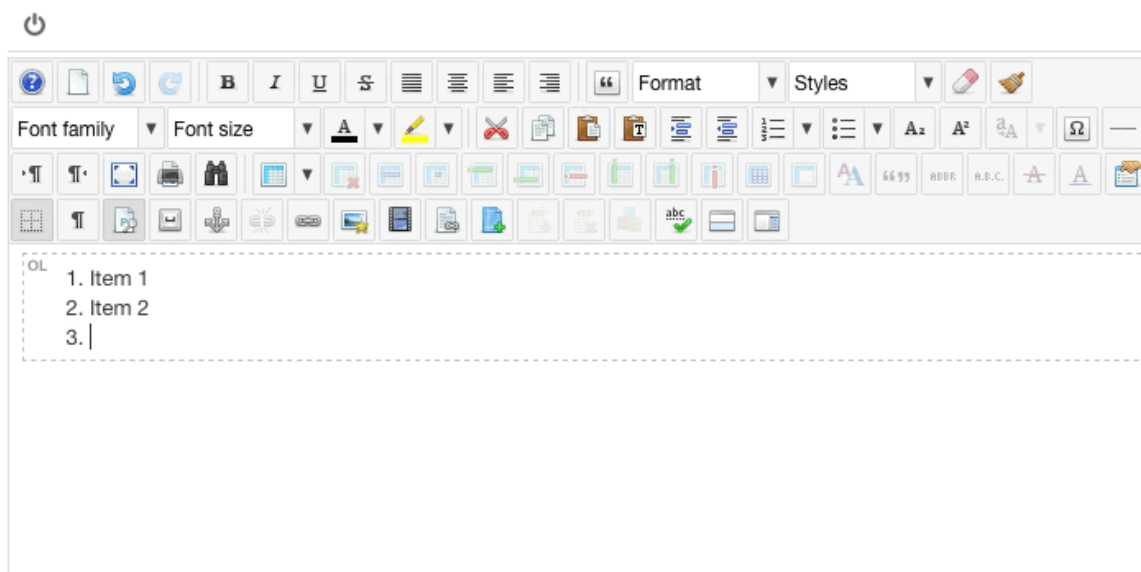
Type in or select the text to be the first list item. Click the required list button (Ordered or Unordered) or select the list type from the drop-down.



To create the next list item, press the Enter key.

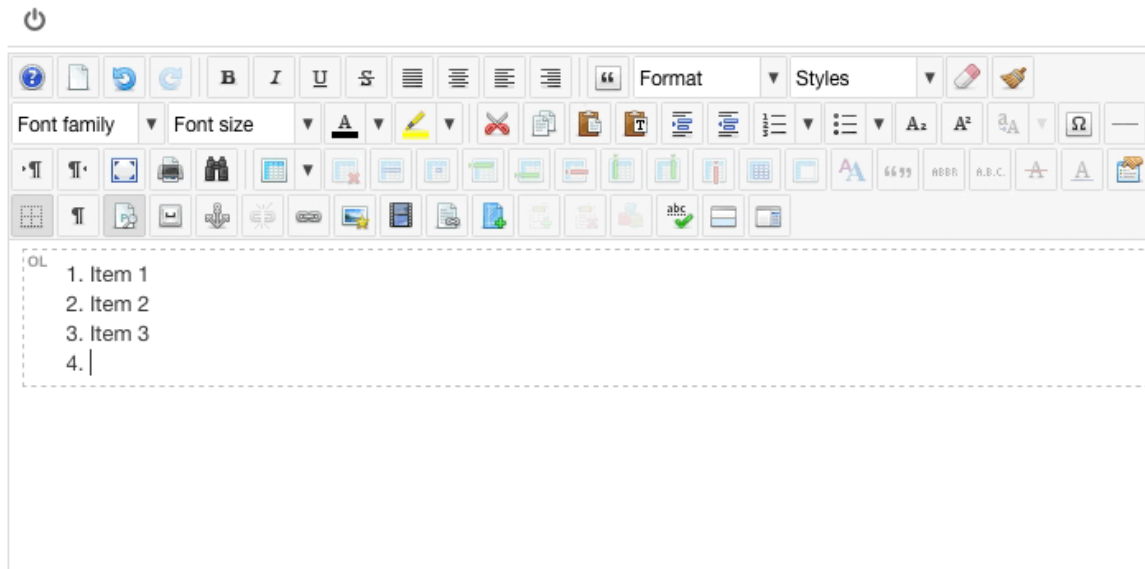


Pressing the Enter key when a list item is empty will move the cursor outside of the list.

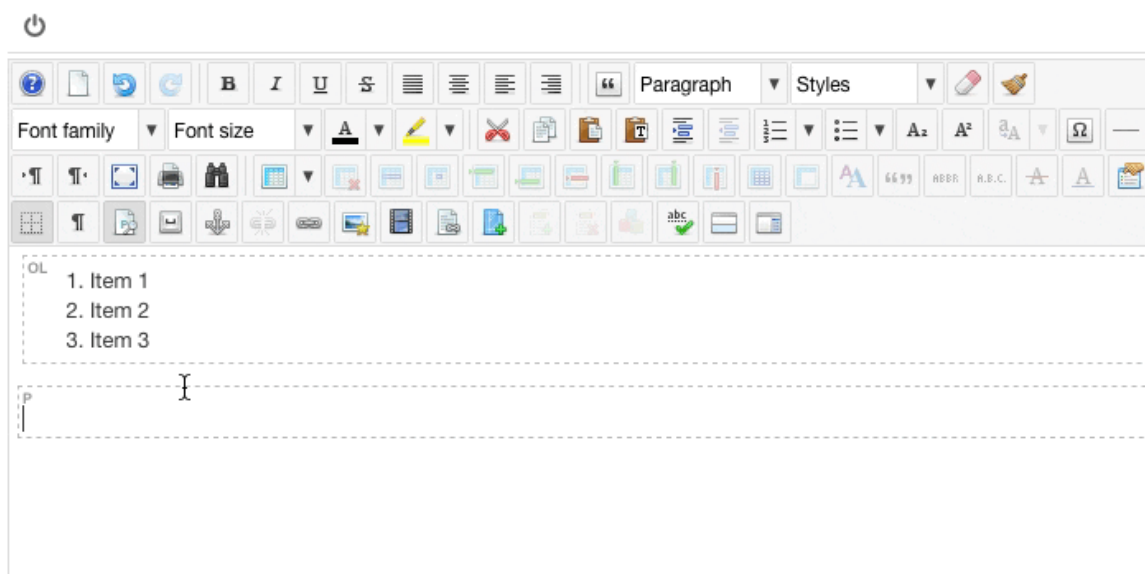


### Deleting and removing list items

To remove a list item, press the Backspace key until the item is removed



Pressing the list button when in a list item will remove the item from the list.



