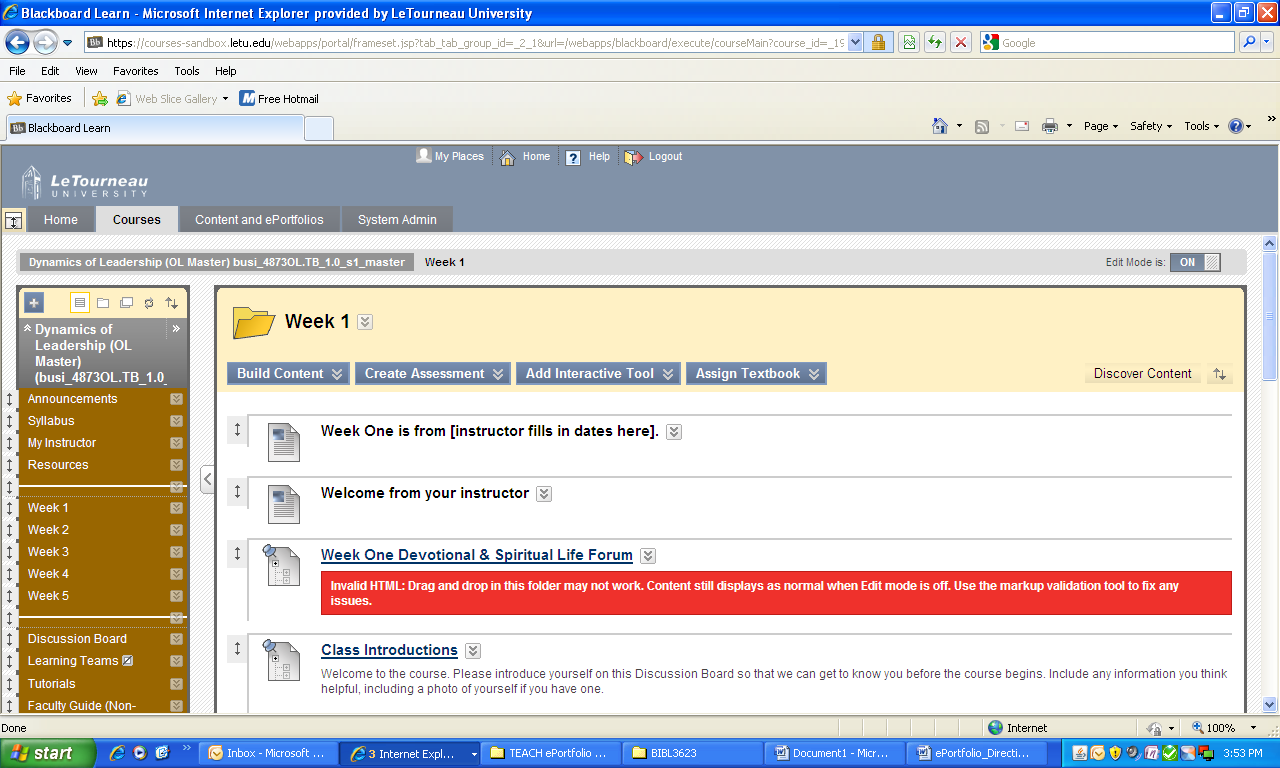
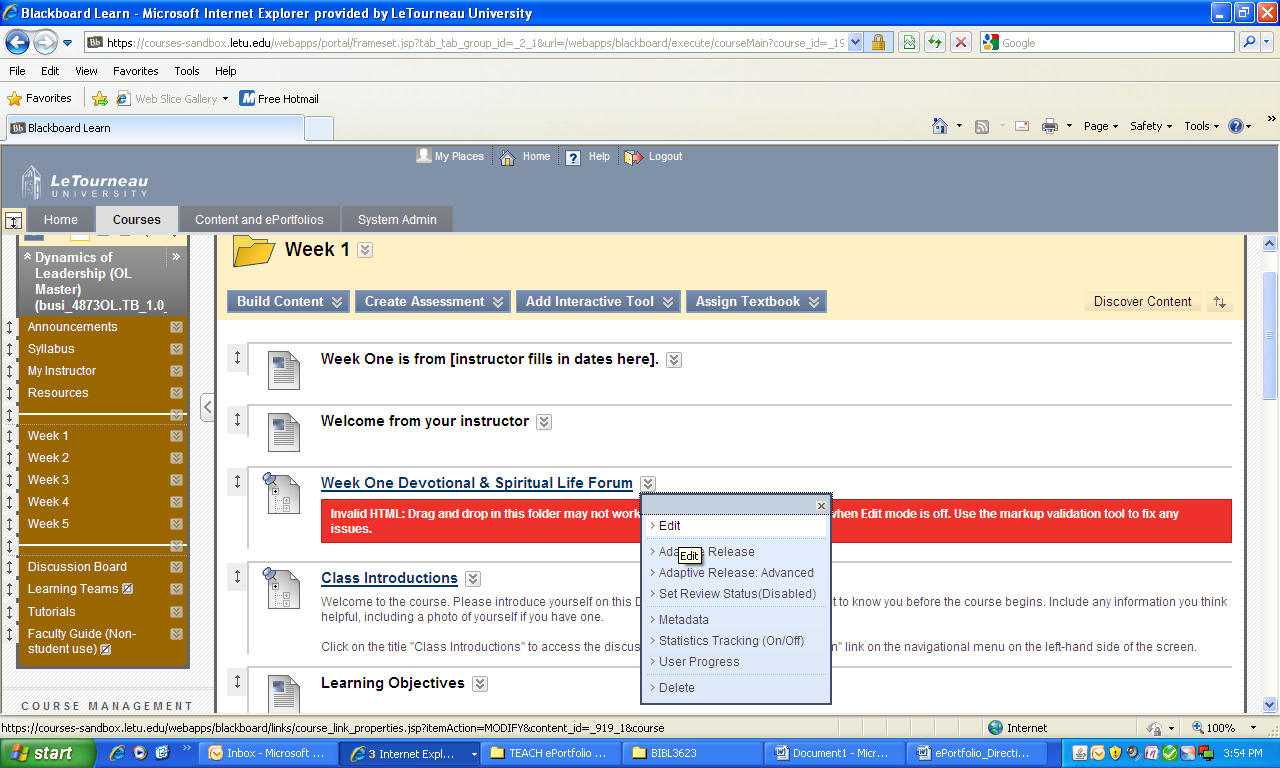
**Directions for Correcting Invalid HTML Error**

