

Lytix & Cubis



WEBSITE DOCUMENTATION

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1. Posts

1.1. Category

When creating a new post, it is important to add the correct category. This will decide where the post will be shown on the website!

There are currently 4 different categories:

- Blog
- Life at Cubis/Lytix
- Event
- Job

Blog items will be shown on the academy page. The latest blog item will also be shown at the home page.

[read all articles >](#)

Knowledge sharing

Microsoft Ignite – The official Lytix Recap

Microsoft Ignite, the most prominent technology innovation event of the year, hosted by Microsoft, is just around the corner. Who else than Lytix to keep you up-to-date with the most recently launched releases in the world of Microsoft?

[Read full story](#)

Lesson learned at the customer: Merging two tables to calculate On Time In Full (OTIF). [Part III]

Wow! Already the last part of our OTIF blog series! 🎉 In this third blog, Tibo Vandermeersch will discuss how to get the end result of the time aspect of OTIF! 📊🔥
#OTIF #Microsoft #Analytics

[Read full story](#)

Lesson learned at the customer: Merging two tables to calculate On Time In Full (OTIF). [Part II]

Curious about the next part of our OTIF blog series? 🤔 In this second article, Tibo Vandermeersch will continue where he brings everything together in one table to make OTIF calculations. 📊🔥 #OTIF #Microsoft #Analytics

[Read full story](#)

Read our latest blogpost

Microsoft Ignite – The official Lytix Recap


Microsoft Ignite, the most prominent technology innovation event of the year, hosted by Microsoft, is just around the corner. Who else than Lytix to keep you up-to-date with the most recently launched releases in the world of Microsoft?

[Read More](#)

Life at Cubis/ Lytix items can be found on the about us page.

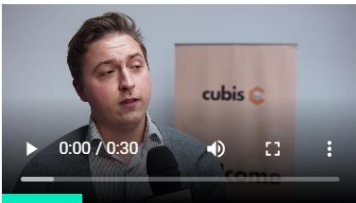
[see all stories >](#)

Our people



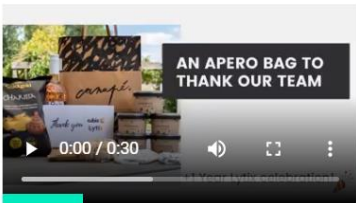
0:00 / 0:17

Care to join team Lytix



0:00 / 0:30

Because family matters



0:00 / 0:30

Appreciation is the currency of success

[Event items](#) will also be shown on the academy page.

Upcoming events

[see all events](#) >

Building a Data Lake House in Azure with Azure Synapse

April 8, 2021 15:00

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nunc nec ante et eros fringilla consectetur. Ut ultricies massa in tellus mollis, scelerisque porttitor augue sollicitudin. Ut dignissim sagittis erat,

[Subscribe here](#)

Case 'Nationale Loterij'

May 13, 2021 12:00

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nunc nec ante et eros fringilla consectetur. Ut ultricies massa in tellus mollis, scelerisque porttitor augue sollicitudin. Ut dignissim sagittis erat,

[Subscribe here](#)

PowerApps

July 14, 2021 13:00

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nunc nec ante et eros fringilla consectetur. Ut ultricies massa in tellus mollis, scelerisque porttitor augue sollicitudin. Ut dignissim sagittis erat,

[Subscribe here](#)

[Jobs](#) will go to the job page.

Don't find the perfect title, but still want to join? **Apply spontaneously!**

Junior Data Talents

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nunc nec ante et eros fringilla consectetur. Ut ultricies massa in tellus mollis, scelerisque porttitor augue sollicitudin. Ut dignissim sagittis erat,

[Read More](#)

Data Scientist Talents

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nunc nec ante et eros fringilla consectetur. Ut ultricies massa in tellus mollis, scelerisque porttitor augue sollicitudin. Ut dignissim sagittis erat,

[Read More](#)

MS SQL Server BI Talents

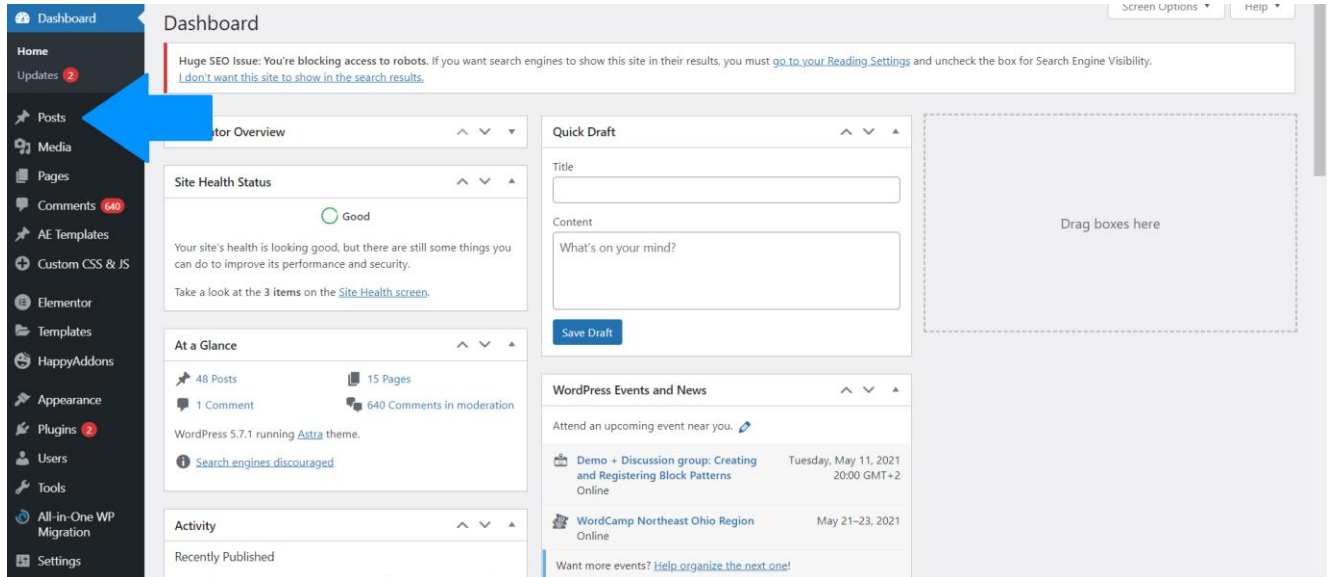
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nunc nec ante et eros fringilla consectetur. Ut ultricies massa in tellus mollis, scelerisque porttitor augue sollicitudin. Ut dignissim sagittis erat,

[Read More](#)

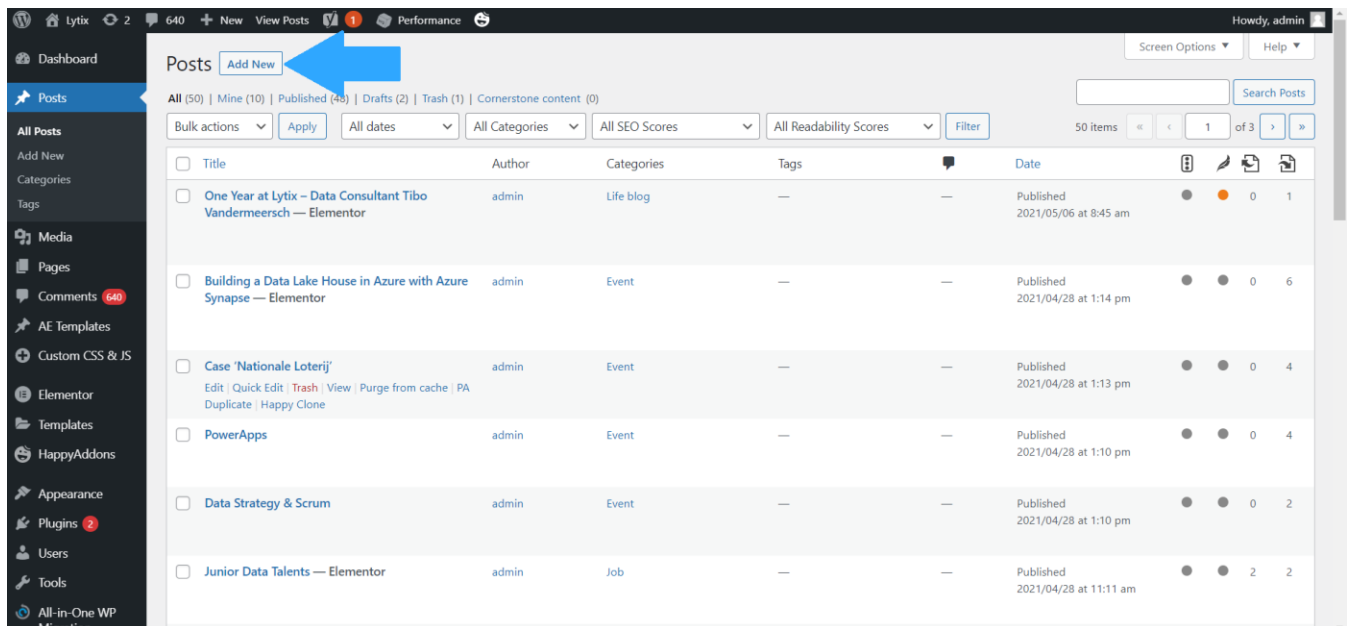
2. Creating a blogpost

2.1. Creating a new blogpost

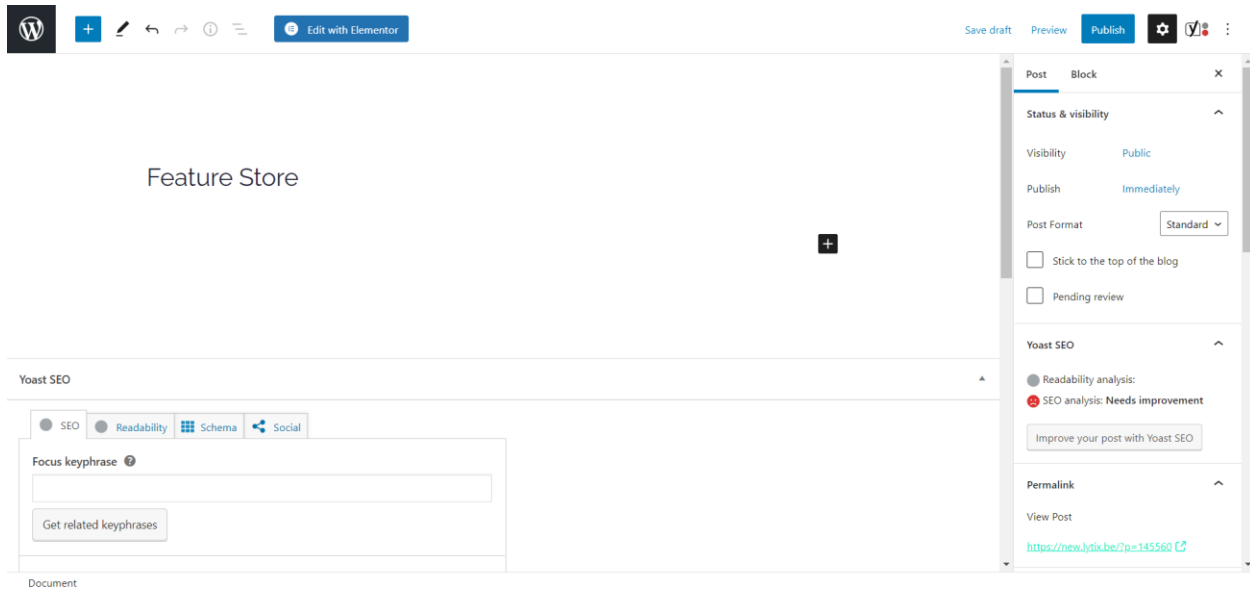
When you are at the dashboard of the site, go to the [Posts](#) tab.



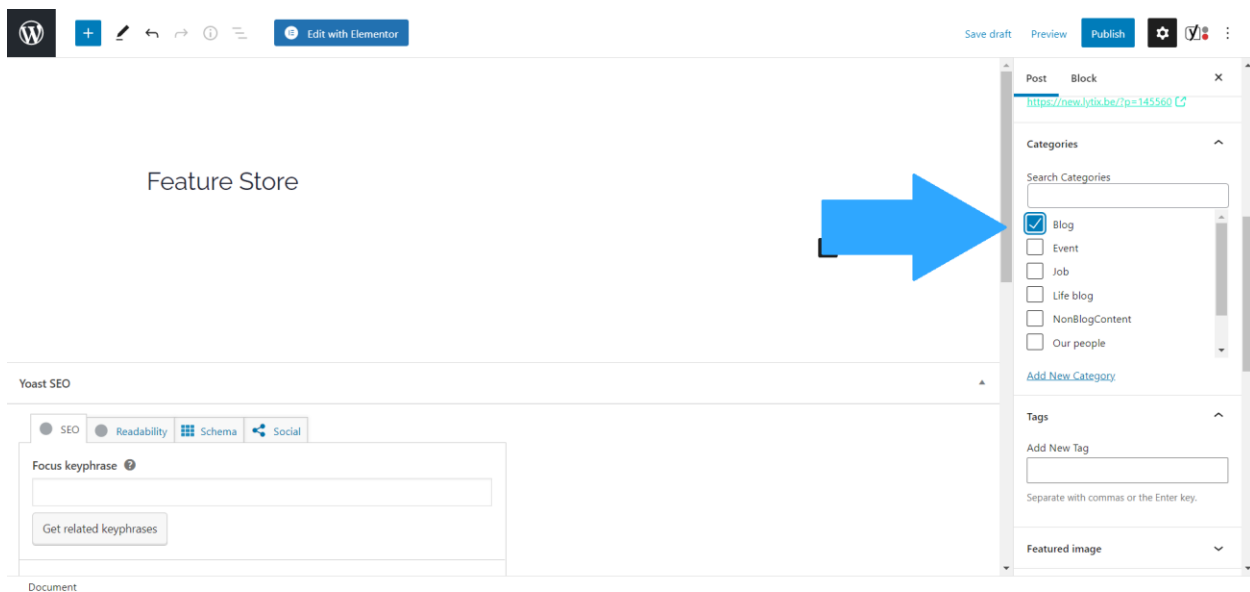
After you selected the posts tab, click 'Add new'.



Start by typing the title of the blog. (In this case it is called 'Feature Store')

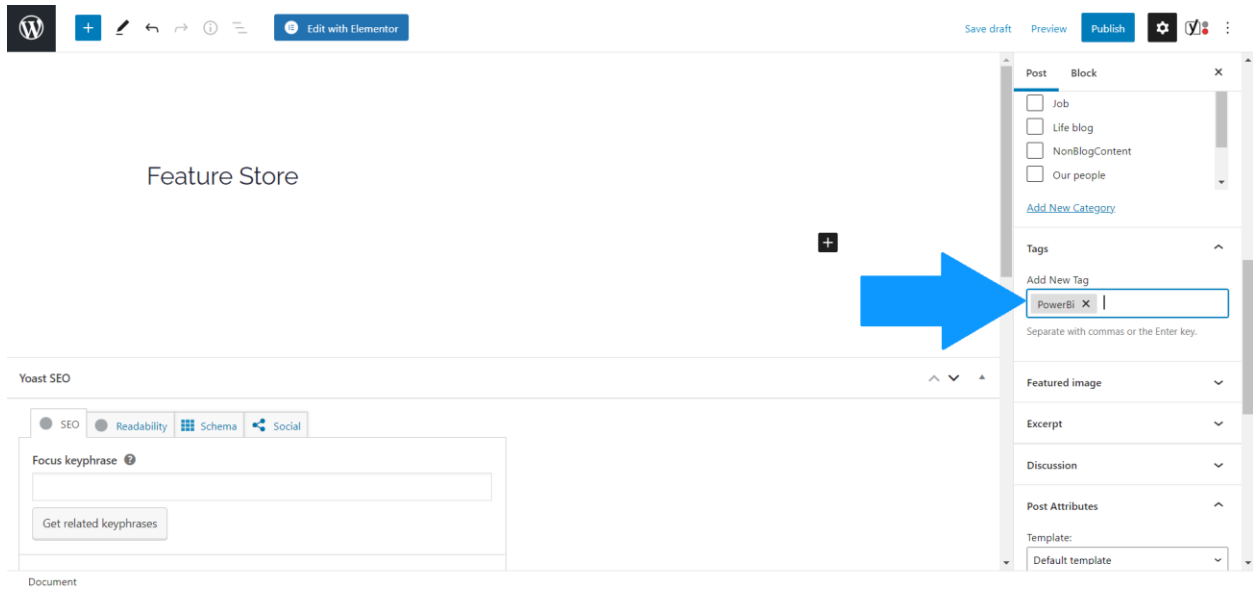


Then give the post the correct category. This is done by scrolling down on the right sidebar until you see 'Categories'.