## Converting Lists

A list can be converted from Ordered to Unordered (and vice versa) or from one type to another, by clicking the required list button or selecting the required list type.



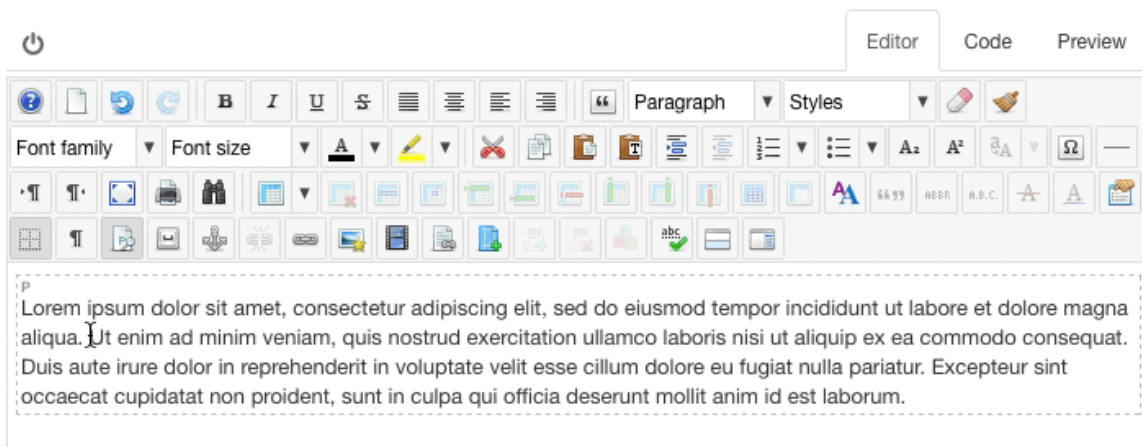
## ***Lire la suite et Saut de page = Readmore and PageBreak***

The **Read More** and **Page Break** buttons perform a similar function to the ones found below the editor, but are designed to correctly handle a variety of insert positions, correctly splitting block elements where required, so that the resulting HTML is rendered without errors when the article is displayed in the front-end.

### **Read More**

The **Read More** button inserts a [Joomla Read More](#) placeholder into content, allowing the content to be displayed as Intro Text, with a link to "Read More" at the point where the placeholder was inserted.

To insert a Read More placeholder, place the cursor in the position where you want the Read More link to be displayed and click the Read More button.



Content before this will be displayed as "Introduction Text" when the article is rendered in the front-page.

To delete a Read More, click on the placeholder and press the Delete button on your keyboard.

Note:

- If the Read More is inserted at the beginning of a paragraph, it will be inserted before the paragraph.
- If the Read More is inserted at the end of a paragraph, it will be inserted after the paragraph.
- If the Read More is inserted in the middle of a paragraph, the paragraph will be split by the Read More at that point.

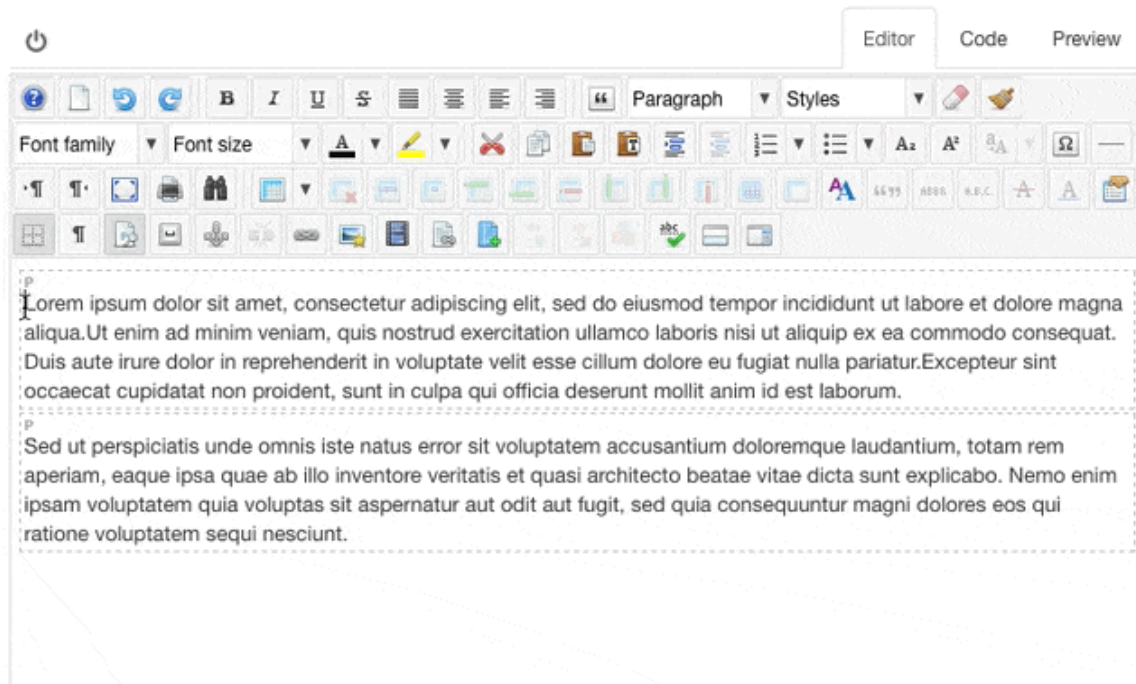
For more information, please

see [https://docs.joomla.org/Splitting\\_a\\_long\\_Article\\_into\\_multiple\\_linked\\_pages](https://docs.joomla.org/Splitting_a_long_Article_into_multiple_linked_pages)

## Page Break

Page Break splits an article into multiple linked pages. Each page is defined by the position where each Page Break is inserted.

To insert a Page Break, click the Page Break button, and set a title for the page, and optionally an alias for the Table Of Contents listing that will be displayed created when the page is rendered in the front-end.



To delete a Page Break, select the Page Break placeholder and press the Delete button on your keyboard. To edit a Page Break, select the placeholder and click the Page Break button.