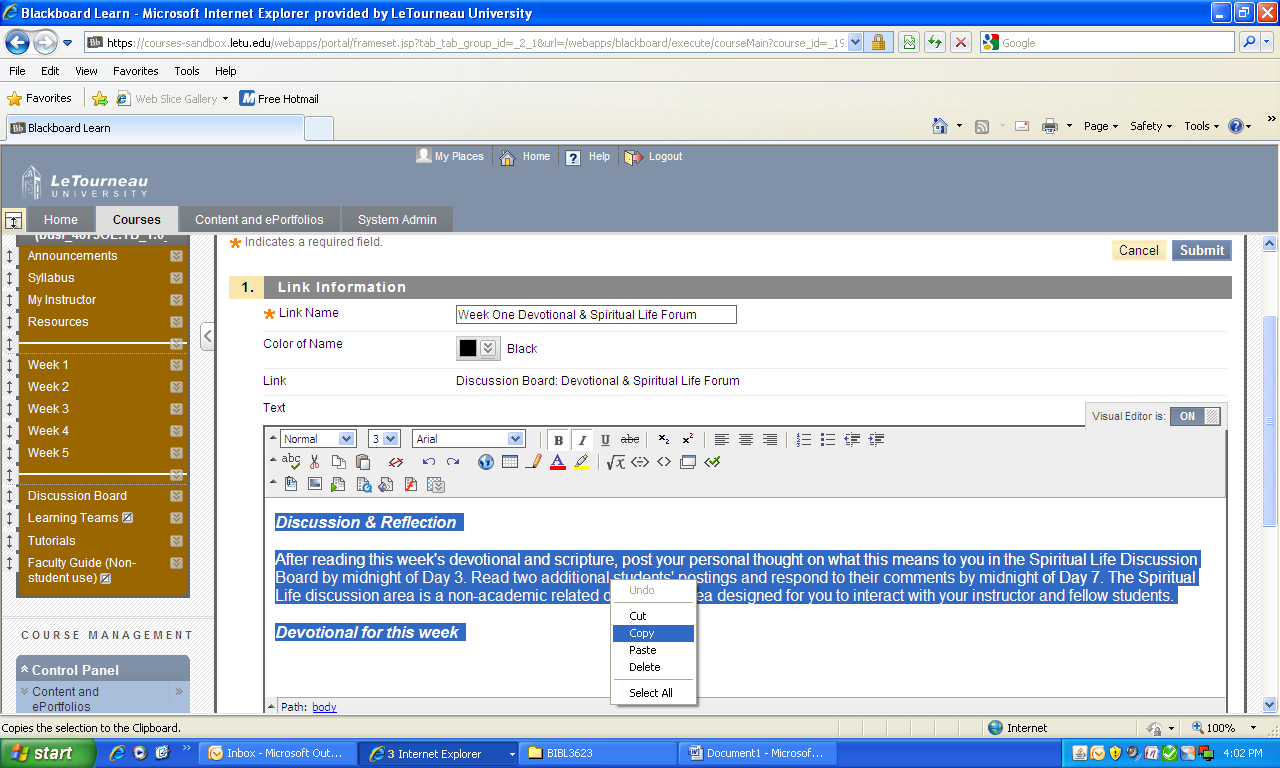
1. If there is an error, you will see a red box that reads “Invalid HTML: Drag and Drop in this…”