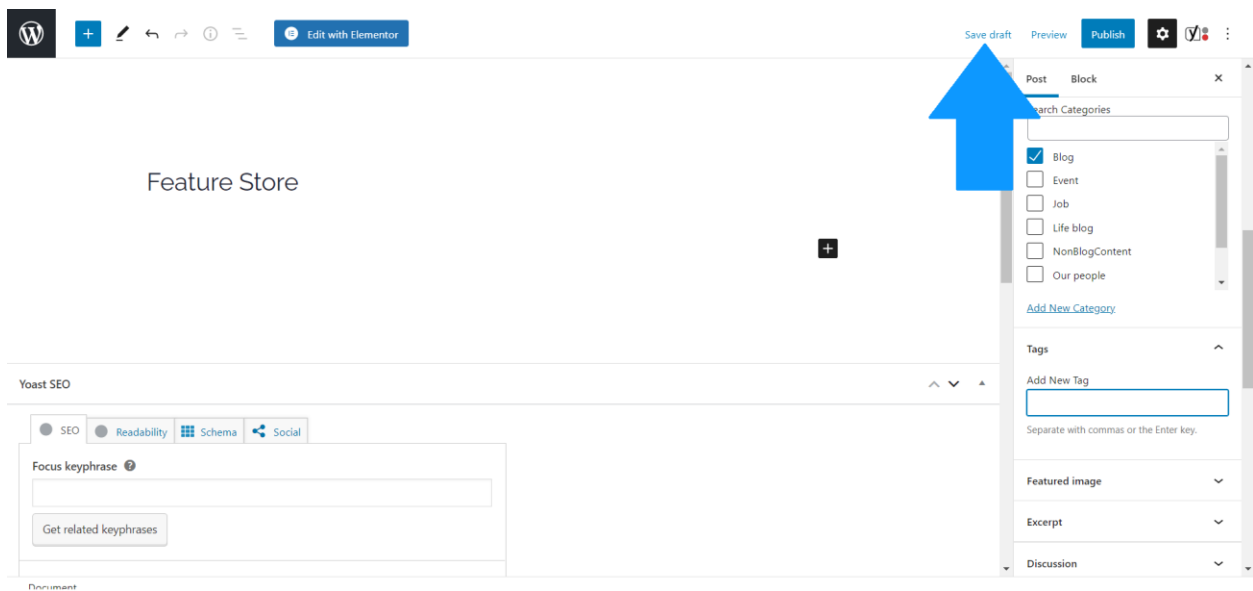


Then select the **Blog** checkbox.

To make it easier for readers to search/filter blogs, you can add [tags](#) to your post.

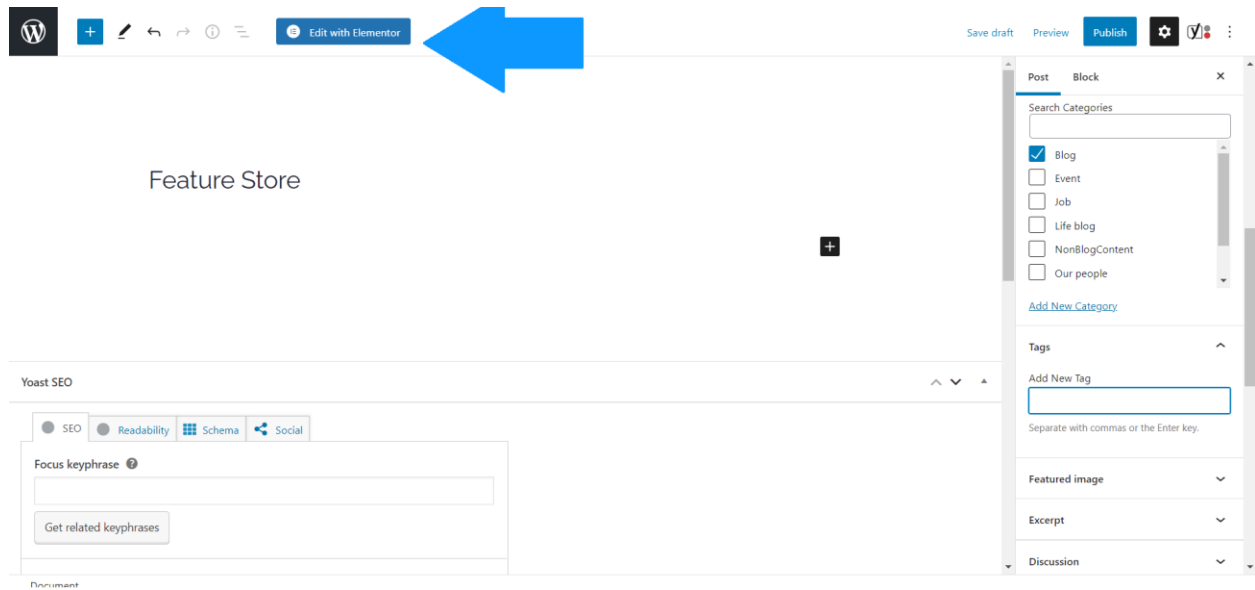


After you add the [title](#), [category](#) and [tags](#). Click on 'Safe draft'.

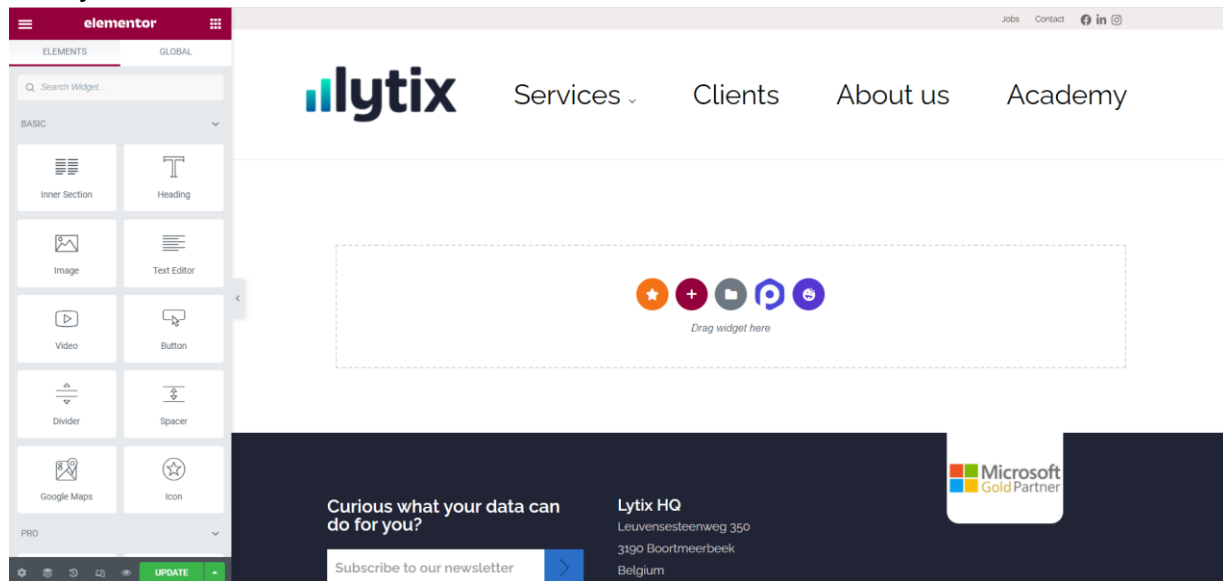


2.2. Adding template

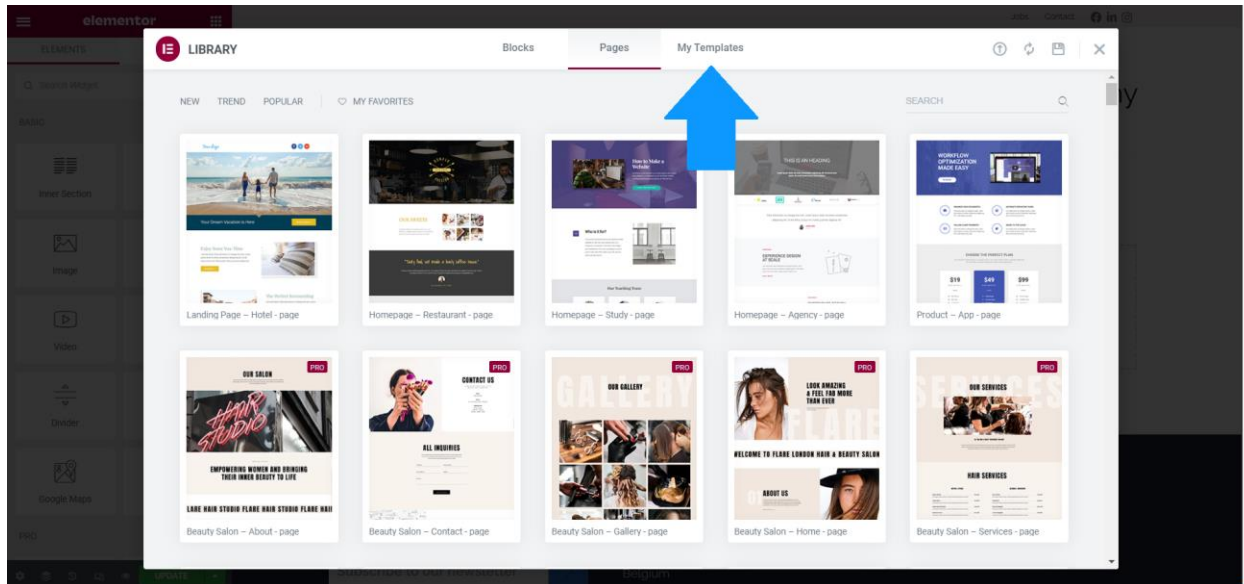
After creating the blog post and saving the draft, you can start editing the post by clicking on 'Edit with Elementor'.



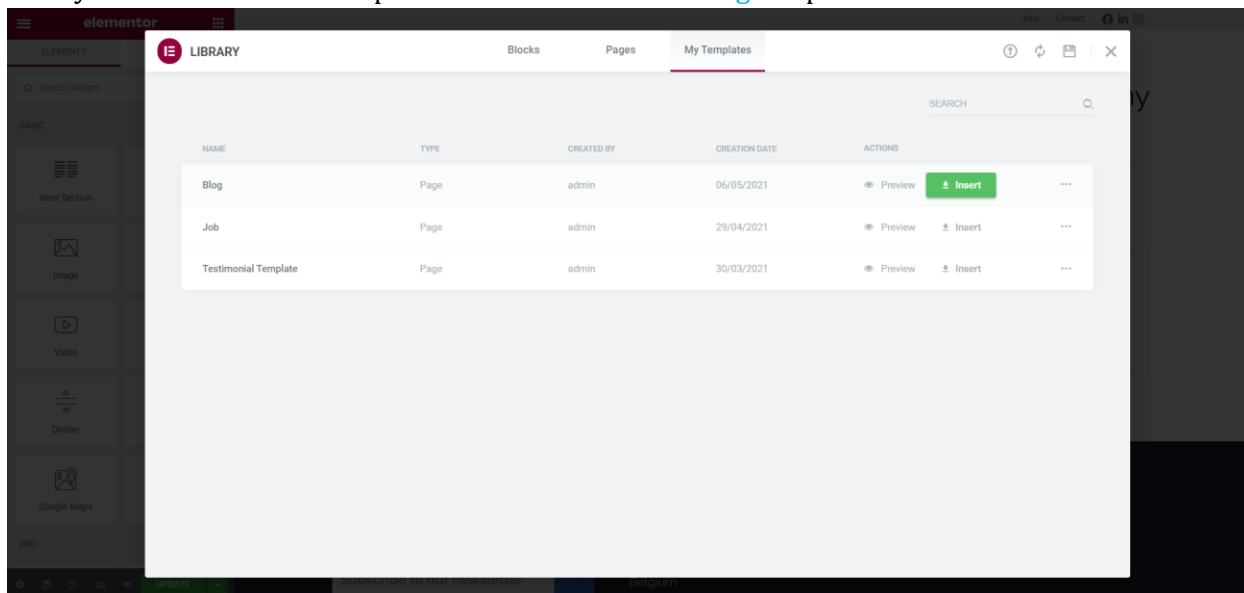
Then you will see this screen.



Click on this [gray icon](#)  in the middle.
Then click on 'My templates'.



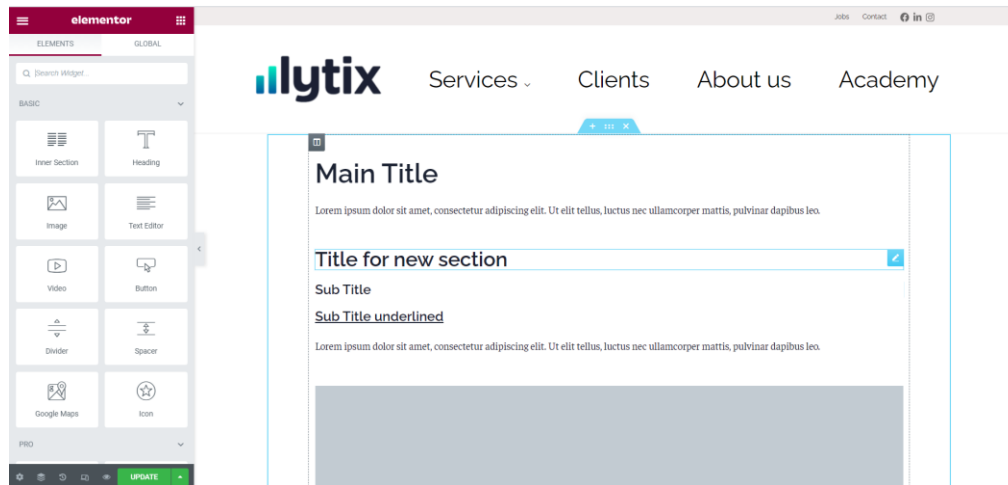
Here you will see several templates. Click insert on the [Blog](#) template.



When a pop-up appears, click [Yes](#).

2.2.1. Using template/Elementor

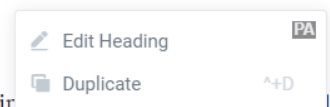
The template normally holds all items needed to create a blog post.



If you need the same item multiple times, right click on the item you need

Main Title

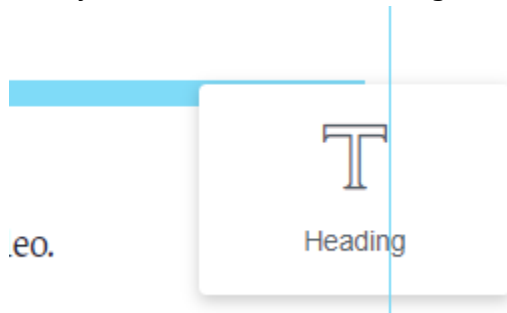
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut elit tellus, luctus nec ullamcorper mattis, pulvinar dapibus leo.



And press **Duplicate**.

Then you can drag the duplicated item to the correct position.

Dragging an item can be done by clicking and holding this icon. Once you clicked it and are holding it, a box with the item will appear.

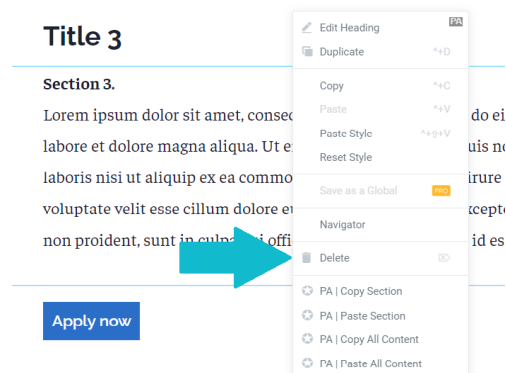


From there, just drag the box to where it needs to be.