For more information, please

see [https://docs.joomla.org/Splitting\\_a\\_long\\_Article\\_into\\_multiple\\_linked\\_pages](https://docs.joomla.org/Splitting_a_long_Article_into_multiple_linked_pages)

## Créer/Modifier un lien = Create a Link

The Link dialog can be used to create a link on an existing content selection (selected text, image etc) or a new link on text added in the dialog.

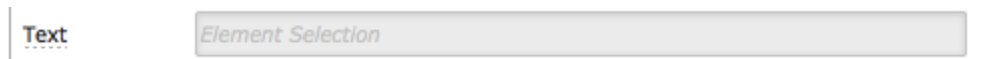
To create a link:

1. Select some text, an image or some other element in the article to create the link on
2. Click on the Link icon to open the Link dialog 
3. If the selected item is a text selection the text will be editable in the Text field. If the selection is an element link an image, the Text field will be disabled with the label *Element Selection*.



The screenshot shows the Link dialog with the 'Text' tab selected. The text field contains the word 'logic'.

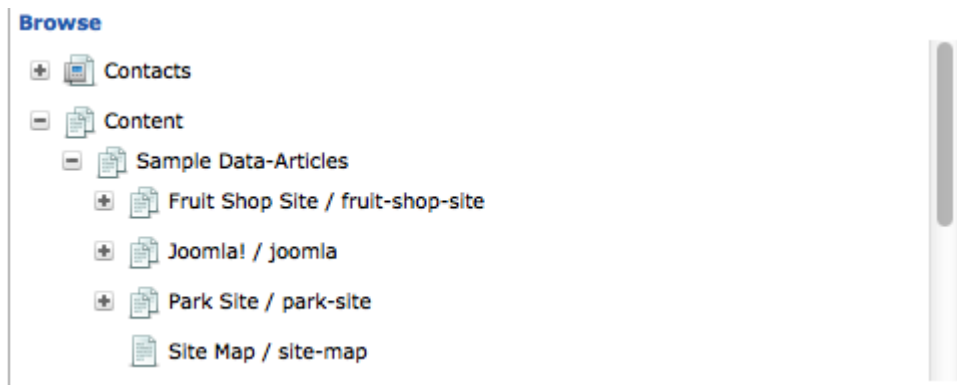
*Editable text selection displayed in the Text field. The link will be applied to this text selection.*



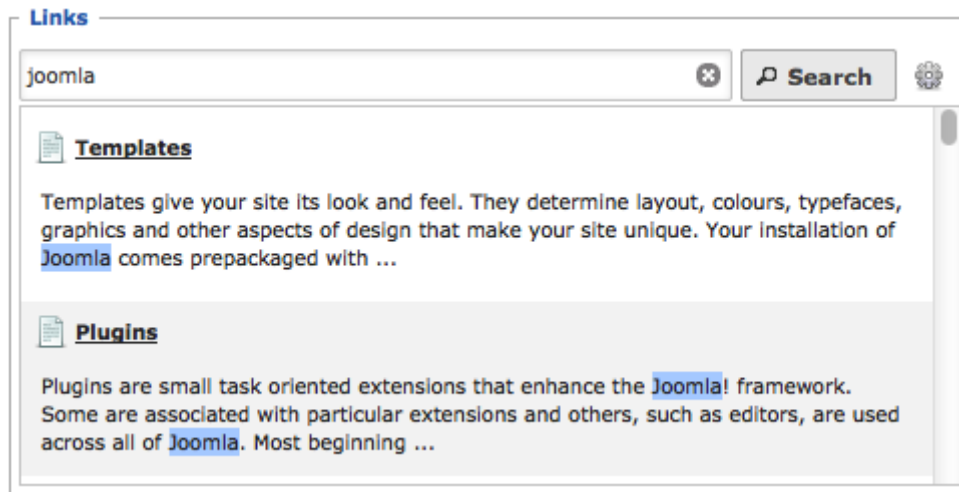
The screenshot shows the Link dialog with the 'Text' tab selected. The text field is disabled and displays 'Element Selection' in a light gray font.

*Indicates an element (image, tag etc.) is selected. The Link will be applied to this element.*

4. Find the content item, weblink or menu item you wish to link to using **Links - Search** or **Links - Browser** or type the link into the URL field. You can also use the File Browser to find images or files to link to.



*Browse for links using the Link Tree*



*Search for links using a keyword or phrase*

5. Enter a title for the link in the **Title** field.

|       |       |
|-------|-------|
| Title | Logic |
|-------|-------|

6. Set the **Target**, or how the link will open when clicked.

|        |             |
|--------|-------------|
| Target | --Not Set-- |
| Title  |             |

--Not Set--

Open In current window / frame

Open In new window

Open In parent window / frame

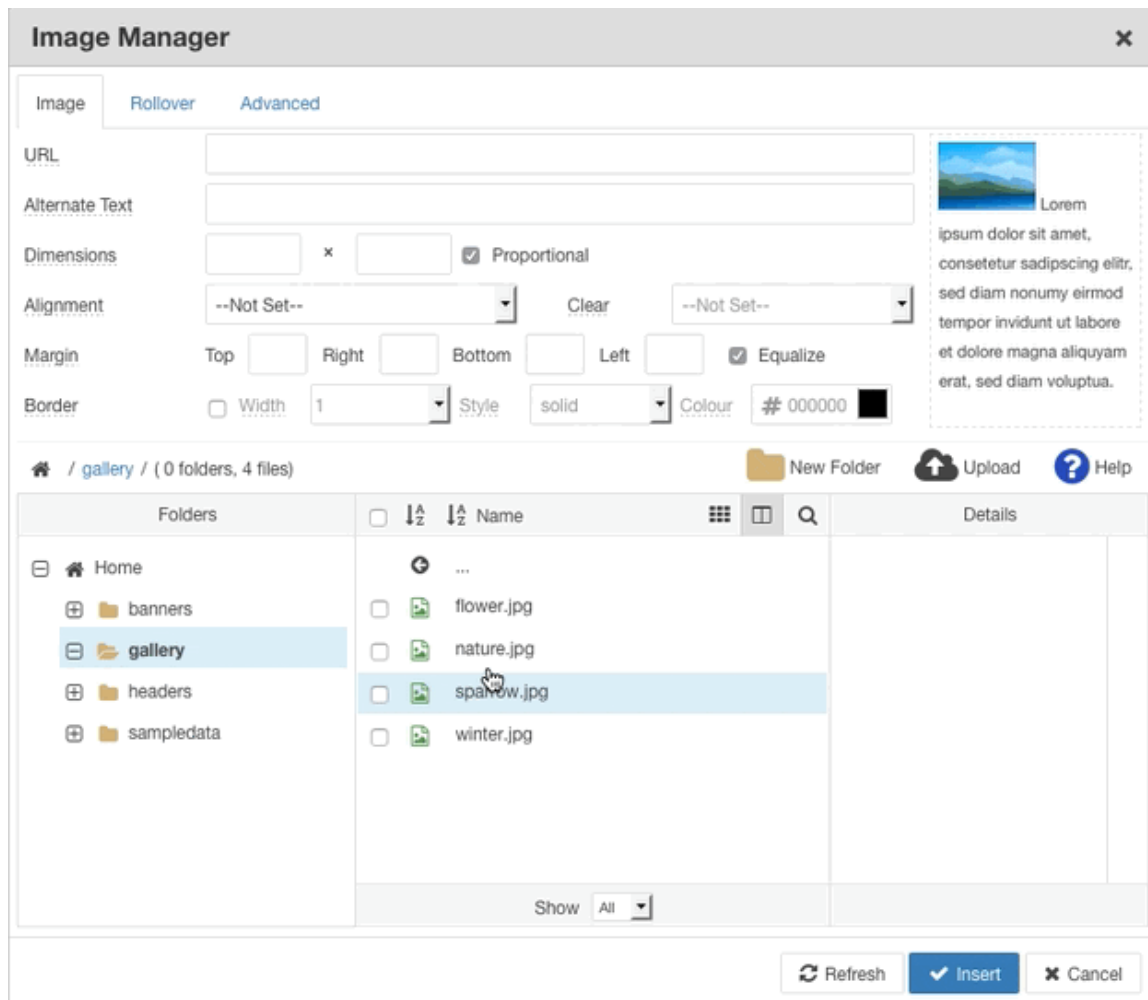
Open In top frame (replaces all frames)