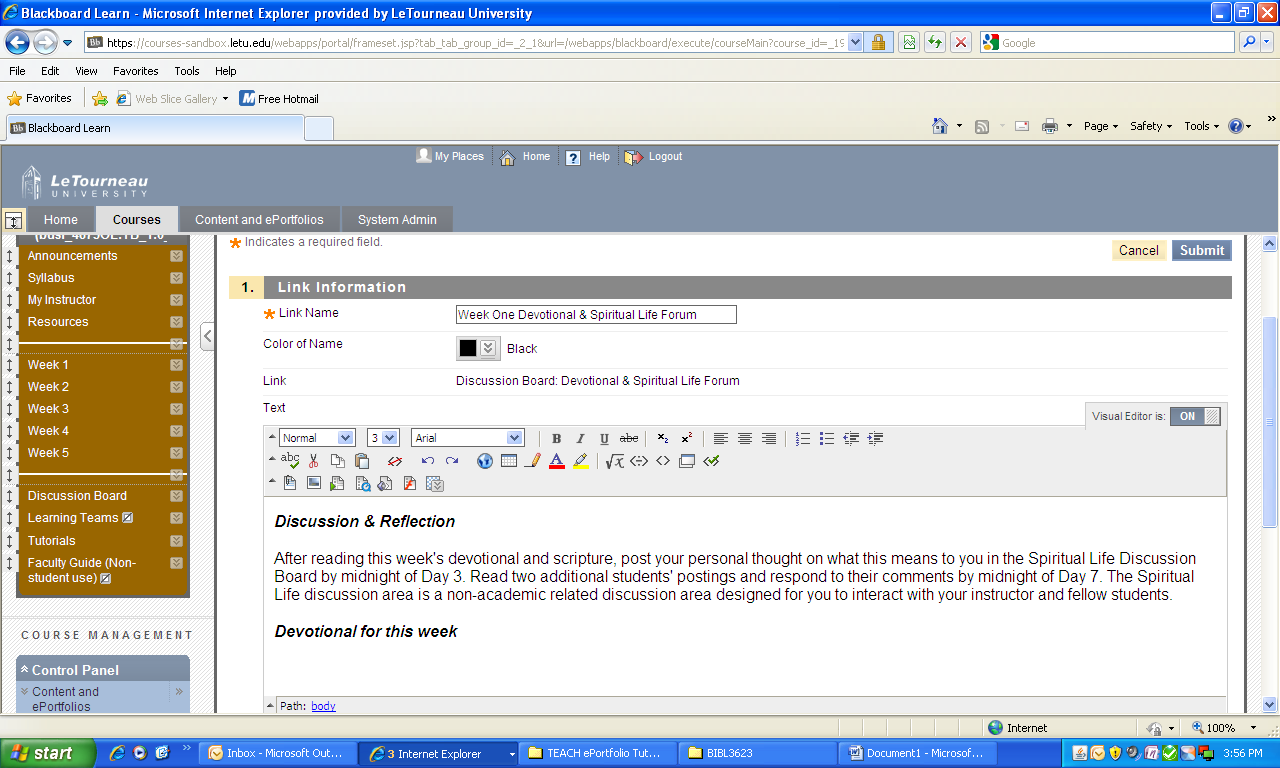
1. To correct this, click on the drop down arrow beside the title of the item and choose edit.



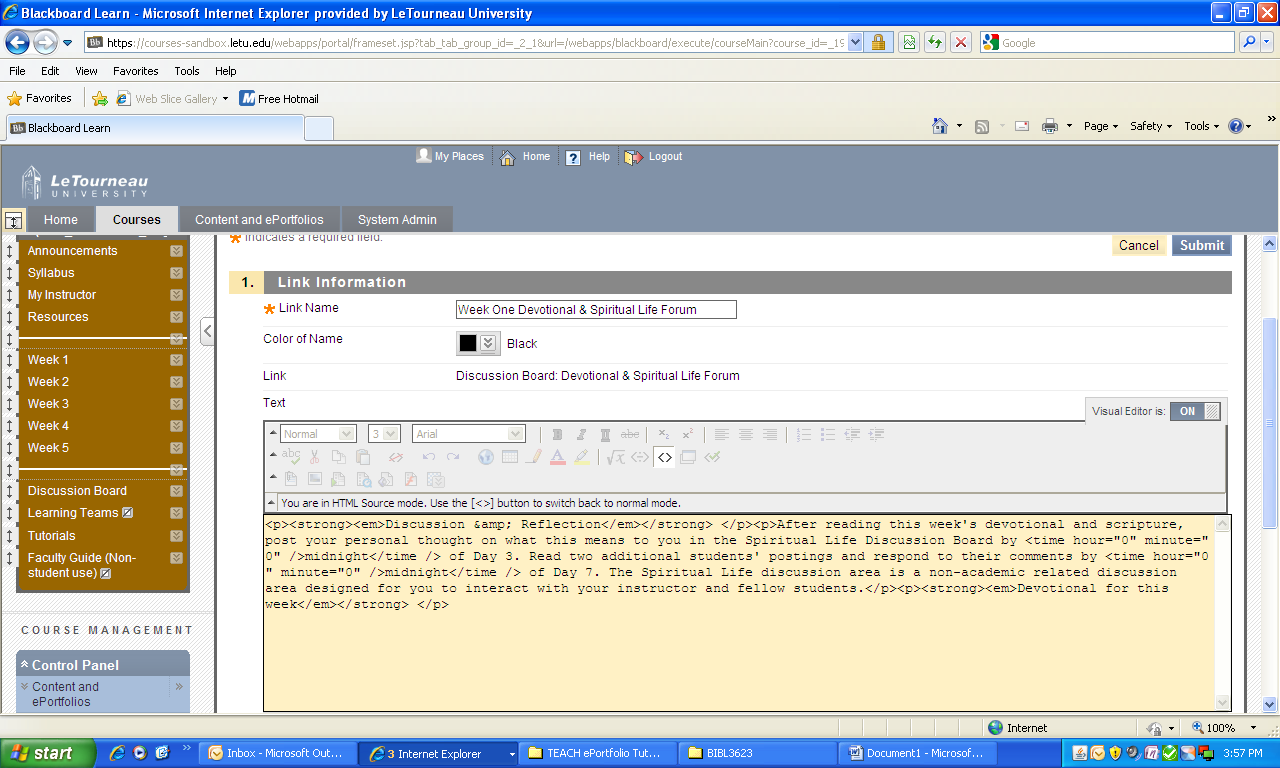