If you need other items than the ones provided, Search the item you need on the left and drag them into the template.

2.2.1.1. Deleting items

To delete unnecessary items, **right click** on the item you want to delete.

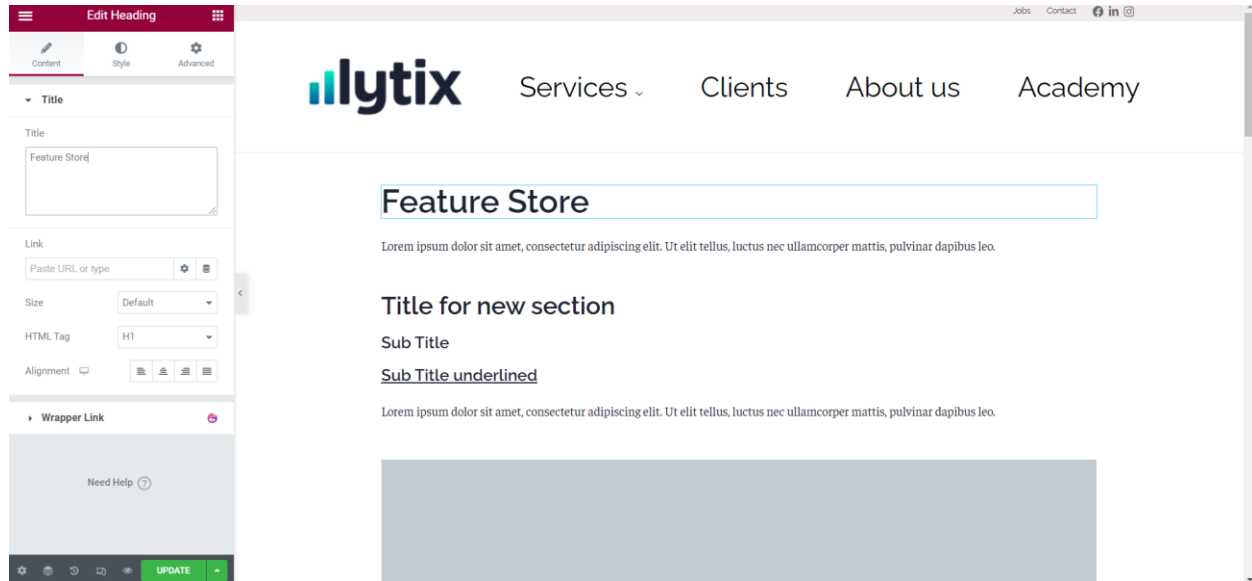


And then press the **Delete** option

2.3. Edit items

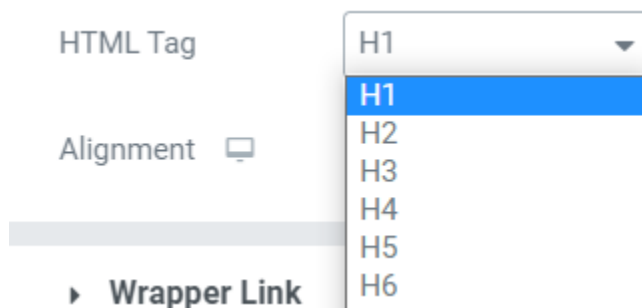
- I. Click on the item you want to edit.
- II. The sidebar on the left will change to that item.

2.3.1. Titles



The font and font size are preset so you don't need to worry about that.

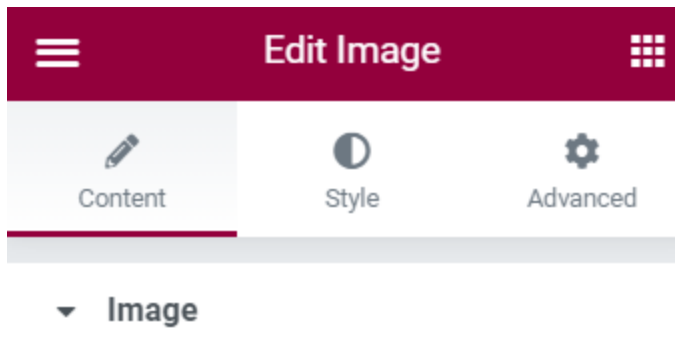
If you want to change the title size, click on the dropdown menu at HTML tag and select a preferred size.



2.3.2. Images

To add a new image to your blog, Click on the image placeholder. This will open the image editor on the left.

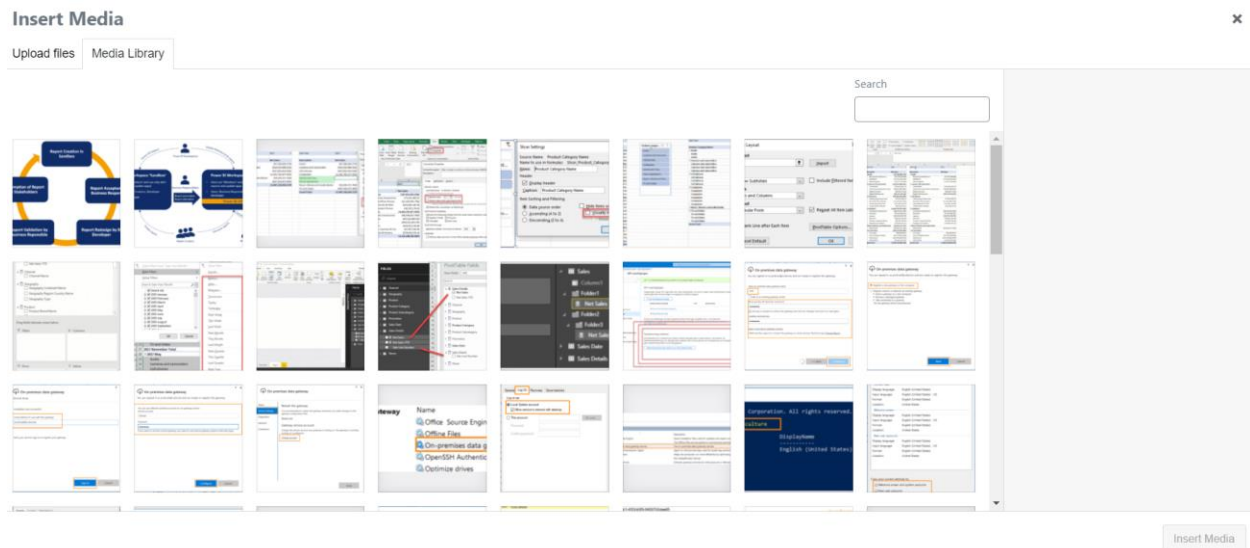
To add your image, click on the small image box on the left



Choose Image

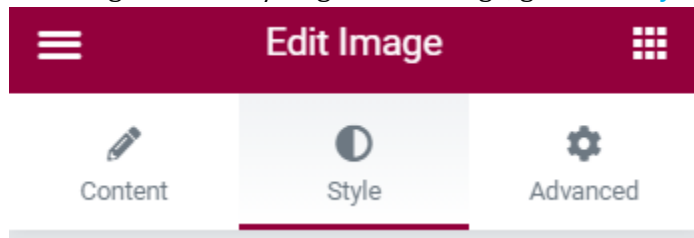


Here you can select an image that has previously been used, or upload a new image.

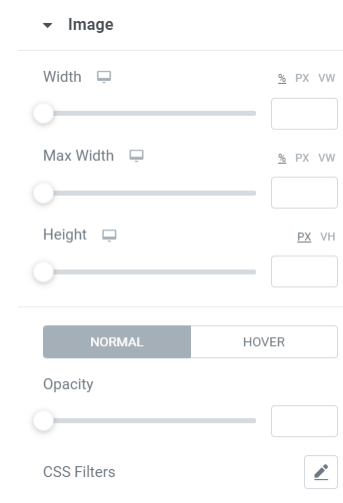


To upload an image, go to the upload files tab and select the image you need.

To change the width/height of an image, go to the [Style](#) tab in the editor on the left.



Here you can edit the width, height, opacity and border radius of the image.



2.3.2.1. Pop-up image

If u want the image to enlarge when you click on it.

Go to the [content](#) tab of the image editor.

At the [Link](#) selector, select [Media file](#).

Link	<div>Media File ▼</div>
Lightbox	<div>Default ▼</div>

The lightbox value can stay on default.

2.3.3. Video

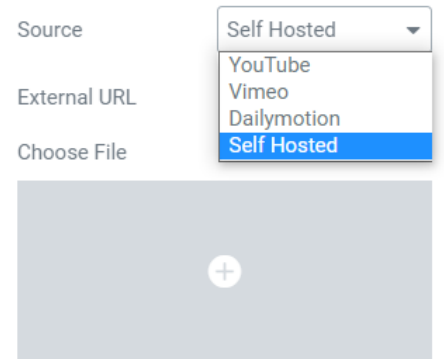
To add a video to your post, Click on the video placeholder to open the editor.



There you can select if the video will be from Youtube, Vimeo, Dailymotion or self hosted.

If the video is not self hosted, enter the url in the given area.

If the video is self hosted, click inside the editor on choose file. And add the video you need.

A form for adding a video. It includes a 'Source' dropdown menu with options: 'Self Hosted' (selected), 'YouTube', 'Vimeo', and 'Dailymotion'. Below the dropdown are two input fields: 'External URL' and 'Choose File'. At the bottom is a large grey rectangular area with a white plus sign in the center, likely for video preview or file upload.

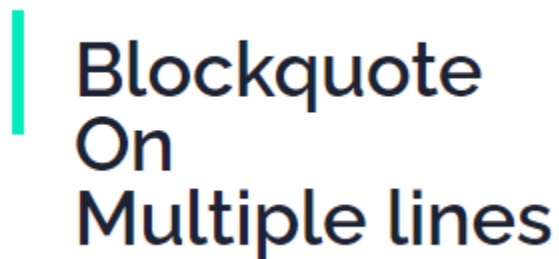
2.3.4. Blockquote

Blockquotes can be added by using this placeholder.

Change the text by clicking on the placeholder text.



If it is a quote on multiple lines like shown below:



You can edit the blue line beside the blockquote.

Click on the blue line.

Go to the [Advanced](#) tab.



Go to [Padding – top](#)

Content Advanced

▼ Advanced

Margin PX EM % REM

0	0	0	0	
TOP	RIGHT	BOTTOM	LEFT	

Padding PX EM % REM

10				
TOP	RIGHT	BOTTOM	LEFT	

And change this value to change the length of the blue line.

If the line needs to be thinner or larger, play with the padding right setting.

2.3.5. Code

Go to the code placeholder.

Enter code here

This is a text editor with a preformatted code block. Change the text placeholder with the necessary code.

2.3.6. Signature

At the end of your post, you can add some information about yourself.



Name of writer

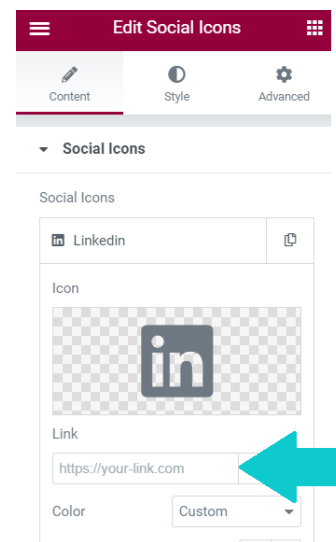
Some info about the person.



To add a picture, click the picture on the left of the placeholder and choose a photo of yourself.

On the right you can add your name in the name placeholder and some info about yourself in the text editor.

To add your LinkedIn profile, click on the icon. the editor will open for socials. Enter the link of your profile in this area.



2.4. Publish post

To **publish** your post, press the **publish button** on the bottom left



To see how the post looks during or after editing, press the **eye** symbol next to the publish button

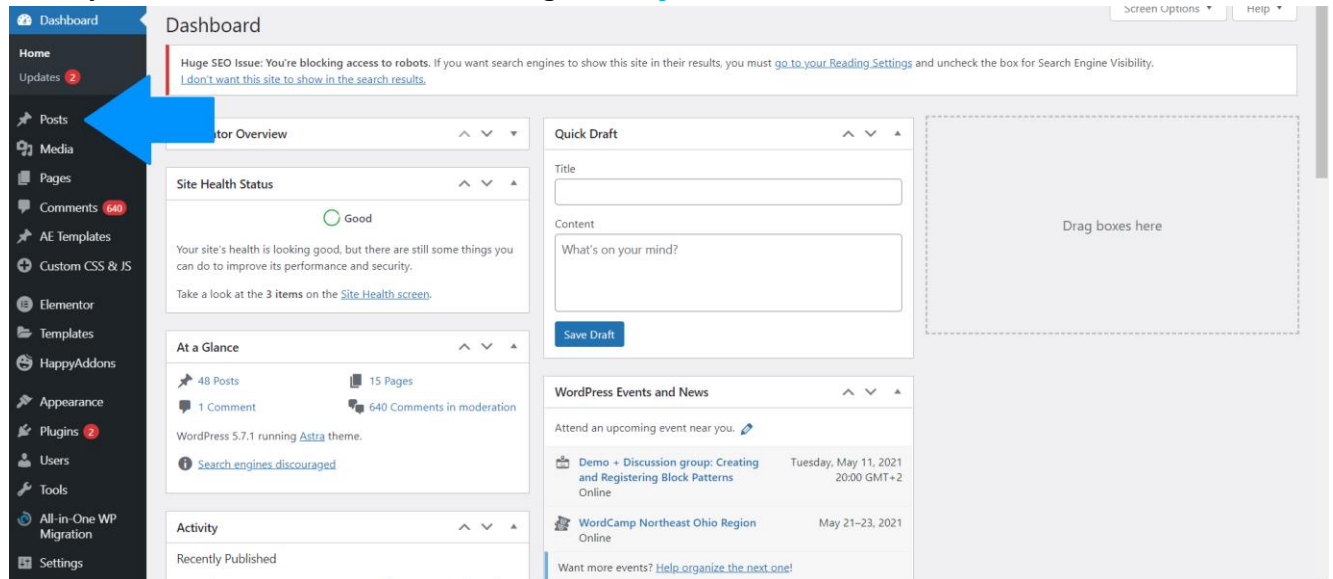


This will load a live preview in a new tab.