7. Click the **Insert** button

## Insérer des images = Inserting / Updating an Image

### To Insert an Image

1. Select the image from the File Browser by clicking on its name. The URL, Alternate Text and Dimensions fields will be updated with the images properties.
2. Adjust the image properties as required. In the animation below, the image is aligned left, and a 5 pixel margin is added around the image. The preview on the right is updated with these changes.
3. Click the **Insert** button at the bottom of the dialog.



### URL

The URL field represents the image's src attribute, and is the relative path to the image on the server.

### Alternate Text

This represents the alt attribute, and defines a short description of the image.

### Dimensions

The width and height of the image, in pixels. If the proportional checkbox is checked, changes to one value will automatically be affected on the other. By default an image will be inserted without a width and height, unless the original values are edited.

### **Margin**

Represents the amount of space (in pixels) between the image and surrounding items. If the Equalize box is checked, all margin positions will use the same value.

### **Alignment**

The position of the image relative to surrounding text.

### **Border**

Create a border style on the image with options for width, style and colour.

### **To Update and Image**

When the Image Manager opens, all relevant fields are updated with the image's attributes.

The folder where the image resides is opened and the image selected. The image's properties are displayed in the **Details** view.

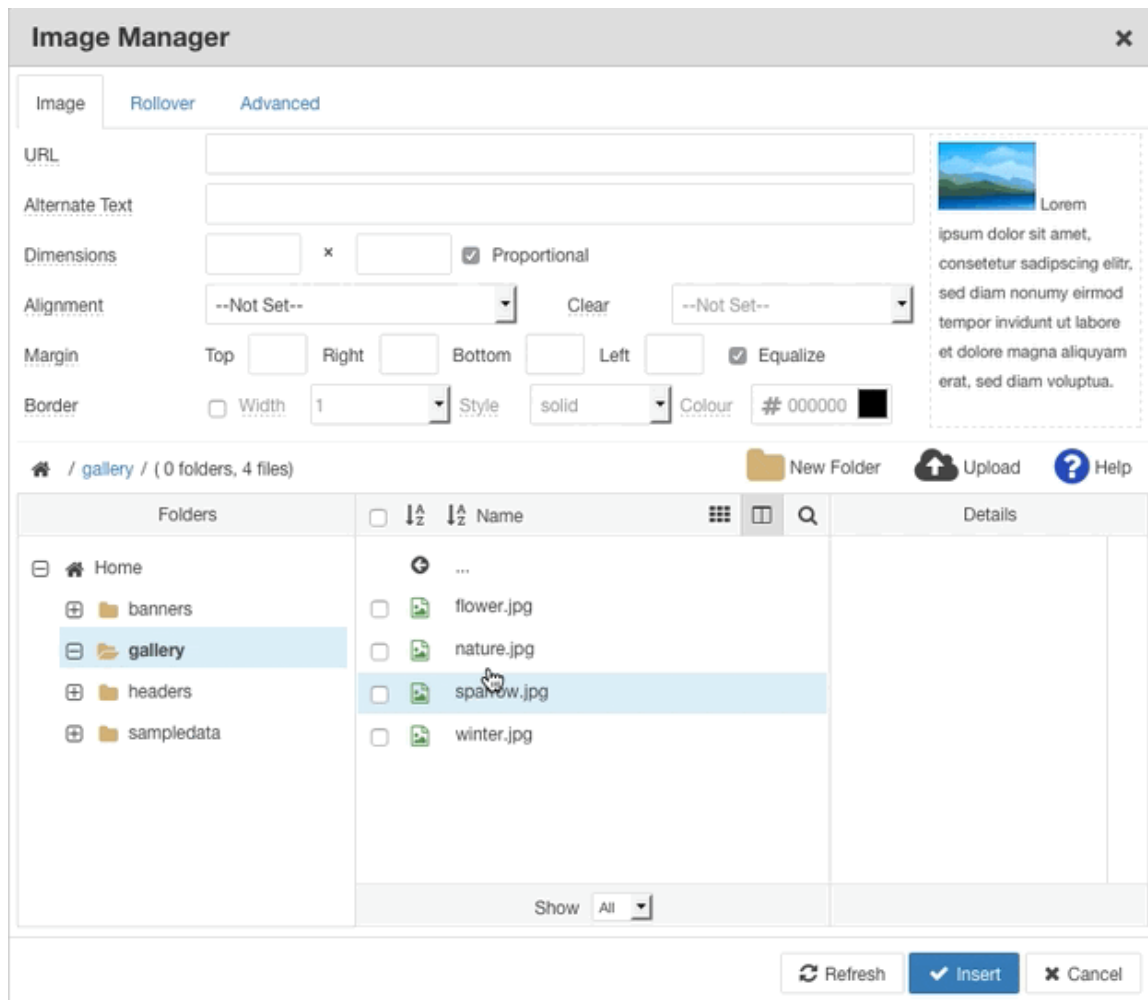
At this point you can change the image by selecting a new one (follow the steps above) or alter any of the fields in any of the tabs.