1. Choosing edit will bring you to this screen. Highlight the text and make note of all the formatting (ex: italics, bold, font size, etc.). Right click on the text with your mouse and choose copy.



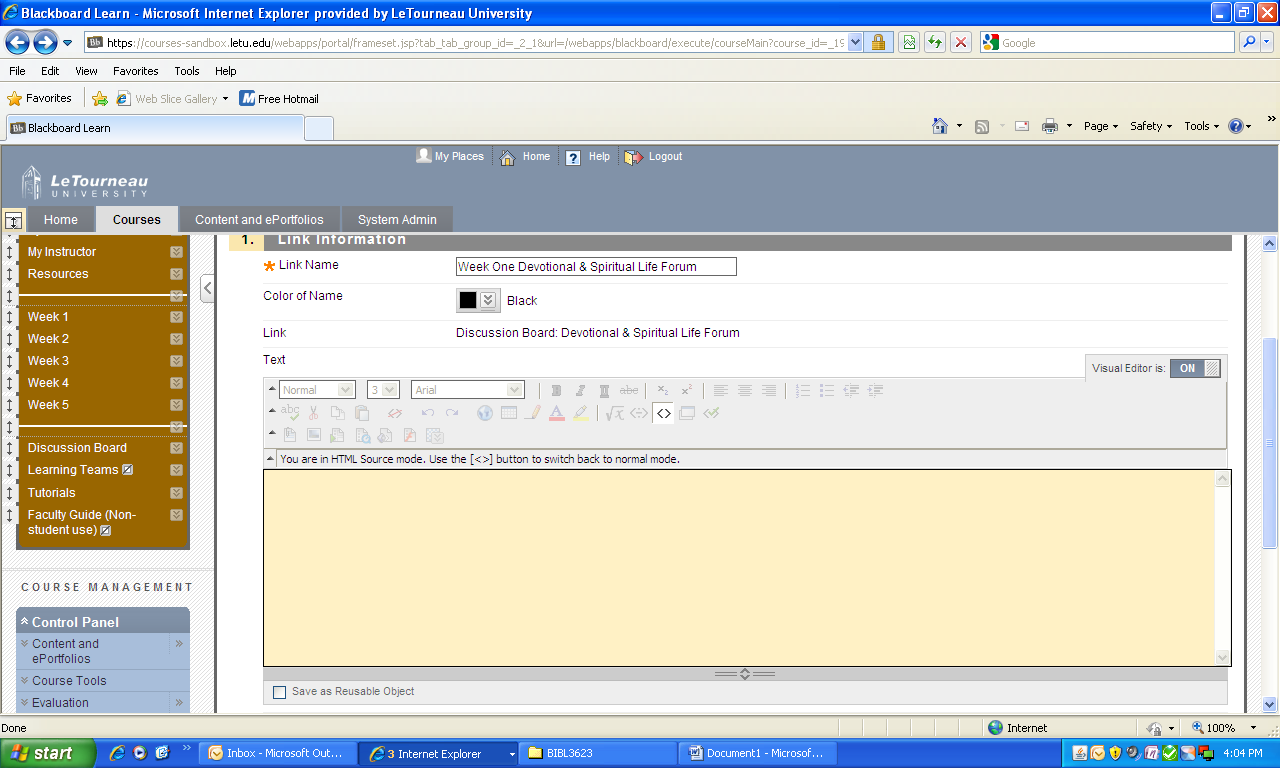
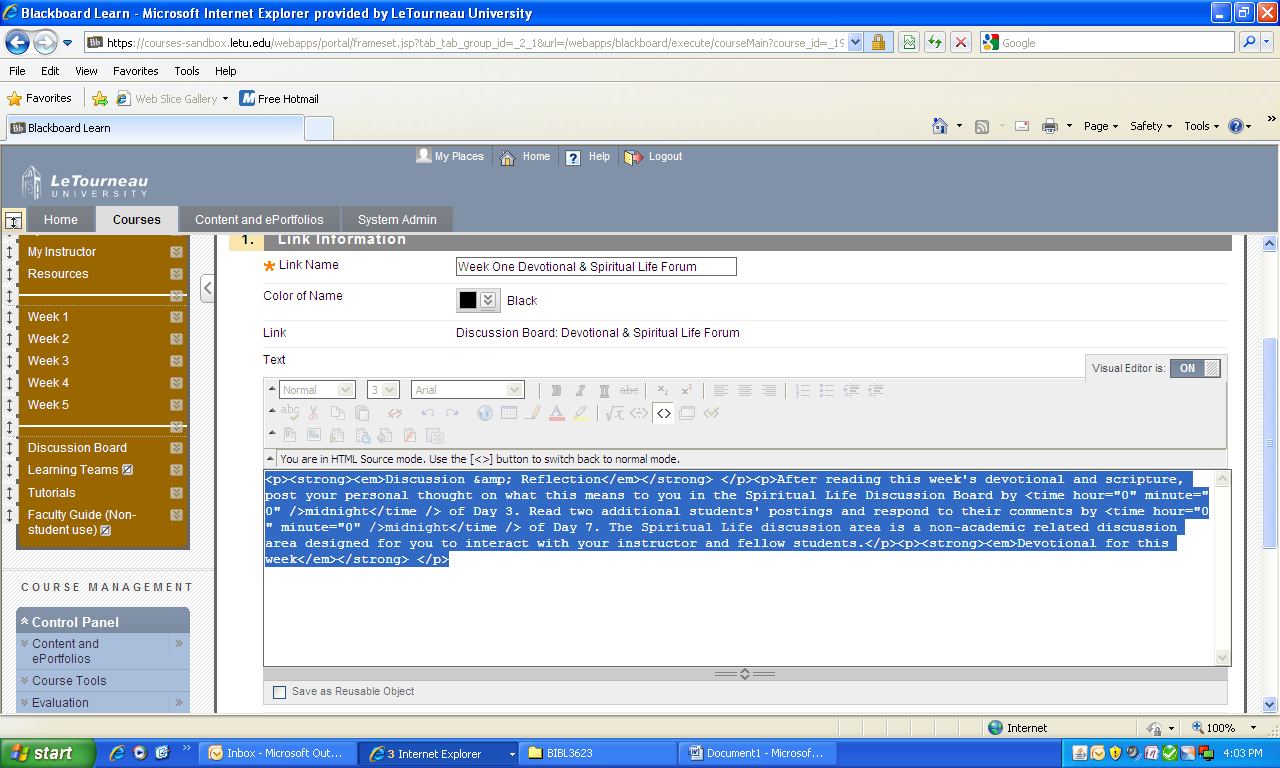
1. Next, click on the symbol that looks like this - **<>**