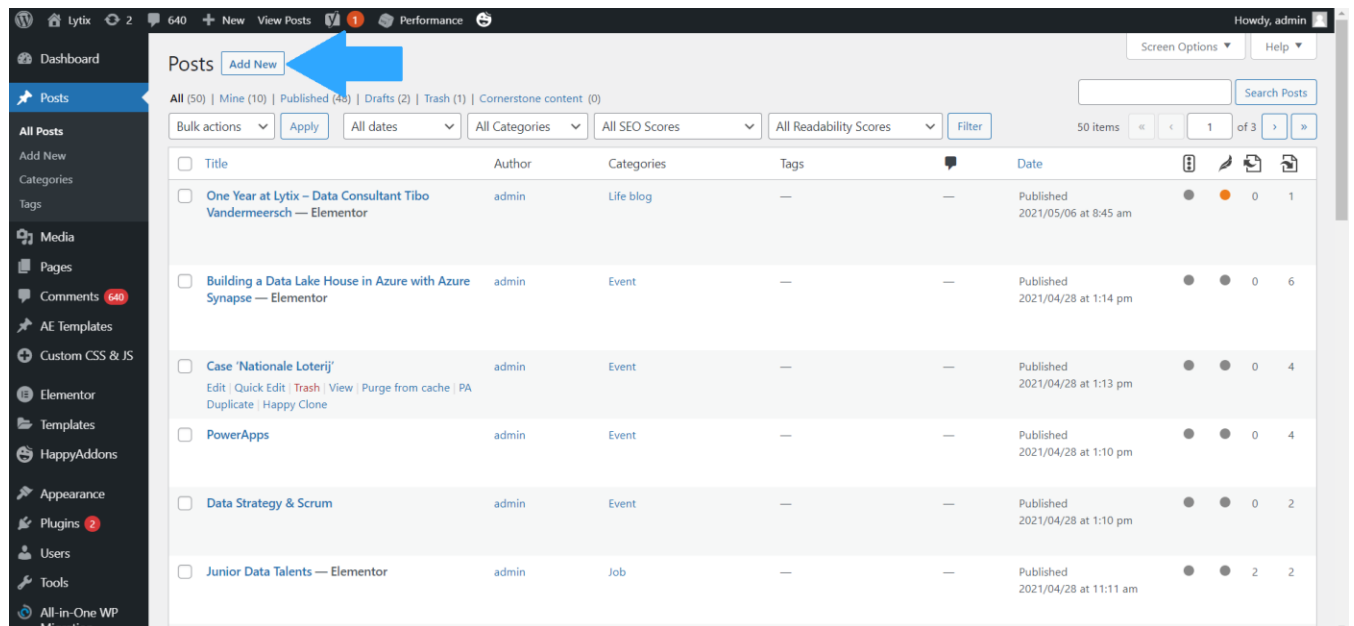
3. Creating new jobs

3.1. Creating a new job offer

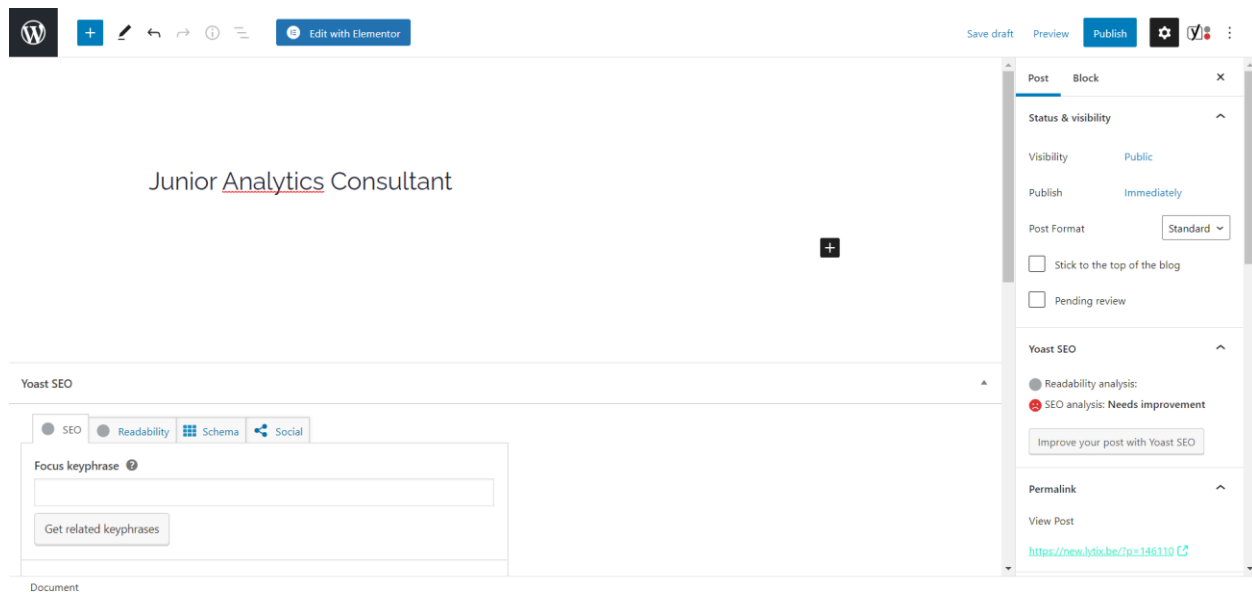
When you are at the dashboard of the site, go to the **post** tab.



After you selected the post tab, click 'Add new'.

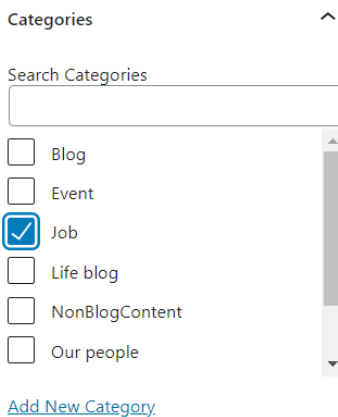


Start by typing the title of the job offer. (In this case it is called 'Junior Analytics Consultant')

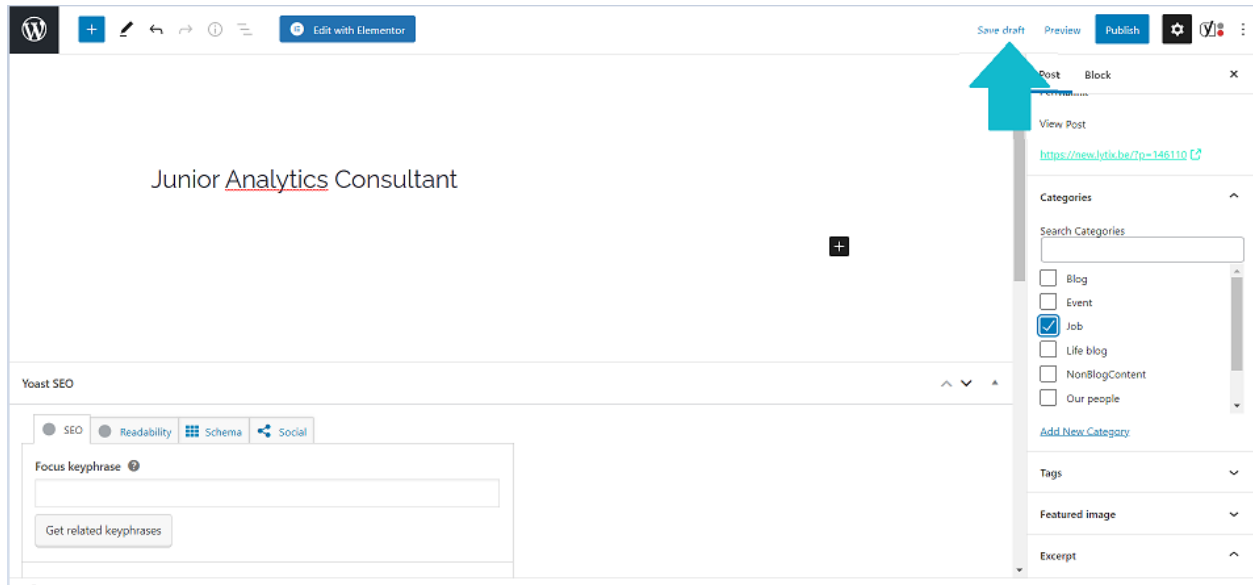


Then give the post the correct category. This is done by scrolling down on the right sidebar until you see 'Categories'.

Then select the **Job** checkbox.

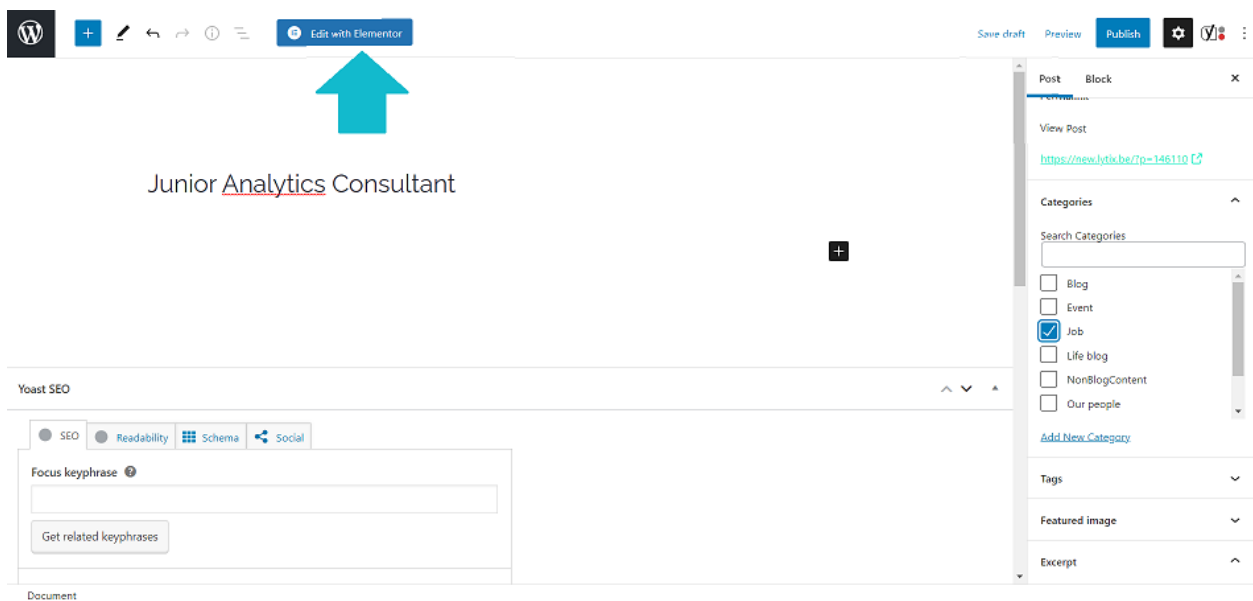


After you added the [title](#) & [category](#). Click on 'Safe draft'.

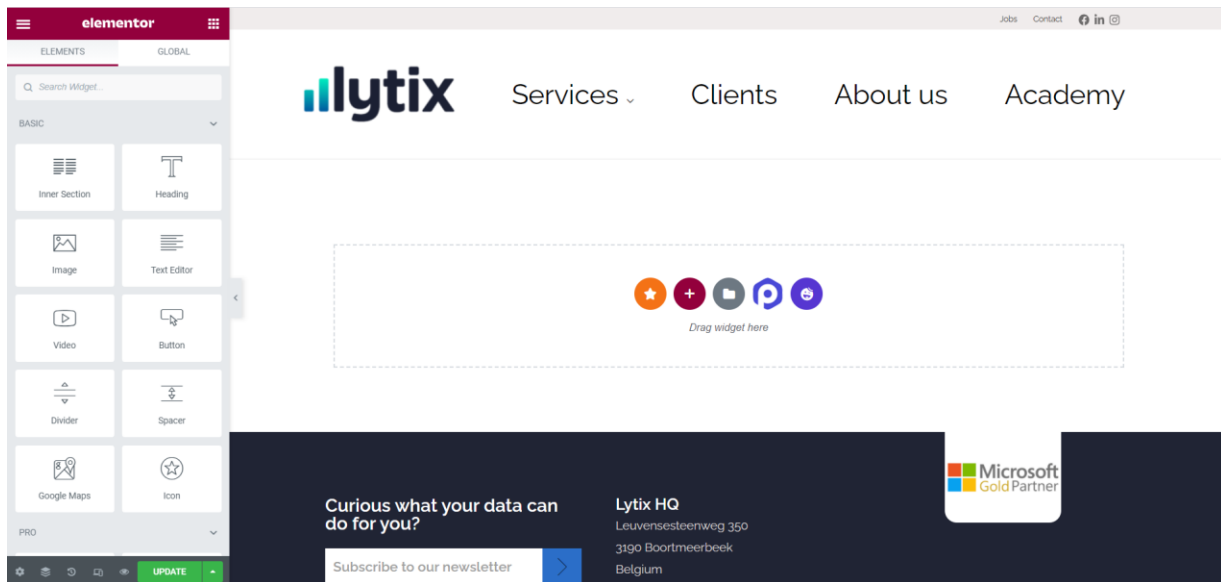


3.2. Adding job template

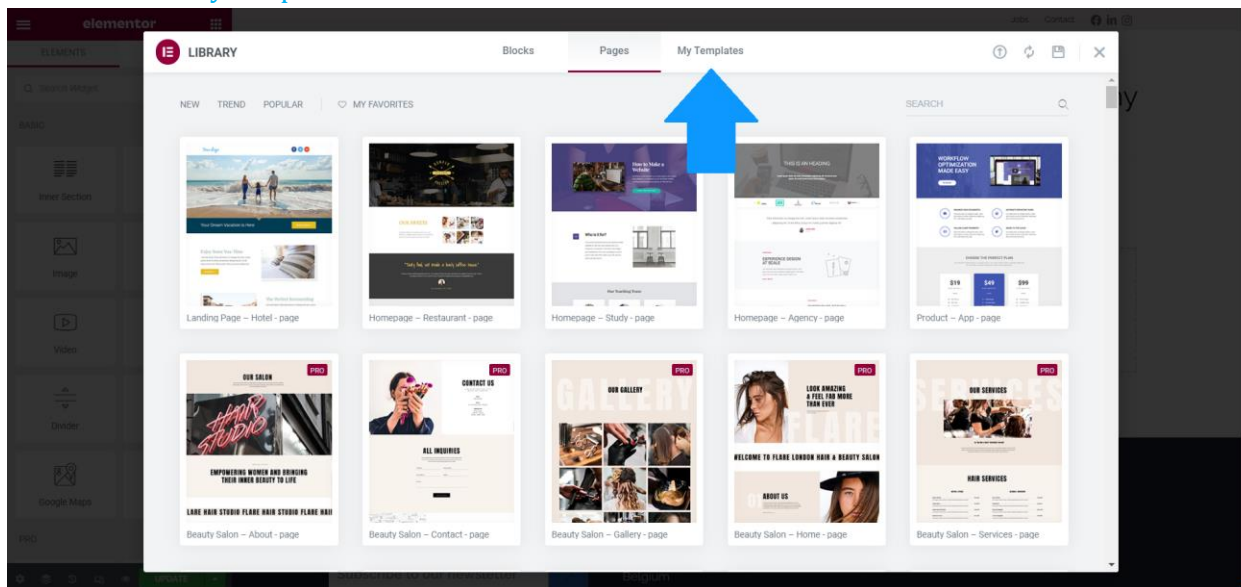
After creating the job offer and saving the draft, you can start editing the offer by clicking on 'Edit with Elementor'.



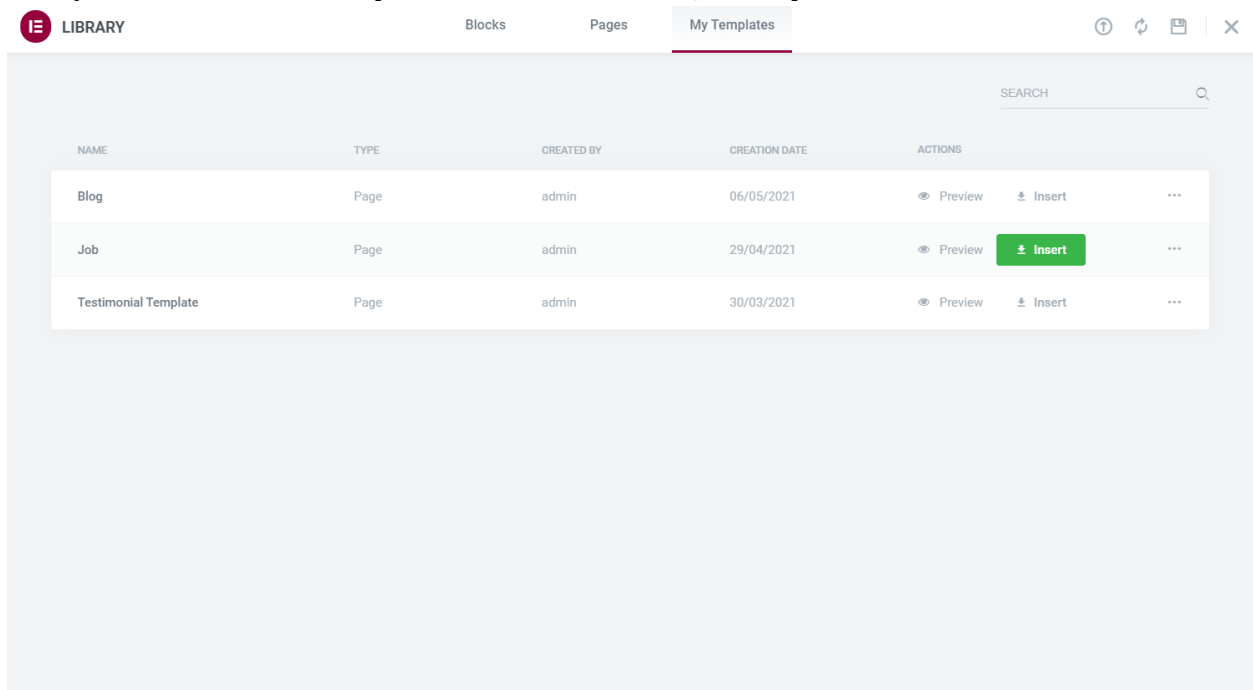
Then you will see this screen.



Click on this [gray icon](#)  in the middle. Then click on 'My templates'.