Click the **Update** button to update the image with the changes.

## Couper, copier, coller = Inserting / Updating an Image

### To Insert an Image

1. Select the image from the File Browser by clicking on its name. The URL, Alternate Text and Dimensions fields will be updated with the images properties.
2. Adjust the image properties as required. In the animation below, the image is aligned left, and a 5 pixel margin is added around the image. The preview on the right is updated with these changes.
3. Click the **Insert** button at the bottom of the dialog.



### URL

The URL field represents the image's src attribute, and is the relative path to the image on the server.

### Alternate Text

This represents the alt attribute, and defines a short description of the image.

### Dimensions

The width and height of the image, in pixels. If the proportional checkbox is checked, changes to one value will automatically be affected on the other. By default an image will be inserted without a width and height, unless the original values are edited.

### **Margin**

Represents the amount of space (in pixels) between the image and surrounding items. If the Equalize box is checked, all margin positions will use the same value.

### **Alignment**

The position of the image relative to surrounding text.

### **Border**

Create a border style on the image with options for width, style and colour.

### **To Update and Image**

When the Image Manager opens, all relevant fields are updated with the image's attributes.

The folder where the image resides is opened and the image selected. The image's properties are displayed in the **Details** view.

At this point you can change the image by selecting a new one (follow the steps above) or alter any of the fields in any of the tabs.

Click the **Update** button to update the image with the changes.

## ***Couper, copier, coller = Using the Paste buttons***

The **Paste** features in the editor, which consist of the **Cut**, **Copy**, **Paste** and **Paste as Plain Text** buttons, are used to copy content from the editor to other locations, or paste content into the editor from outer sources.

### **Cut**

Cut selected editor contents to the clipboard. The selected contents will be removed from the editor. This button can also be accessed from the right-click **Context Menu** in the editor.

The shortcut key combination for the Cut action is **CTRL+X** on the PC or **CMD+X** on the Mac.

### **Copy**

Copy selected editor contents to the clipboard. This button can also be accessed from the right-click **Context Menu** in the editor.

The shortcut key combination for the Copy action is **CTRL+C** on the PC or **CMD+C** on the Mac.

### **Paste**

Paste html contents from the clipboard into the editor. Pasted contents will be cleaned of certain html elements (Word specific styles etc.) based on the Paste parameter settings. This button can also be accessed from the right-click **Context Menu** in the editor.

The shortcut key combination for the Paste action is **CTRL+V** on the PC or **CMD+V** on the Mac. If the **Paste As HTML** is disabled in the **Paste Parameters** the shortcut key will execute the **Paste as Plain Text** action.

Depending on the browser and Paste parameter settings, this action may open a dialog box for the contents to be pasted into prior to it being pasted into the editor, due to security restrictions in some browsers.

### **Paste as Plain Text**

Paste contents from the clipboard into the editor as plain text. Linebreaks will be converted to paragraphs or linebreaks based on the **Editor Global Configuration Newlines** setting.

Depending on the browser and [Paste Parameter Settings](#), this action may open a dialog box for the contents to be pasted into prior to it being pasted into the editor, due to security restrictions in some browsers.

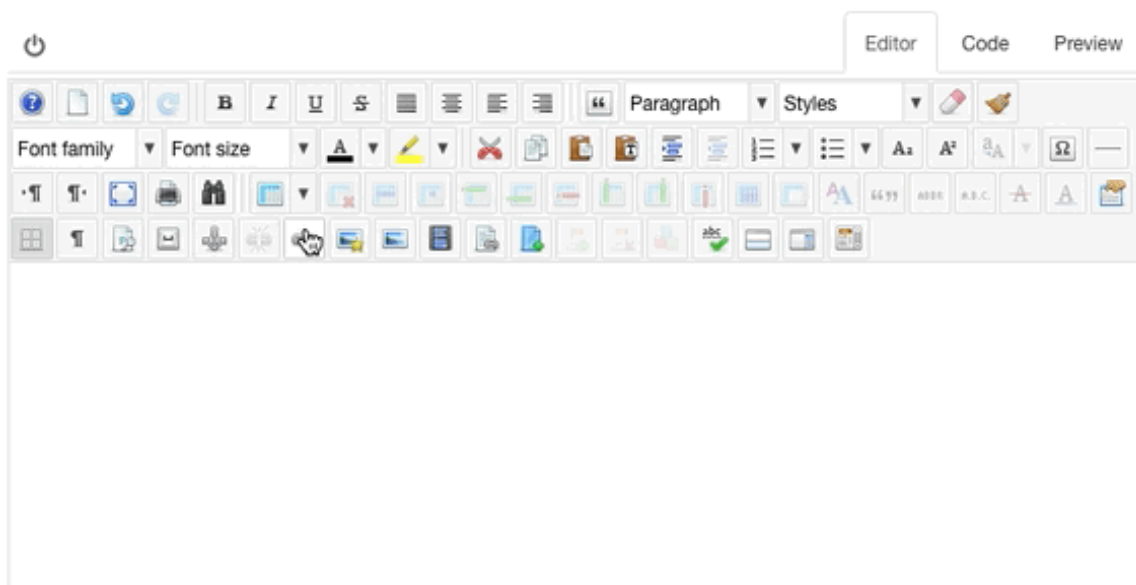
## ***Insérer des tableaux = Inserting and editing Tables***