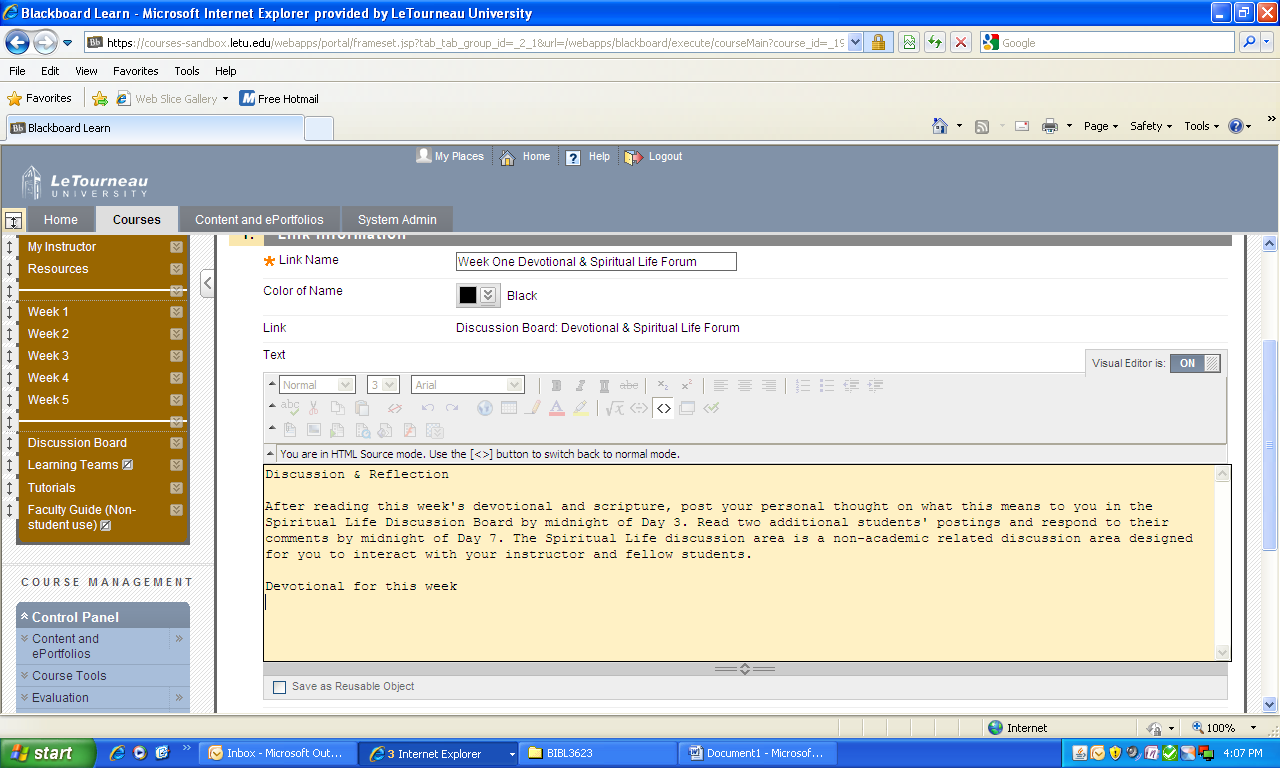
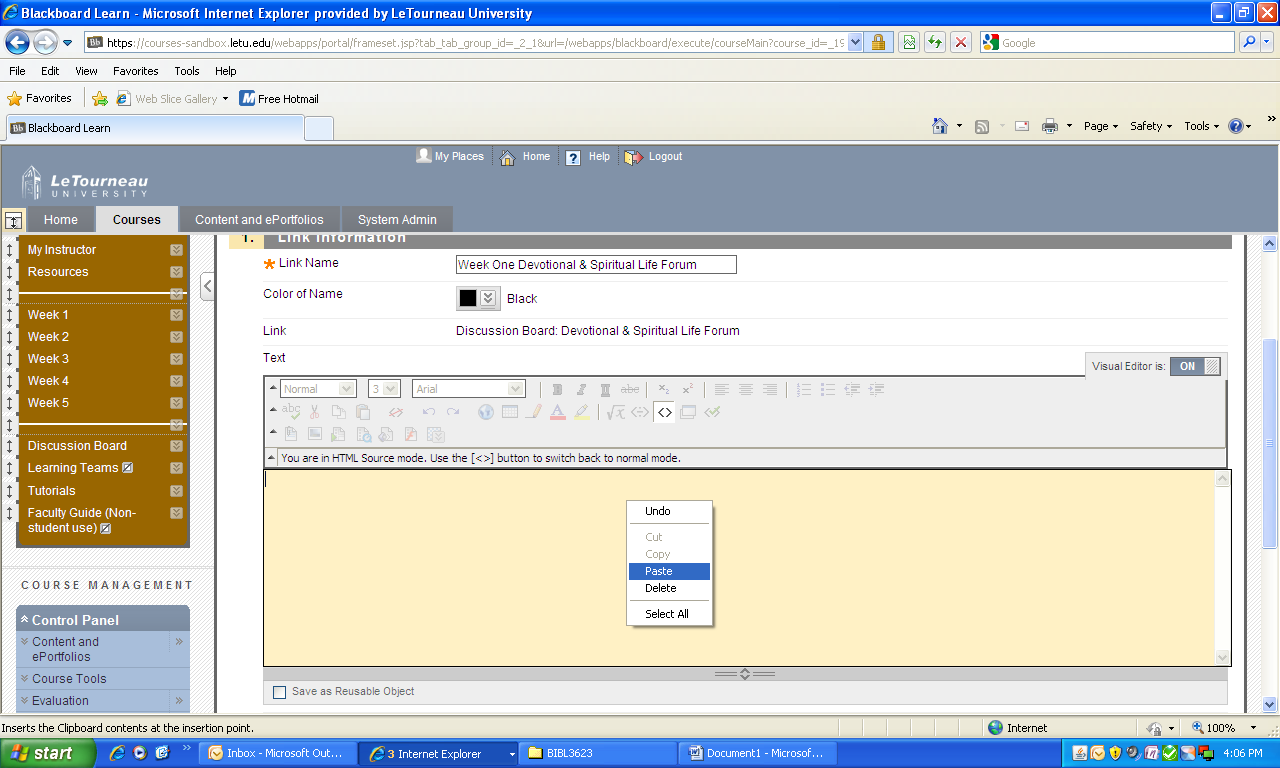
1. Clicking on **<>** will bring you to the HTML Source Mode for this item. See below.