Here you will see several templates. Click insert on the [Job](#) template.



NAME	TYPE	CREATED BY	CREATION DATE	ACTIONS
Blog	Page	admin	06/05/2021	Preview Insert ...
Job	Page	admin	29/04/2021	Preview Insert ...
Testimonial Template	Page	admin	30/03/2021	Preview Insert ...

When a pop-up appears, click [Yes](#).

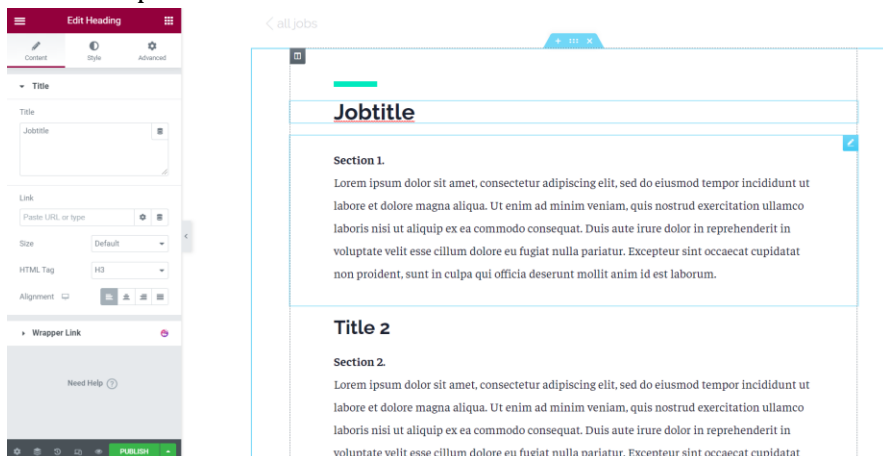
Note: The template already has the form for application build-in. So no need to worry about any forms.

The form is applied under the '[Apply](#)' button.

3.3. Changing placeholders

To change the placeholders, click on the item you want to change.

This will open the editor on the left.



Edit Heading

Content Style Advanced

Title

Title

Jobtitle

Link

Paste URL or type

Size Default

HTML Tag H3

Alignment

Wrapper Link

Need Help

PUBLISH

< all jobs

Jobtitle

Section 1.

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.

Title 2

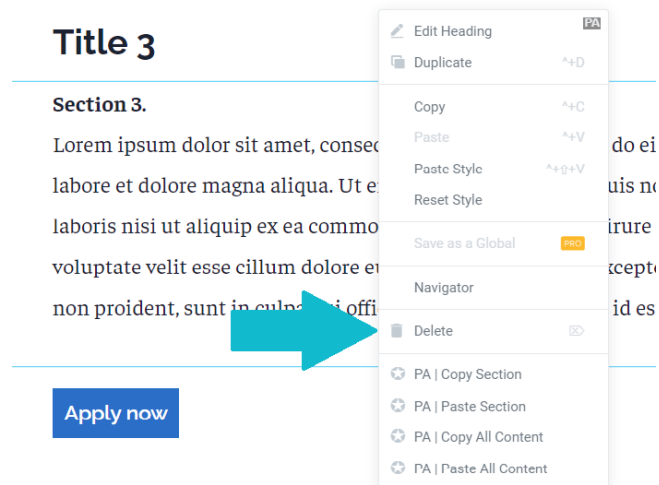
Section 2.

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

Here you can change the placeholder text.

3.4. Removing placeholders

To delete unnecessary items, [right click](#) on the item you want to delete.




And then press the [Delete](#) option.

3.5. Publishing job offer

To [publish](#) your post, press the [publish button](#) on the bottom left



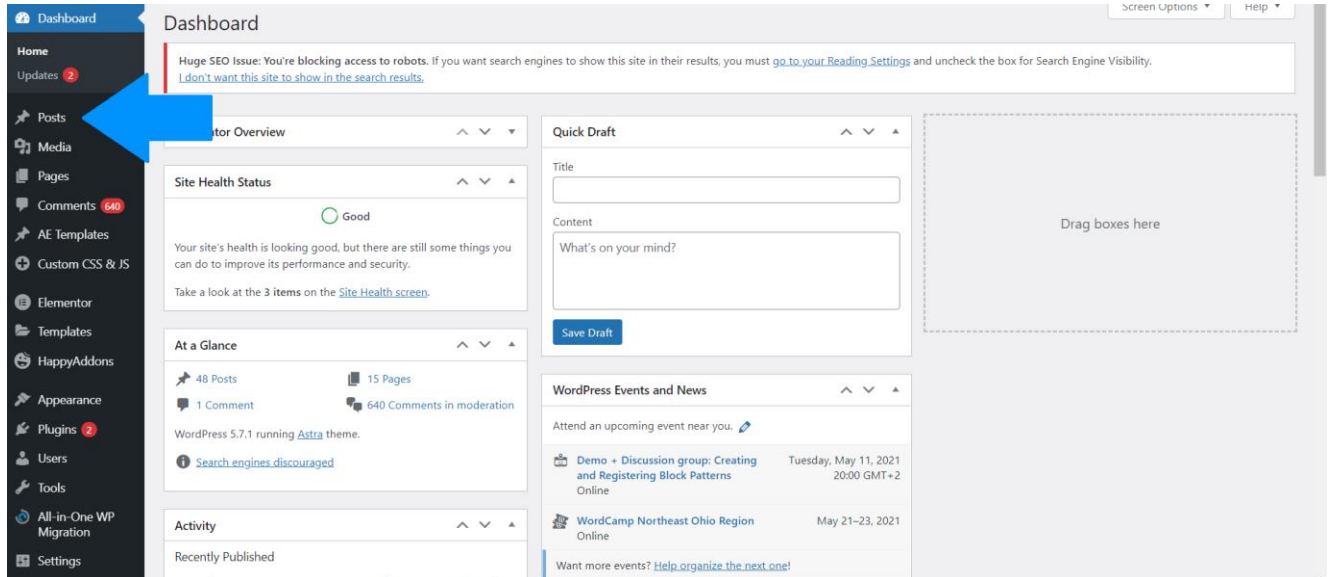
To see how the post looks during or after editing, press the [eye](#) symbol  next to the publish button

This will load a live preview in a new tab.

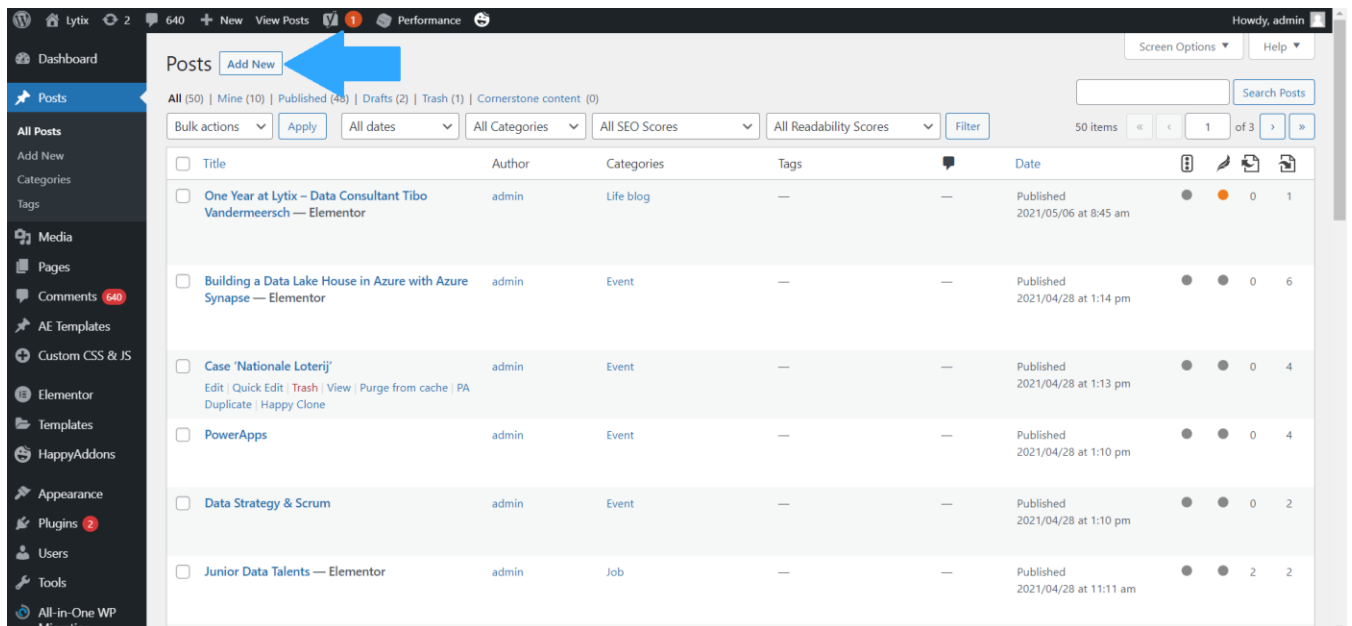
4. Creating new events

4.1. Creating a new event

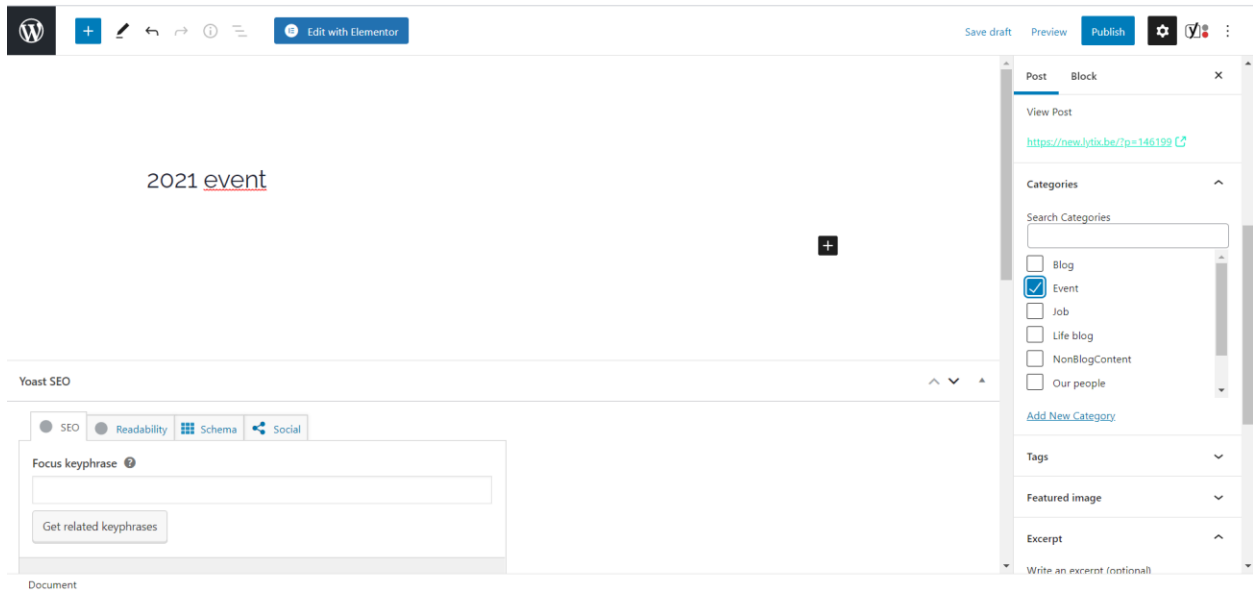
When you are at the dashboard of the site, go to the **post** tab.



After you selected the post tab, click 'Add new'.



Start by typing the title of the event.



Then give the post the correct category. This is done by scrolling down on the right sidebar until you see 'Categories'.

Then select the **Event** checkbox.

Categories

Search Categories

☐ Blog

☒ Event

☐ Job

☐ Life blog

To add an event date, scroll down on the right sidebar until you see the [Event date](#) box

Event date



EventDate

Click on the area and select the date of the event.

⌂

May ▼

2021 ▼

⌂

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Time

17

:

00

:

00

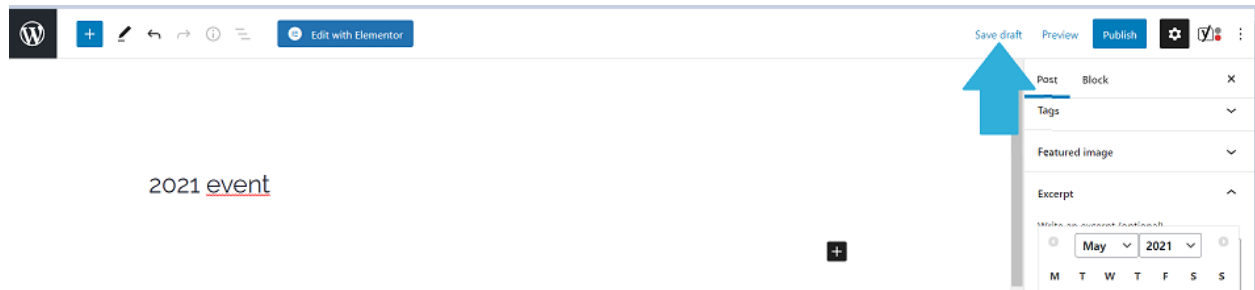
NowDone

May 27, 2021 17:00

Note: If you just want the date and no hour. Simple remove the hour by selecting it and removing it

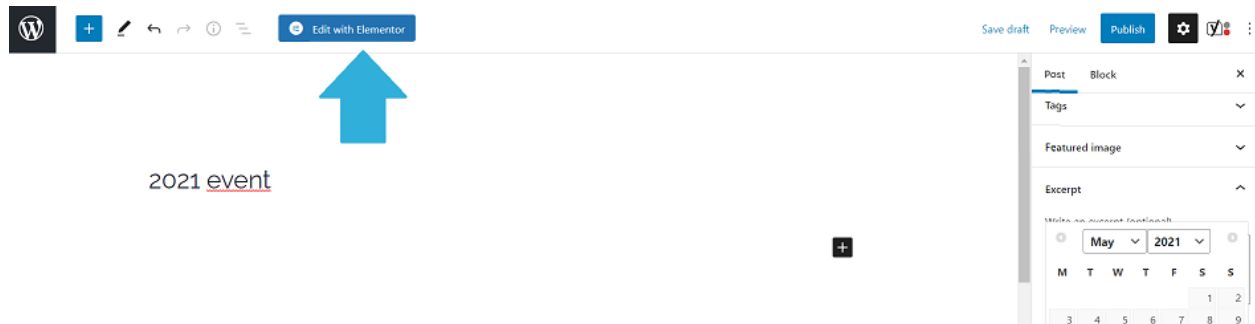
in the bottom area .

After you added the [title](#), [category](#) & [Event Date](#). Click on 'Save draft'.