### **Creating and editing tables**

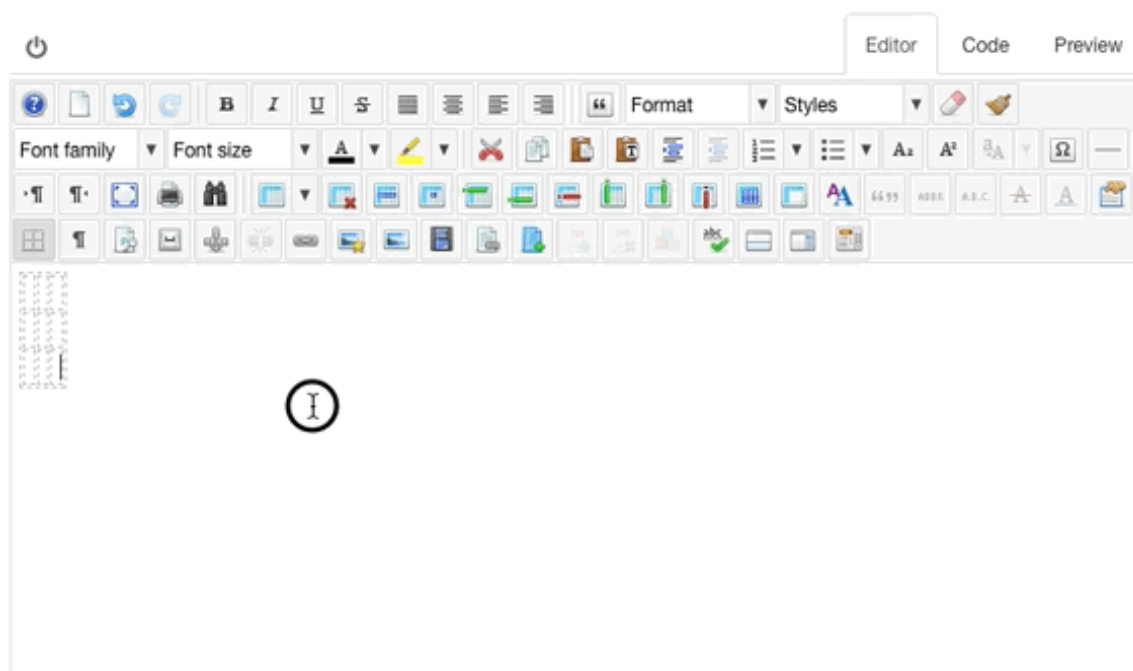
Tables can be created using the drop-down grid on the **Insert Table** button  in the editor toolbar, or using the Insert Table dialog that is opened when clicking the **Insert Table** button.

#### **Creating a table using the drop-down grid**

Click on the drop-down arrow on the Insert Table button and select the number of columns and rows for the table by dragging the mouse over the grid. When the required number of columns and rows have been highlighted, click the left mouse button to insert the table.

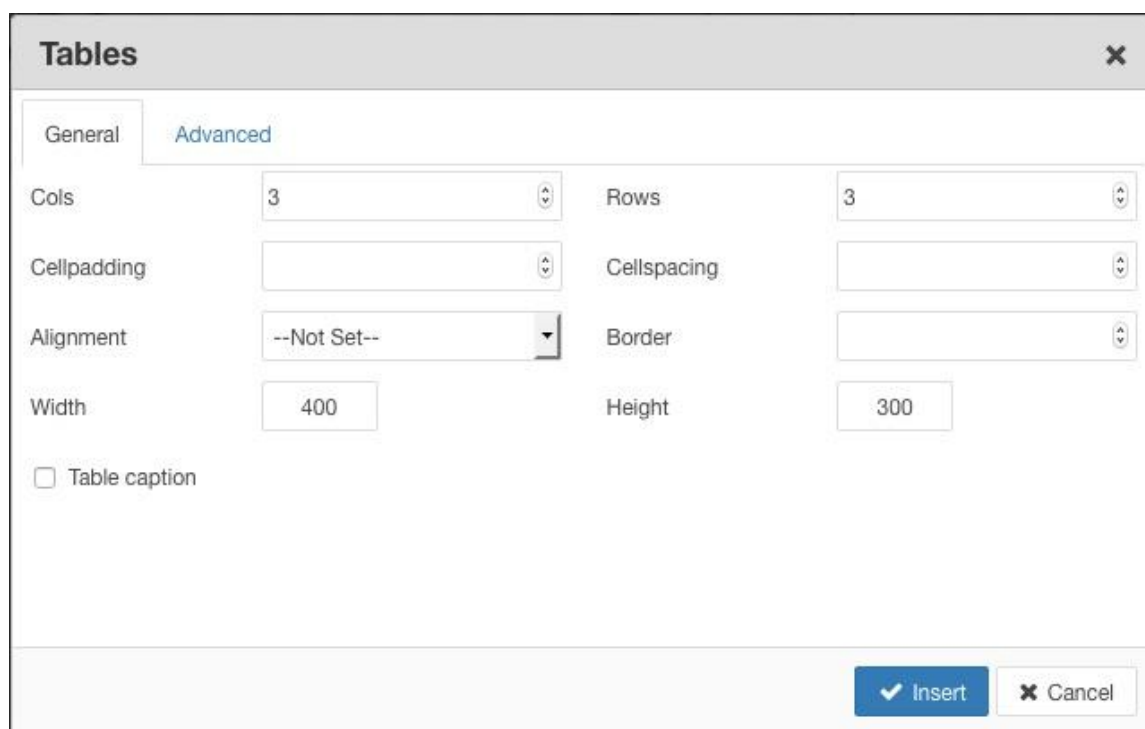


The new table is inserted with a default width and height value. To resize the table, click anywhere in the table, then drag the table using the handle in the bottom-right corner.



### Creating a table using the Insert Table dialog.

1. Click on the Insert Table button to open the **Insert Table** dialog.
2. Set the number of columns and rows for the table as required, and set a Width and Height value.
3. Set any other options as required.
4. Click the **Insert** button.



The Tables dialog consists of two tabbed areas - **General** and **Advanced**. A summary of the options available is listed below.

## *General Properties*

### **Cols**

Set the number of **Columns** for the table

### **Rows**

Set the number of **Rows** for the table

### **Cellpadding**

Set the space between the cell wall and the cell content

### **Cellspacing**

Set the space between cells

### **Width**

Set the table width in pixels, eg: 200 (pixels) or percent, eg: 100%

### **Height**

Set the table height in pixels, eg: 200 (pxiels) or percent, eg: 100%

### **Table caption**

Check or uncheck to include or remove a table caption. The <caption> tag is used to describe the table, eg:

```
<table style="width: 400px; height: 300px;">
  <caption>This is a table caption</caption>
  <tbody>
    <tr>
      <td>Table cell</td>
      <td>Table cell</td>
    </tr>
  </tbody>
</table>
```

---

## *Advanced Properties*

### **Classes**

Select css classes from your template stylesheet to apply to the table. Additional class names, seperated by a space, can be typed into the field.

### **Id**

Set a unique id attribute value for the table.

### **Summary**

Set a summary of the table content

### **Style**

A list of inline css properties to be applied to the table, eg: `border: 1px solid red;`

**Language code**

Set the language code for the table eg: en

**Background image**

Select a background-image for the table. You can browse for an image using the File Browser dialog accessed by clicking the File Browser button

**Frame**

Select which parts of the tables outer borders should be visible

**Rules**

Select which parts of the tables inner borders should be visible

**Language direction**

Select the language direction for the table

**Border**

Set the table border styles by checking the checkbox and selecting a Width, Style and Colour.