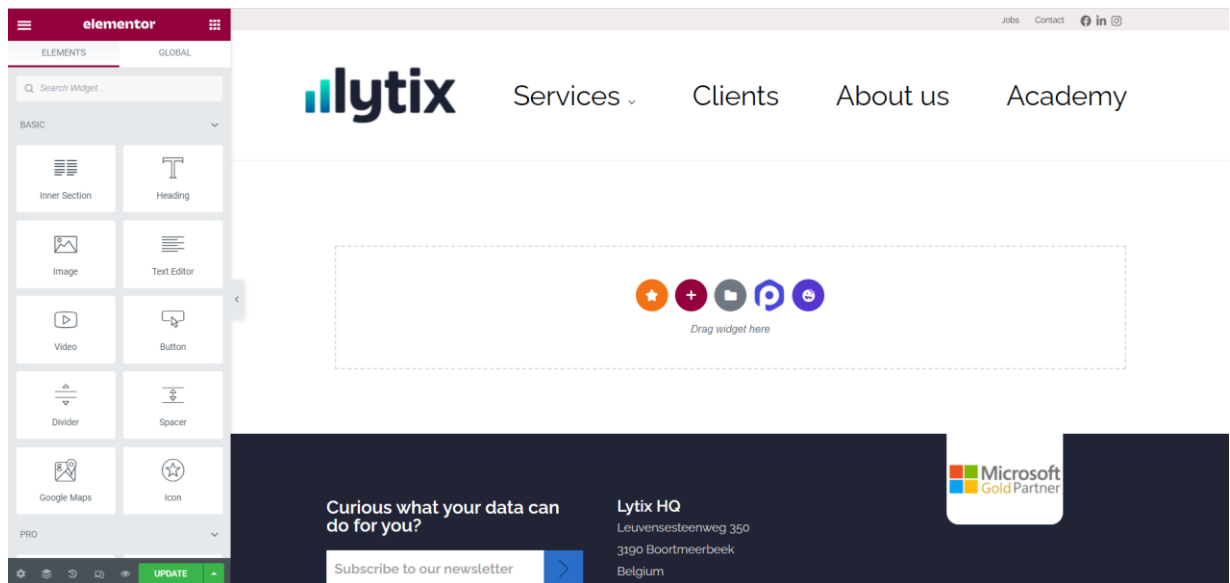


4.2. Adding event template

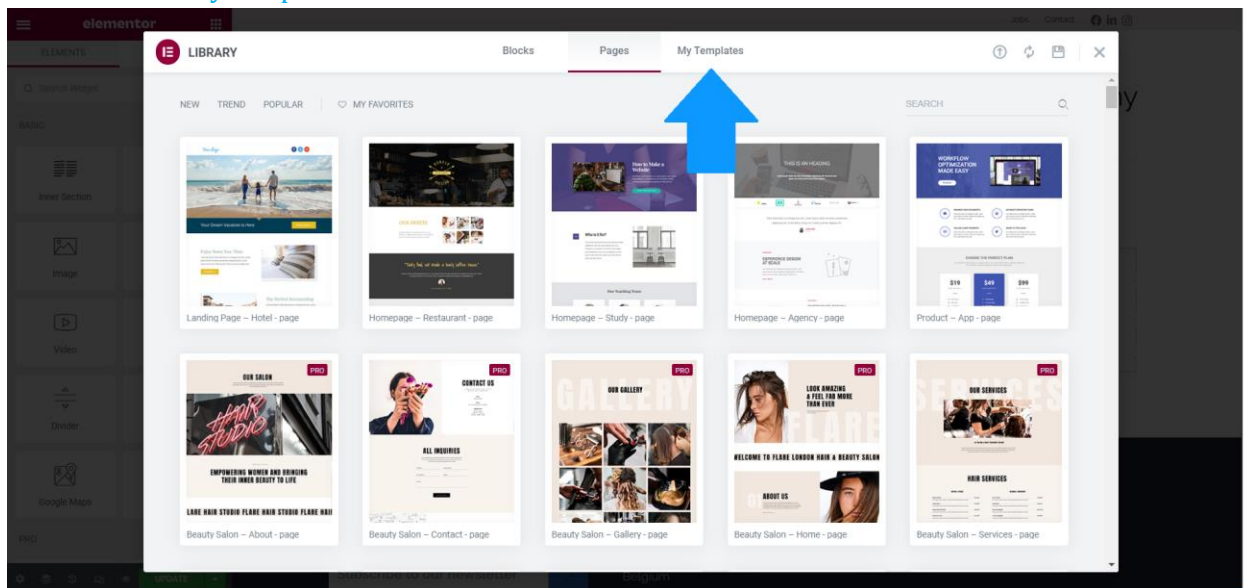
After creating the event and saving the draft, you can start editing the offer by clicking on 'Edit with Elementor'.



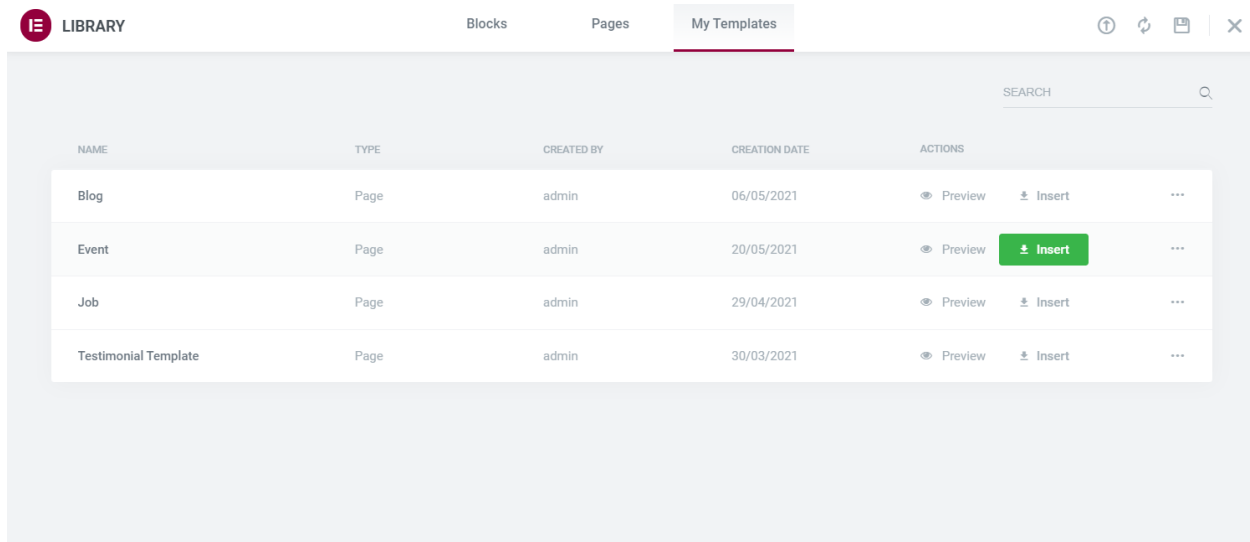
Then you will see this screen.



Click on this  in the middle.
Then click on 'My templates'.



Here you will see several templates. Click insert on the [Event](#) template.

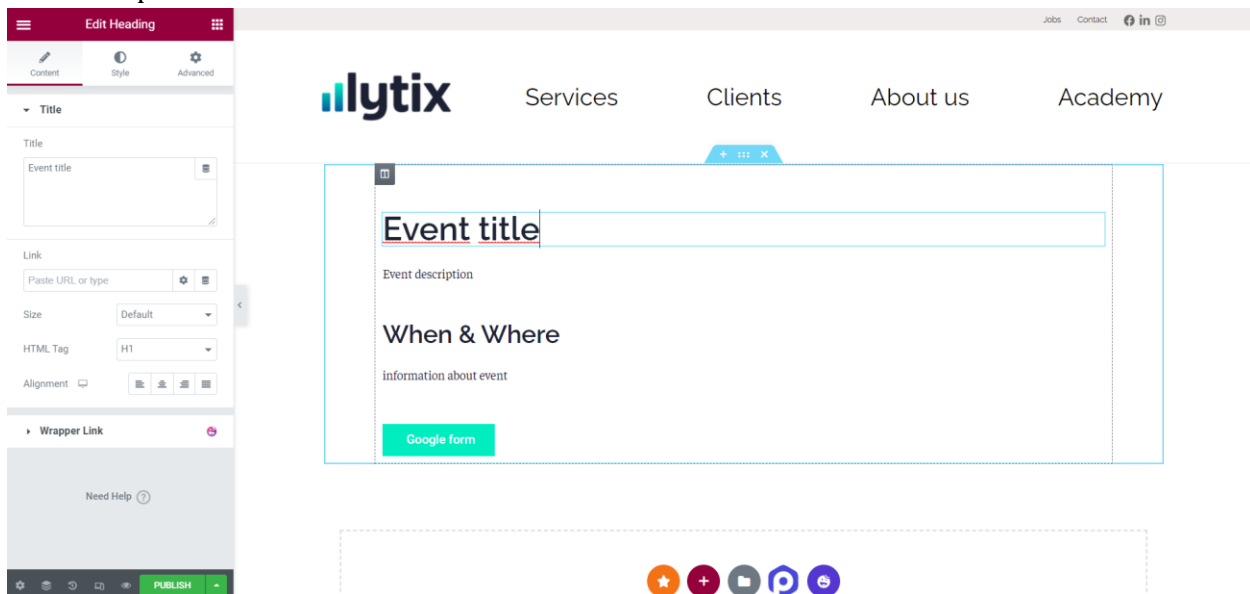


NAME	TYPE	CREATED BY	CREATION DATE	ACTIONS
Blog	Page	admin	06/05/2021	Preview Insert ...
Event	Page	admin	20/05/2021	Preview Insert ...
Job	Page	admin	29/04/2021	Preview Insert ...
Testimonial Template	Page	admin	30/03/2021	Preview Insert ...

When a pop-up appears, click [Yes](#).

4.3. Changing placeholders

To change the placeholders, click on the item you want to change.
This will open the editor on the left.



The screenshot shows the iLytix editor interface. On the left is a sidebar titled 'Edit Heading' with tabs for 'Content', 'Style', and 'Advanced'. Under 'Content', there's a 'Title' section with a text input field containing 'Event title'. Below that is a 'Link' section with a 'Paste URL or type' input field. Further down are 'Size' (set to 'Default'), 'HTML Tag' (set to 'H1'), and 'Alignment' (set to 'Left'). At the bottom of the sidebar is a 'Wrapper Link' section and a 'Need Help' link. The main area shows a preview of the 'Event' template. It has a header with the iLytix logo and navigation links: 'Services', 'Clients', 'About us', and 'Academy'. The main content area has a large text input field for 'Event title', followed by 'Event description', 'When & Where', and 'information about event'. At the bottom of the main content area is a green button labeled 'Google form'. At the bottom of the preview area are social media icons for YouTube, Facebook, Twitter, LinkedIn, and Instagram.

Here you can change the placeholder text.

4.4. Adding google form

To add the google form for the event to the button.
Click on the button. This will open the editor on the left side of your screen.

Here you can enter the link of the form in the correct link placeholder .

Link

If the link needs to open in a new window, click the settings icon and select [open in new window](#).

Link

Link Options



☐ Open in new window




☐ Add nofollow

If you want to edit the text on the button, edit this text placeholder.

Text

 Edit Button 

 Content  Style  Advanced

▼ Button

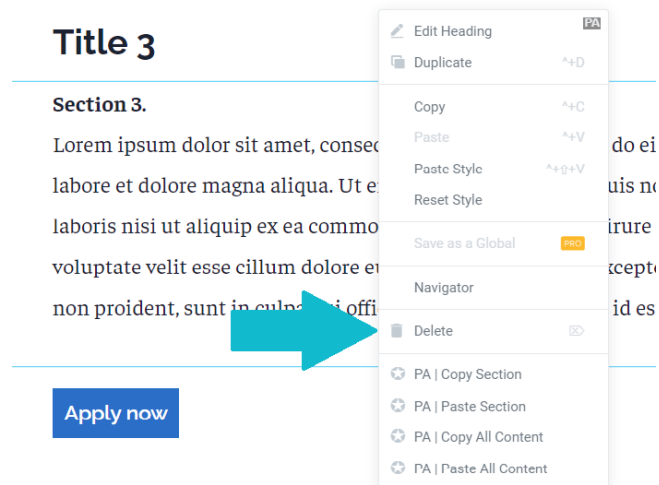
Type

Text

Link

4.5. Removing placeholders

To delete unnecessary items, [right click](#) on the item you want to delete.



And then press the [Delete](#) option.

4.6. Publishing event

To [publish](#) your post, press the [publish button](#) on the bottom left



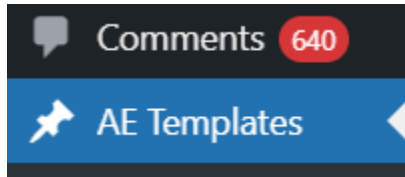
To see how the post looks during or after editing, press the [eye](#) symbol next to the publish button

This will load a live preview in a new tab.

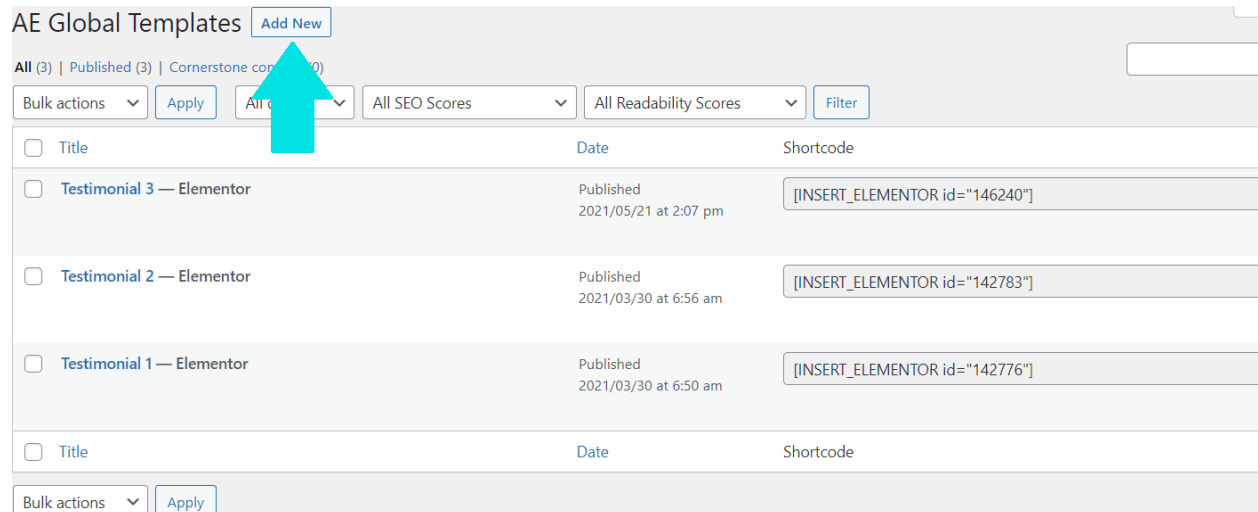
5. Testimonials

5.1. Creating new testimonial

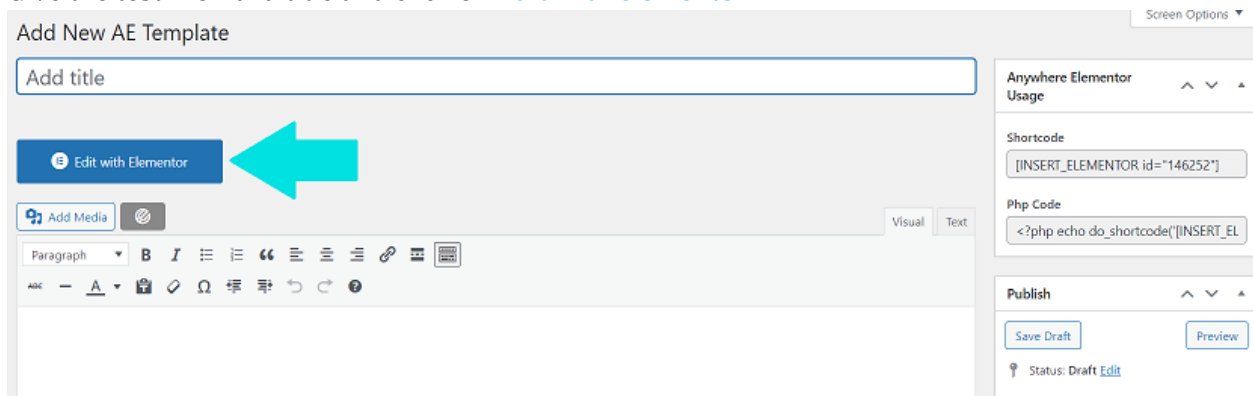
To create a new testimonial, go to the AE templates tab.



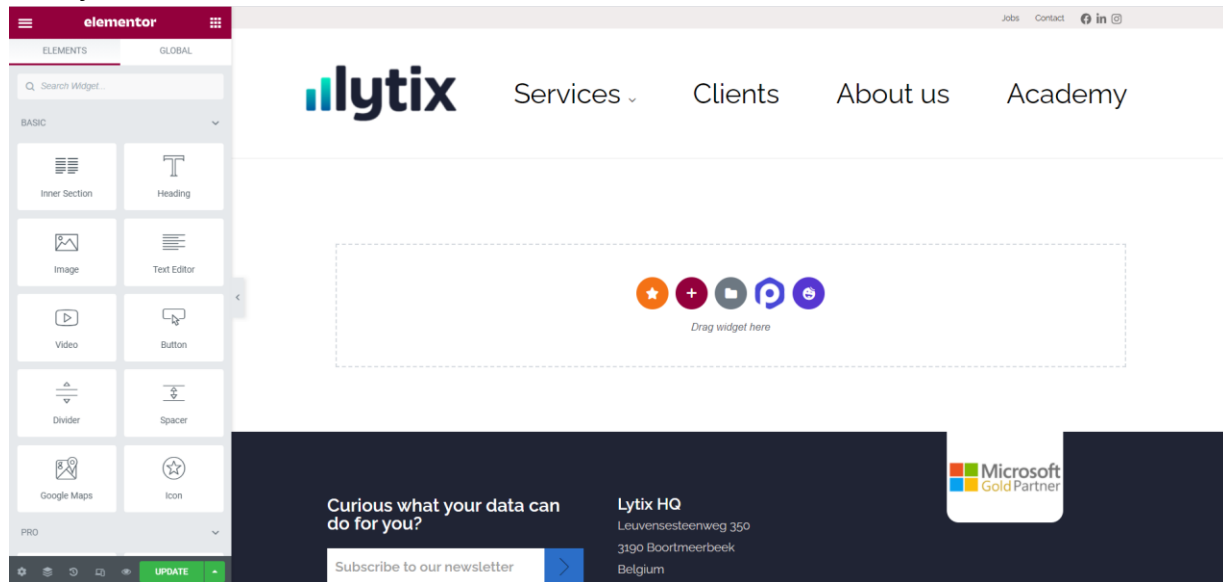
Click on [add new](#)



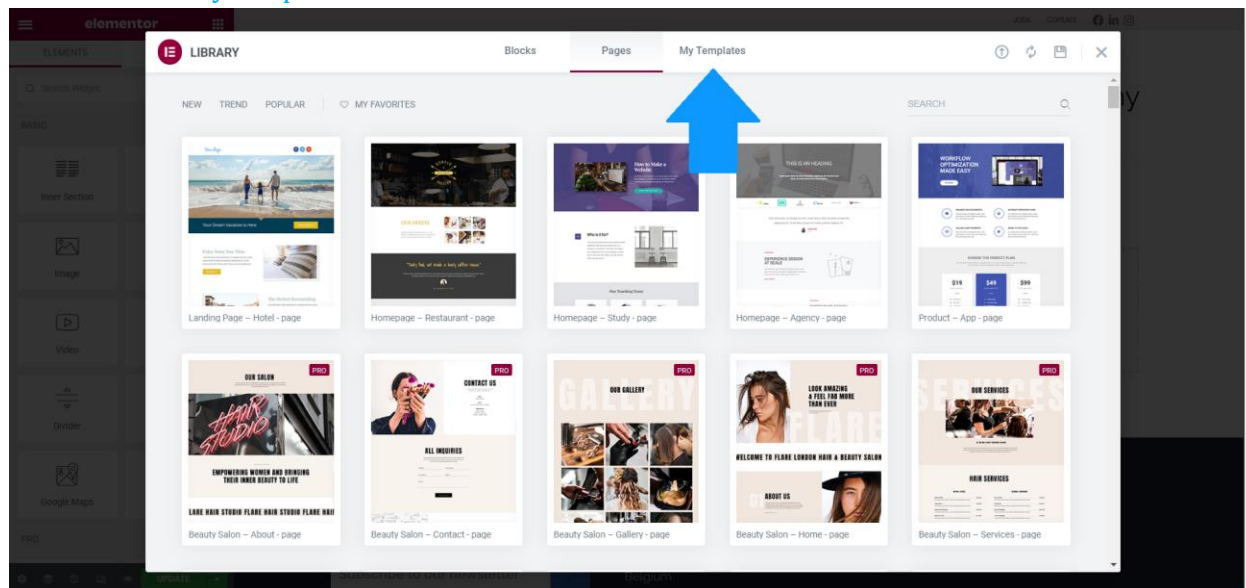
Give the testimonial a title and click on [Edit with elementor](#).



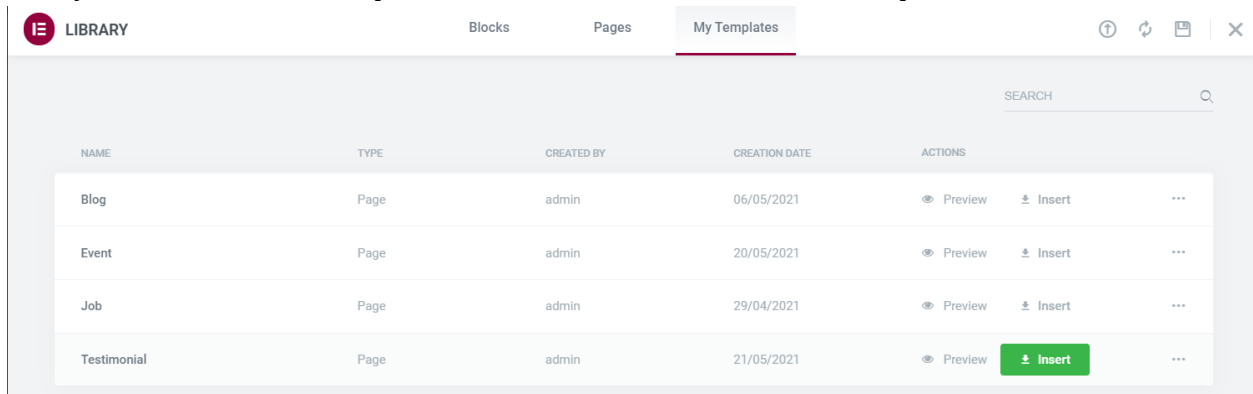
Then you will see this screen.



Click on this [gray icon](#) in the middle.
Then click on 'My templates'.



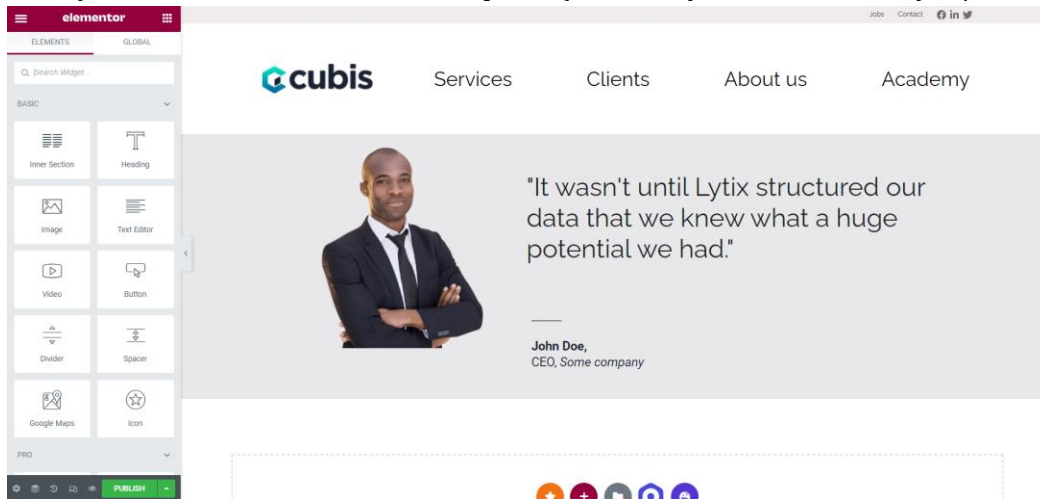
Here you will see several templates. Click insert on the [Testimonial](#) template.



NAME	TYPE	CREATED BY	CREATION DATE	ACTIONS
Blog	Page	admin	06/05/2021	Preview Insert ...
Event	Page	admin	20/05/2021	Preview Insert ...
Job	Page	admin	29/04/2021	Preview Insert ...
Testimonial	Page	admin	21/05/2021	Preview Insert ...

When a pop-up appears, click [Yes](#).

Then you will see the Testimonial template. (Photo may be different on Lytix/Cubis)



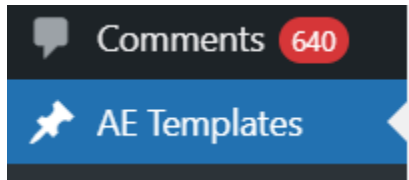
Edit the placeholder with the correct information.

Click on the item you want to change to open the editor on the left. From there, change the placeholder text or change the picture.

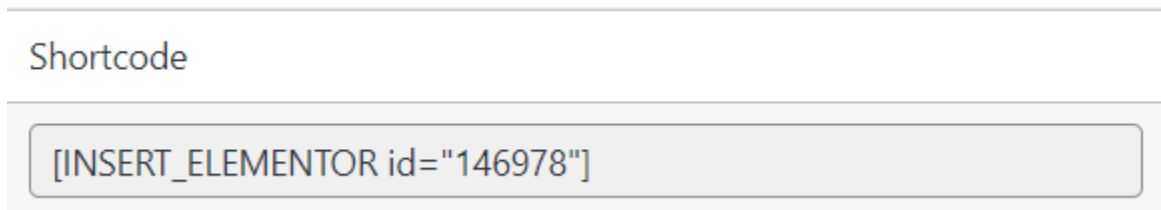
When you are done, click [Publish](#).

5.2. Adding Testimonial to page

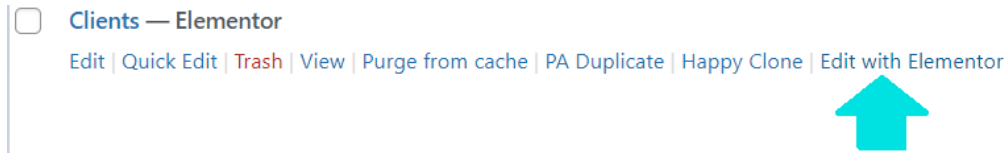
Go to the AE templates tab.



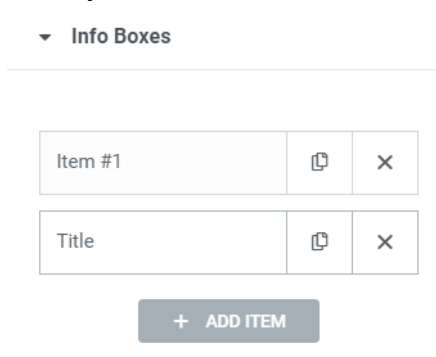
Copy the shortcode of the testimonial you want to use.



Then open the page that the Testimonial will be on with Elementor.

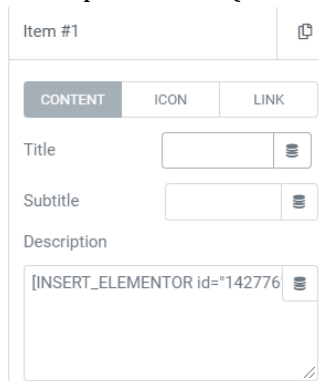


Then select the carousel item. This will open the carousel editor on the left. There you can see the different testimonial items.



If u want to delete a testimonial, click on the X of the selected item.

To add a new testimonial, click on [Add item](#). Then paste the shortcode of the testimonial in the description area. (Remove the title and subtitle)



The screenshot shows a form for adding a new testimonial. At the top, it says 'Item #1' with a copy icon. Below this are three tabs: 'CONTENT' (selected), 'ICON', and 'LINK'. Under the 'CONTENT' tab, there are fields for 'Title' and 'Subtitle', each with a copy icon. The 'Description' field contains the shortcode '[INSERT_ELEMENTOR id="142776' and also has a copy icon.

Make sure that in the icon tab, there is no icon selected.



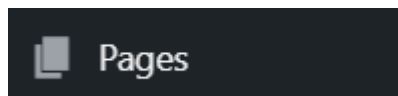
The screenshot shows the 'ICON' tab selected. Below the tabs, there is a 'Type' label and a row of four icons: a circle with a slash, a gear, a picture icon, and a text icon 'A'.

When you are done, click the [Publish](#) button.

6. Page maintenance

6.1. General maintenance

To edit any page on the website, Log in to the admin dashboard.



Then from the dashboard, go to the [pages](#) tab.

On the pages tab, go to the page you want to edit and click on [edit with elementor](#).

About us — Elementor

[Edit](#) | [Quick Edit](#) | [Trash](#) | [View](#) | [Purge from cache](#) | [PA Duplicate](#) | [Happy Clone](#) | [Edit with Elementor](#)

After clicking on [edit with elementor](#) you will be redirected to the editor.

Here you can select any item on the page that you want to edit.

If you select an item, the bar on the left will change with all options for that item.

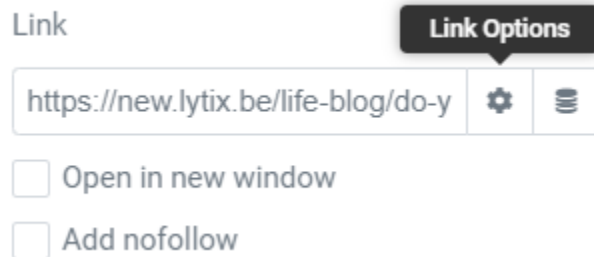
6.1.1. Link opens into new window

To make a link open in a new window, go to the editor and the link area.

Link



Here you press on the settings icon.

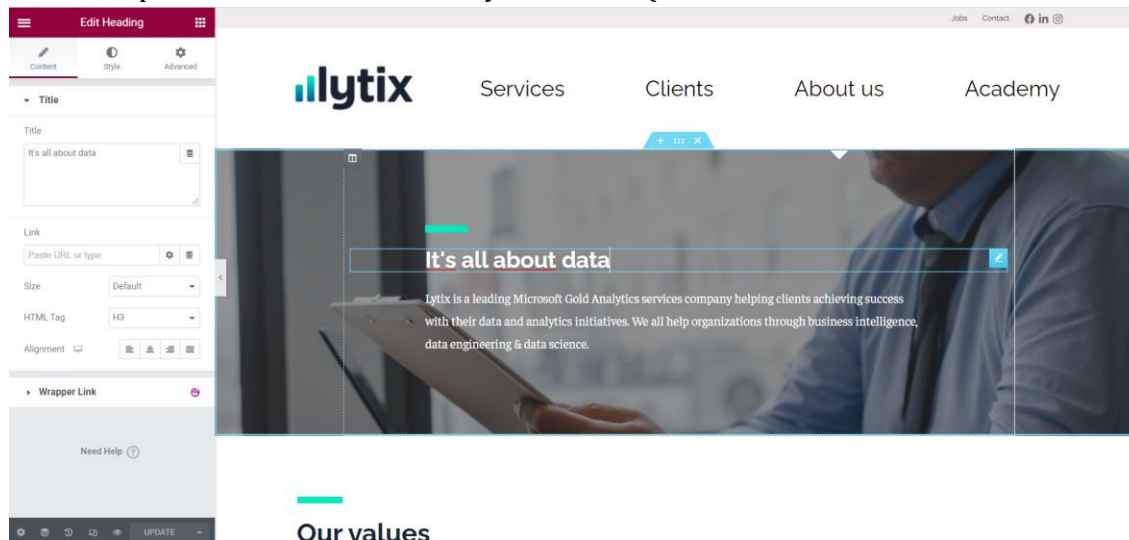


And select the option “Open in new window”

6.2. Titles

If you want to edit a title, click on the title you want to edit.

This will open the editor on the left of your screen. (In this case it's the 'It's all about data' title)



If you want to edit the text of the title, edit this area

Title

It's all about data

If you want a title split into 2 lines, add `
` on the position that it needs to split.

Title

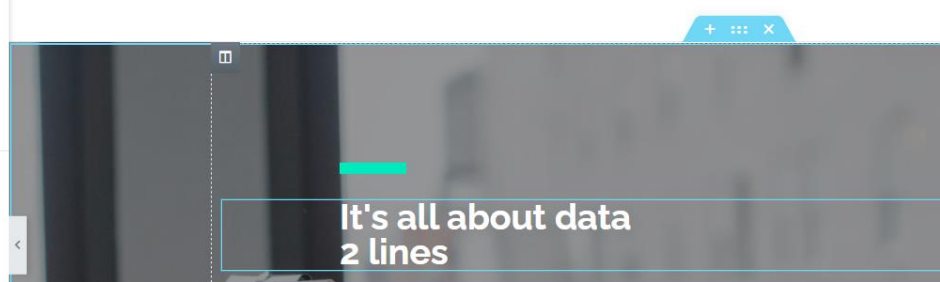
It's all about data

2 lines

Link

Paste URL or type

Size: Default



If a title needs a link, enter the link at the given area.

Link

Paste URL or type

6.3. Text editor

To edit the Text editor, click on the item. The editor on the left will change to that item.