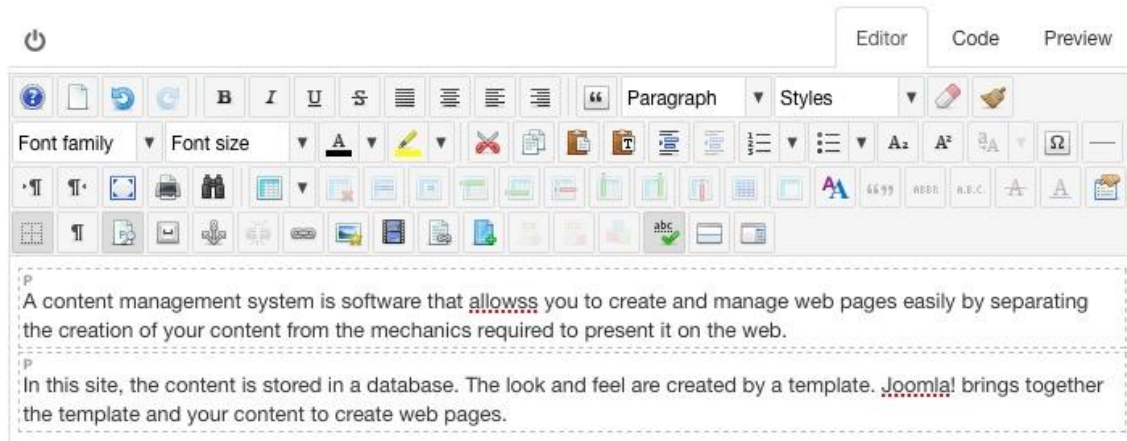
**Background color**

Set the table background colour in hex format eg: #cccccc, or select a colour using the Colour Picker.

## Vérificateur orthographique : Spellchecker

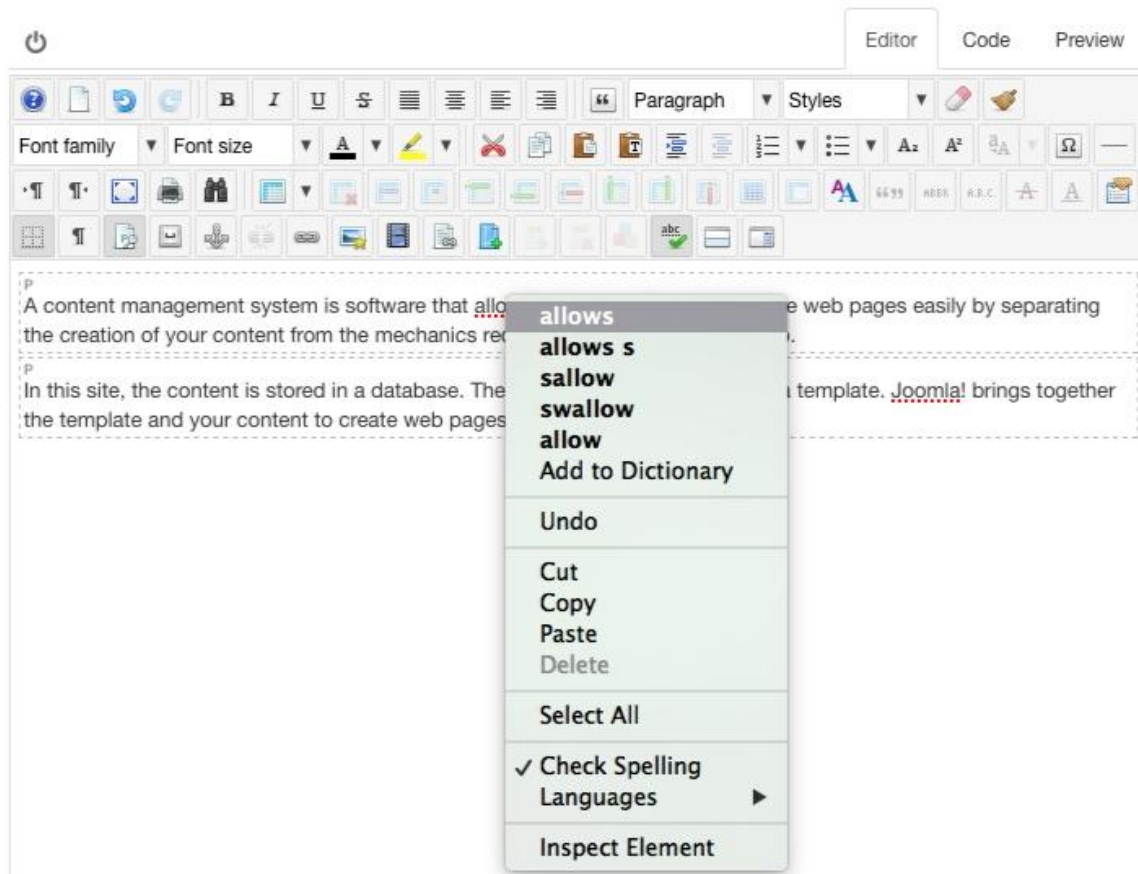
The Spellchecker function in JCE uses the browser's built-in spellcheck to check your content for spelling mistakes.

Spellcheck is disabled by default. To enable spellcheck, click the Spellcheck button. Misspelled words will be marked with a dotted red underline.



To correct a misspelled word, right-click on the word to show the browser context menu and select a suggested replacement.

When the spellcheck button is enabled, the editor context menu will be disabled to allow the browser context menu to be displayed instead.