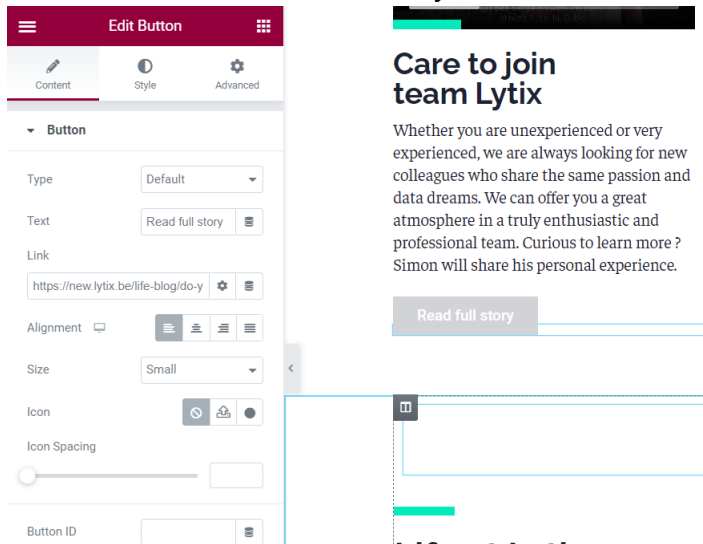
A screenshot of the Lytix website. The left sidebar shows the 'Edit Text Editor' interface with tabs for Content, Style, and Advanced. The 'Text Editor' tab is active, showing a rich text editor with various formatting options. The main content area displays the Lytix website header with the logo and navigation links: Services, Clients, About us, and Academy. Below the header is a banner with the title 'It's all about data' and a description: 'Lytix is a leading Microsoft Gold Analytics services company helping clients achieving success with their data and analytics initiatives. We all help organizations through business intelligence, data engineering & data science.' Below the banner is a section titled 'Our values'.

There you can edit the text inside the given area.

You can use all the given items of the text editor to create the perfect text.

6.4. Buttons

To edit a button, select the button you want to edit so the editor on the left changes to that item.



To change the text of the button, change the text inside this area.

Text

Read full story



To change or add a link to the button, use this area.

Link

<https://new.lytix.be/life-blog/do-y>



Link

Link Options

<https://new.lytix.be/life-blog/do-y>



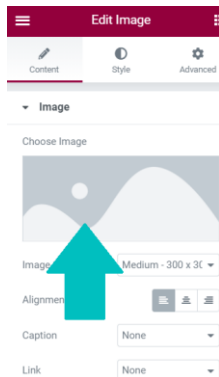
☐ Open in new window

☐ Add nofollow

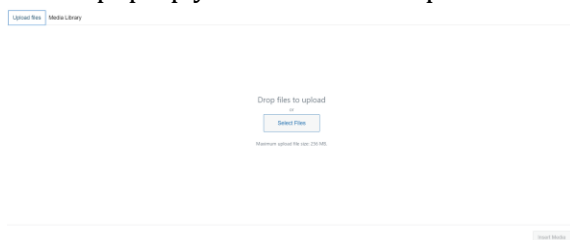
In the settings option you can set that a link opens in a new tab.

6.5. Images

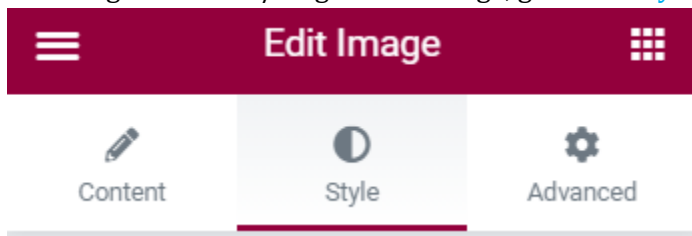
To add an image to the image placeholder, click on the placeholder. This will open the editor on the left.



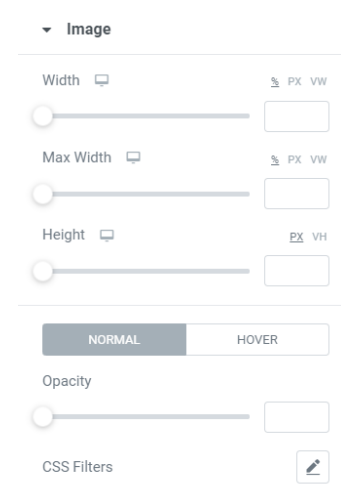
Here you click on the image and a pop-up will appear.
In that pop-up you can select or upload the image you need.



To change the width/height of an image, go to the [Style](#) tab in the editor on the left.



Here you can edit the width, height, opacity and border radius of the image.



6.6. Client logos

To edit the client logos on the Clients page, click on the logo section.

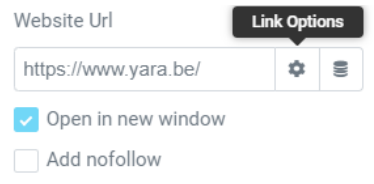
This will open the logo editor on the left.

There you see all current logos.

To edit a logo, click on the name of the company.

From there you can change the logo, enter a link and change the name of the logo.

To make sure the link opens in a new tab, select the settings icon behind the link and make sure 'Open in new window' is selected.

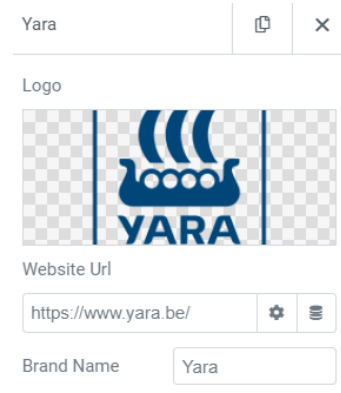


Website Url

Link Options

☒ Open in new window

☐ Add nofollow

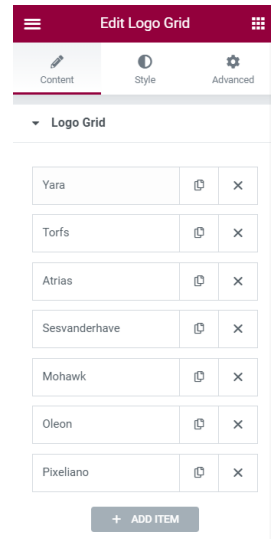


Yara

Logo

Website Url

Brand Name



Edit Logo Grid

Content Style Advanced

Logo Grid

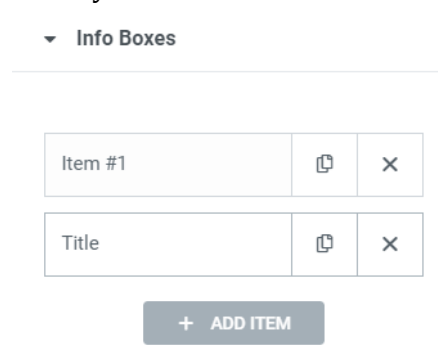
Yara		
Torfs		
Atrias		
Sesvanderhave		
Mohawk		
Oleon		
Pixeliano		

+ ADD ITEM

6.7. Testimonials

To add testimonials on a given page, select the carousel item. This will open the editor on the left.

There you can see the different testimonial items.



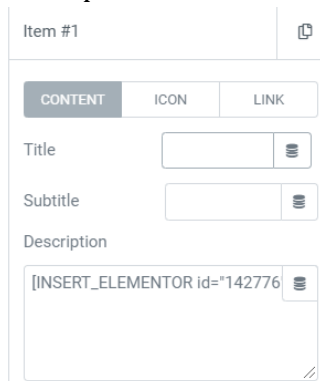
Info Boxes

Item #1		
Title		

+ ADD ITEM

If u want to delete a testimonial, click on the X of the selected item.

To add a new testimonial, click on [Add item](#). Then paste the shortcode of the testimonial in the description area.



Item #1

CONTENT ICON LINK

Title

Subtitle

Description

[INSERT_ELEMENTOR id="142776"

Make sure that in the icon tab, there is no icon selected.



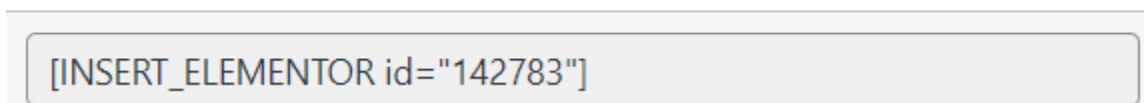
CONTENT ICON LINK

Type

None

*Shortcodes can be found from > Dashboard > AE templates tab >

[Shortcode](#)



[INSERT_ELEMENTOR id="142783"]

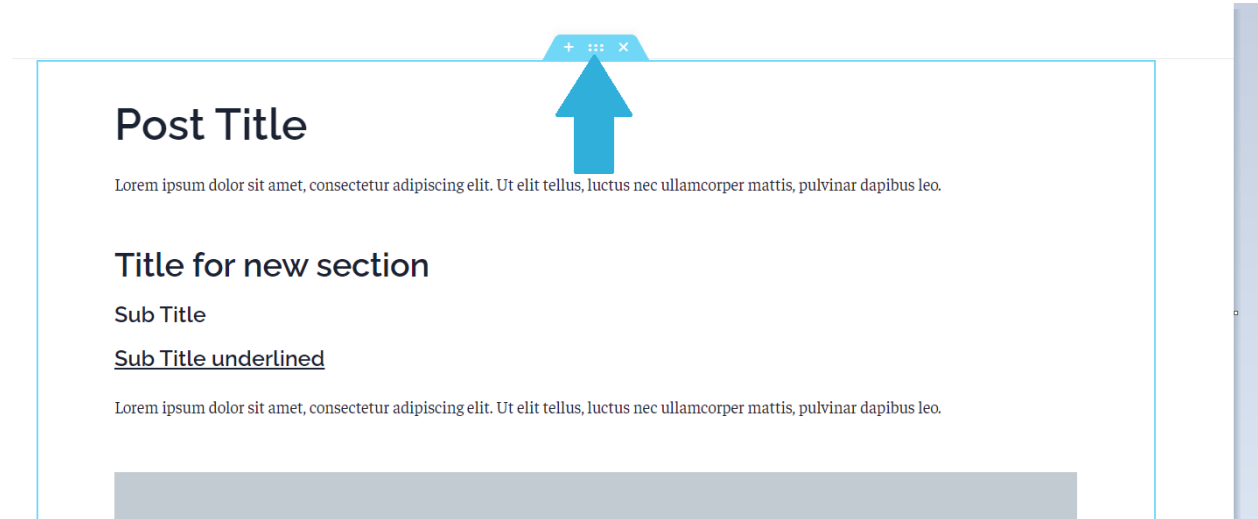
When you are done, click the [Publish](#) button.

7. Tips

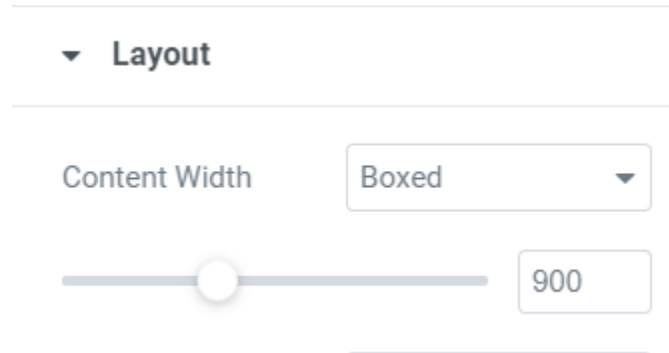
7.1. Width of items

Always check the width of the items you edit or add.

You can do this by hovering over the section you want to check, and pressing the middle icon




Make sure the content width is set to **Boxed** and has a value of **900**

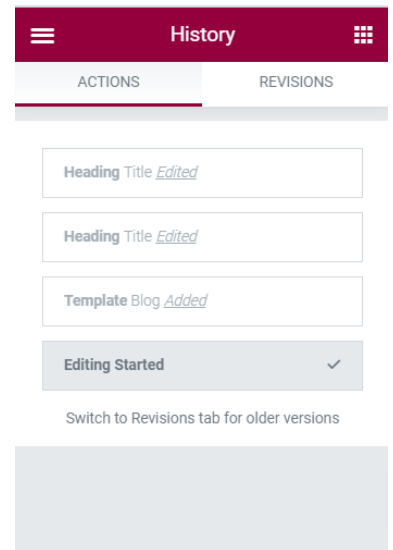


7.2. History option

If you made a mistake, you can go back to any previous version of the post.

You can do this by clicking on this  icon in the bottom left of your screen.

Here you see all edits you've made and you can select any edit to go back to (or forward to if you change your mind)

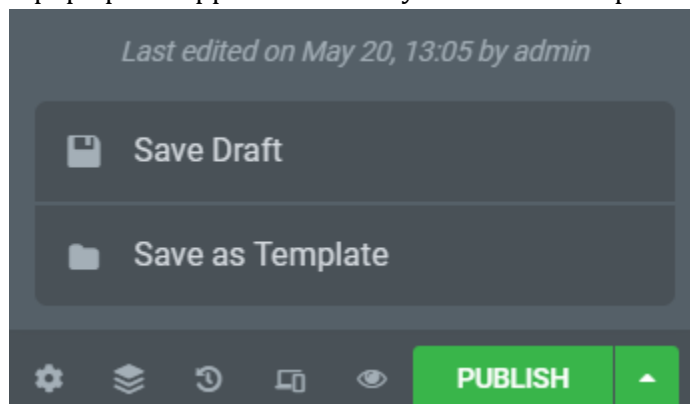


7.3. Saving as draft

If you created a post, but don't want to publish it just yet. You can save it as a draft.

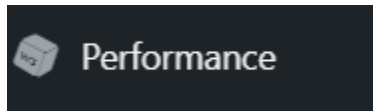
To do this, Click on the tiny arrow next to publish .

A pop up will appear and there you can save the post as a draft. (or template)

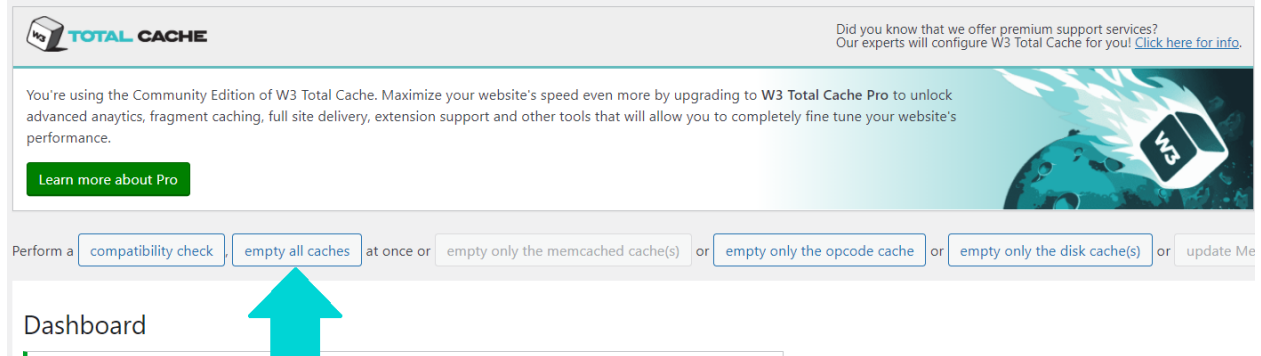


7.4. Improve speed

If you feel that the website seems slow, go to the [Performance](#) tab on the left at the dashboard.

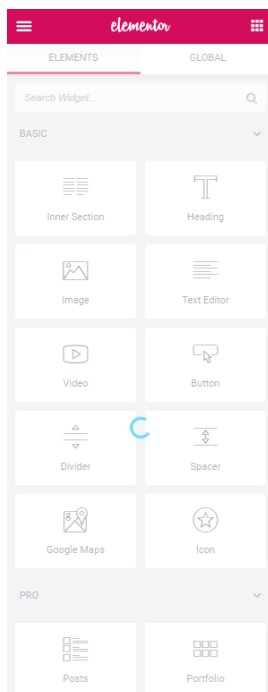



From there, click on [Empty all caches](#).



8. Troubleshooting Elementor

If your Elementor Widget Panel does not load and has the continuously spinning “Loading” icon, as shown in the image below, this is generally due to a bug or a conflict with another plugin



- Make sure Everything is up to date. You can check this by clicking on this icon  at the top of your screen. Here you can see if any plugins or themes need an update
- Refresh the page. Sometimes Elementor struggles loading in due to a bug.