[Retour au Sommaire](#)

## Icônes de l'éditeur

### ***Editor Buttons***

| <b>Name:</b>                                            | <b>Icon:</b> |
|---------------------------------------------------------|--------------|
| Help                                                    |              |
| Open the Editor<br>Help dialog                          |              |
| Undo                                                    |              |
| Undo the last<br>action                                 |              |
| Redo                                                    |              |
| Redo the last<br>action                                 |              |
| Bold                                                    |              |
| Apply or remove<br>a bold effect on<br>selected text.   |              |
| Italic                                                  |              |
| Apply or remove<br>italics to the<br>selected text      |              |
| Underline                                               |              |
| Apply or remove<br>an underline on<br>the selected text |              |
| Font Family<br>Select                                   |              |
| Set the font-<br>family on selected<br>text eg: Arial   |              |
| Font Size Select                                        |              |
| Set the font-size<br>on selected text<br>eg: 10px       |              |
| Style Select                                            |              |
| Select a CSS class<br>to apply to the                   |              |

**Name:**  
selected text or  
element. The  
Style List is  
poulated with the  
classes form your  
template  
stylesheet based  
on Proile  
parameters  
Strike Through

Apply or remove  
a strikethorough  
on the selected  
text  
Justify Full

Format selected  
text to full the  
width of the  
container element  
Justify Centre

Centre align text  
or elements  
Justfiy Left

Align selected  
text or elements  
left  
Justify Right

Align selected  
text or elements  
right  
Format Select

Apply a block  
format to the  
selected text or  
element, eg:  
Paragraph will  
wrap the selected  
text in a  
paragraph element  
New Document

**Icon:**

**Name:**

Clear the current document

Font Fore Colour

Change the colour of selected text

Font Background Colour

Apply and edit text background colour.

Unlink

Remove the link on the selected text or element

Indent

Indent the selected text or element

Outdent

Remove the indentation on the selected element

Blockquote

Insert or remove a Blockquote

Ordered List

Create an ordered list

Bullet List

Create a bullet (unordered) list

Anchor

Create and edit anchors

Character Map

Select a special

**Icon:**

**Name:**  
character from a  
dialog to insert  
Remove Format  
  
Remove  
Formatting on the  
selected text or  
element  
Horizontal Rule  
  
Insert a  
Horizontal Rule  
Subscript  
  
Apply or remove  
a subscript on the  
selected text. The  
text size will be  
reduced and the  
text set slightly  
below the normal  
line of type.  
Superscript  
  
Apply or remove  
a superscript on  
the selected text.  
The text size will  
be reduced and  
the text set  
slightly above the  
normal line of  
type.  
Visual Blocks  
  
Display a visual  
representation of  
block elements  
Visual Aid  
  
Toggle Visual  
Aids.  
Article Breaks  
  
Insert and edit  
Joomla!©  
Readmore and

**Icon:**

| <b>Name:</b>                                                              | <b>Icon:</b> |
|---------------------------------------------------------------------------|--------------|
| Pagebreak elements                                                        |              |
| AutoBackup                                                                |              |
| Automatically save drafts of the current article at regular intervals     |              |
| Code Cleanup                                                              |              |
| Cleanup HTML code                                                         |              |
| Directionality                                                            |              |
| Set the directionality on an element (eg: left-to-right or right-to-left) |              |
| Full Screen                                                               |              |
| Expand the editor to full the screen.                                     |              |
| Image Manager                                                             |              |
| Upload, delete, rename and insert images                                  |              |
| Layer                                                                     |              |
| Insert and edit floating DIV layer elements                               |              |
| Link                                                                      |              |
| Insert and edit links to articles, web pages, files or e-mail addresses.  |              |
| Non-Breaking Space                                                        |              |
| Insert a non-breaking space                                               |              |

| <b>Name:</b>                                                                                                   | <b>Icon:</b> |
|----------------------------------------------------------------------------------------------------------------|--------------|
| Paste                                                                                                          |              |
| Cut, Copy and Paste Tools.<br>Includes cleanup of Microsoft Word® content plain text paste options.<br>Preview |              |
| Preview the current article                                                                                    |              |
| Print                                                                                                          |              |
| Print the article contents                                                                                     |              |
| Search & Replace                                                                                               |              |
| Find and replace text in the article                                                                           |              |
| Source Code Editor                                                                                             |              |
| Edit the HTML source code of an article                                                                        |              |
| Spellchecker                                                                                                   |              |
| Spellchekcer using the Google Spell Checking service or as an interface for PSPell, Aspell or Enchant.         |              |
| Styles                                                                                                         |              |
| Edit the CSS styles on an element                                                                              |              |
| Tables                                                                                                         |              |
| Insert and Edit Tables. Includes tools for inserting, removing and                                             |              |

**Name:**  
merging cells and  
rows  
Text Case

**Icon:**

Change the case  
of the selected  
text. Options  
include Sentence  
case, Camel Case,  
UPPERCASE and  
lowercase.  
Visual Characters

Toggle Visual  
Characters. These  
include visual  
representations of  
non-breaking  
spaces.  
Toggle Toolbars

Show / Hide the  
toolbar rows  
below the row this  
button is in.  
Visual Characters

Toggle Visual  
Characters. These  
include visual  
representations of  
non-breaking  
spaces.  
Visual Blocks

Toggle Visual  
Blocks, a visual  
representation of  
block elements.  
XHTML Extras

Add additional  
properties on an  
element such as  
Insertion,  
Deletion,  
Acronym and

**Name:**

**Icon:**

Abbreviation.

[Retour au Sommaire](#)

## Remerciements Acknowledgements

JCE uses or has used the following libraries:

- [TinyMCE](#)
- [jQuery](#)
- [jQuery UI](#)
- [getID3](#)
- Fugue Icons Copyright © [Yusuke Kamiyamane](#). All rights reserved.

The JCE Project owes a debt of gratitude to the following organisations and individuals:

- [Joomla!](#) and the [Joomla! Core Team and Working Groups](#)
- The [Moxiecode](#) crew
- All those people who lent a hand in some way, either through contributing a language pack or answering a question or two on the forums
- All the JCE Subscribers

[Retour au Sommaire](#)

## Licence

- The JCE Editor (all versions) is released under the [GNU/GPL 2](#) or later licence.
- [TinyMCE](#) , the javascript wysiwyg editor control included with JCE, is licenced under the [LGPL 2 licence](#)
- The [GetID3](#) library is licenced under the GNU/GPL 2 licence.
- Fugue Icon set are Copyright © [Yusuke Kamiyamane](#). All rights reserved. Licensed under a [Creative Commons Attribution 3.0 license](#).
- jQuery is licenced using the MIT licence - <http://www.opensource.org/licenses/mit-license.php>

[Retour au Sommaire](#)

## Conclusion

L'aide en ligne disponible est en anglais.

Pour la consulter, il faut ouvrir chaque page une à une en se guidant sur le sommaire.

Ce document présente l'ensemble des pages, ce qui permet de les consulter plus rapidement.

Il permet de faire rapidement des recherches dans l'ensemble du texte.

Une version en français serait la bienvenue.

[Retour au Sommaire](#)

## Références

**Editeur wysiwyg JCE pour Joomla!** : <https://www.sarki.ch/jce/>

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