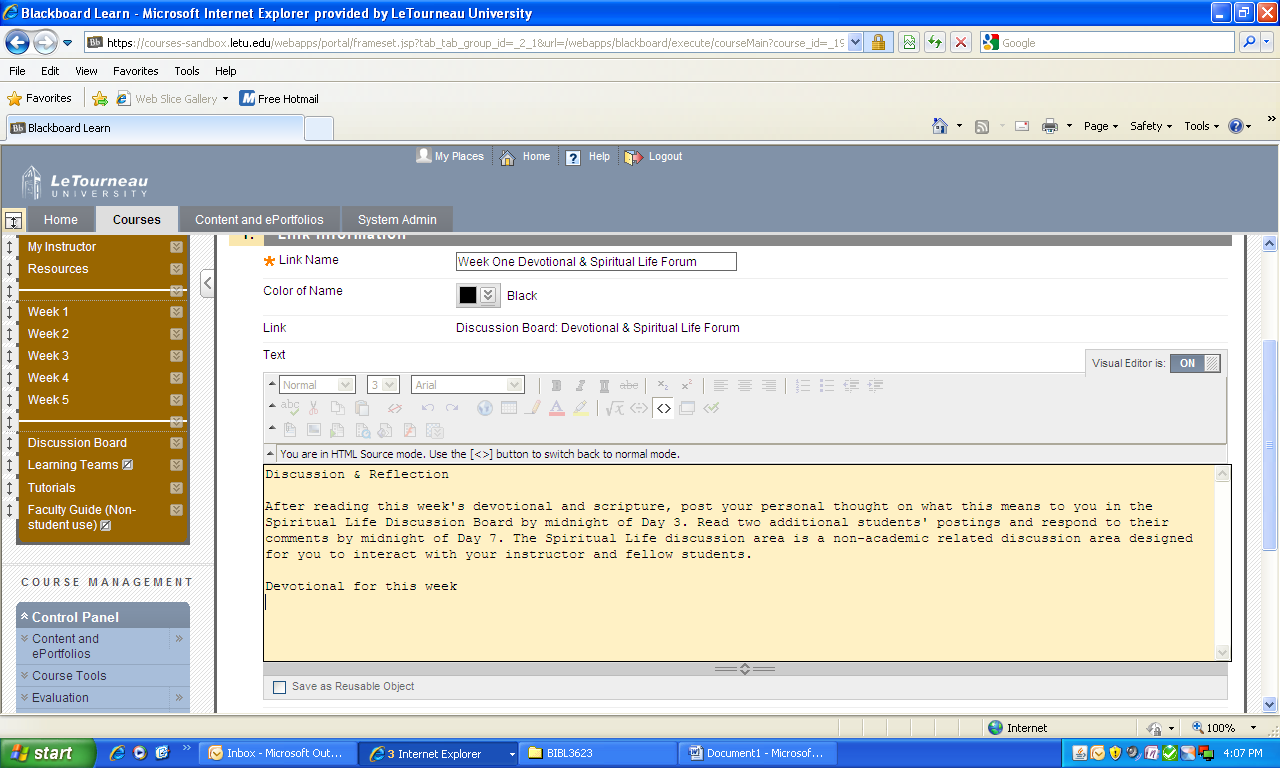
1. Now highlight the text and delete it all.



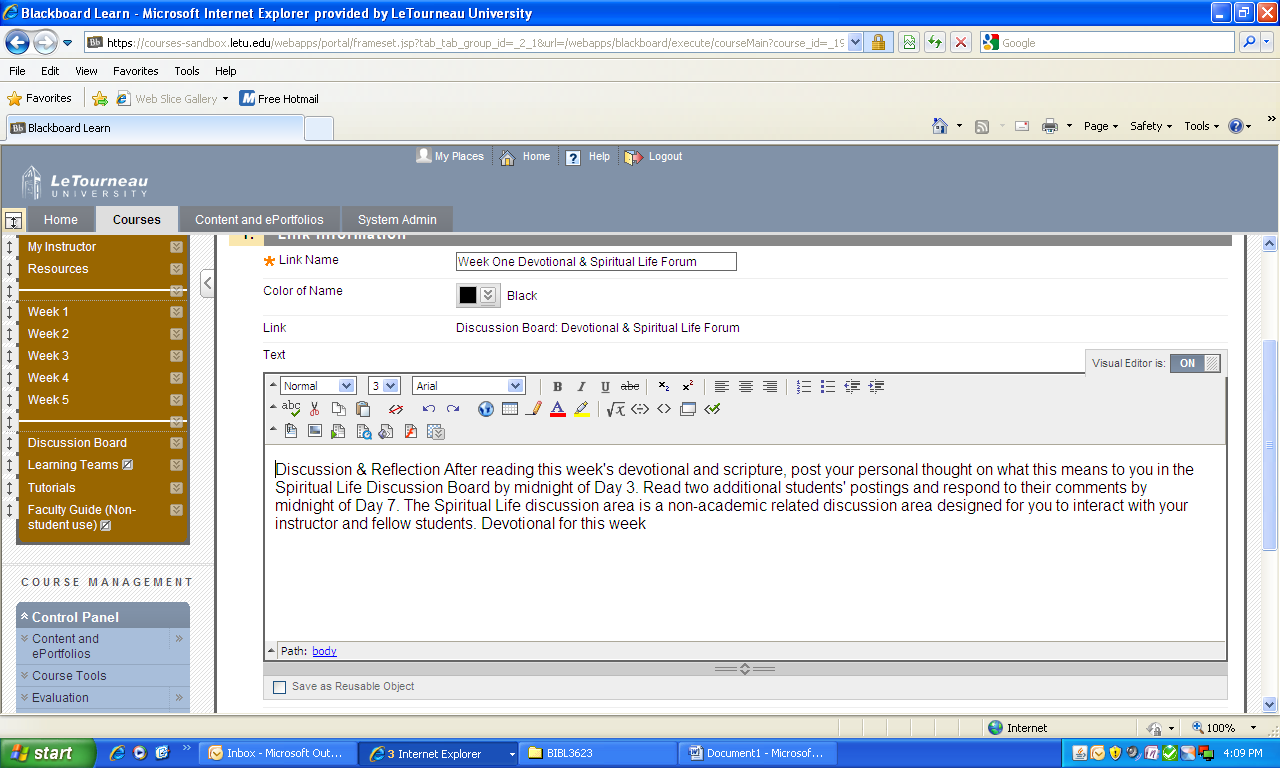
1. Next, right click in the text box and click paste. The text you copied previously should paste into the box.



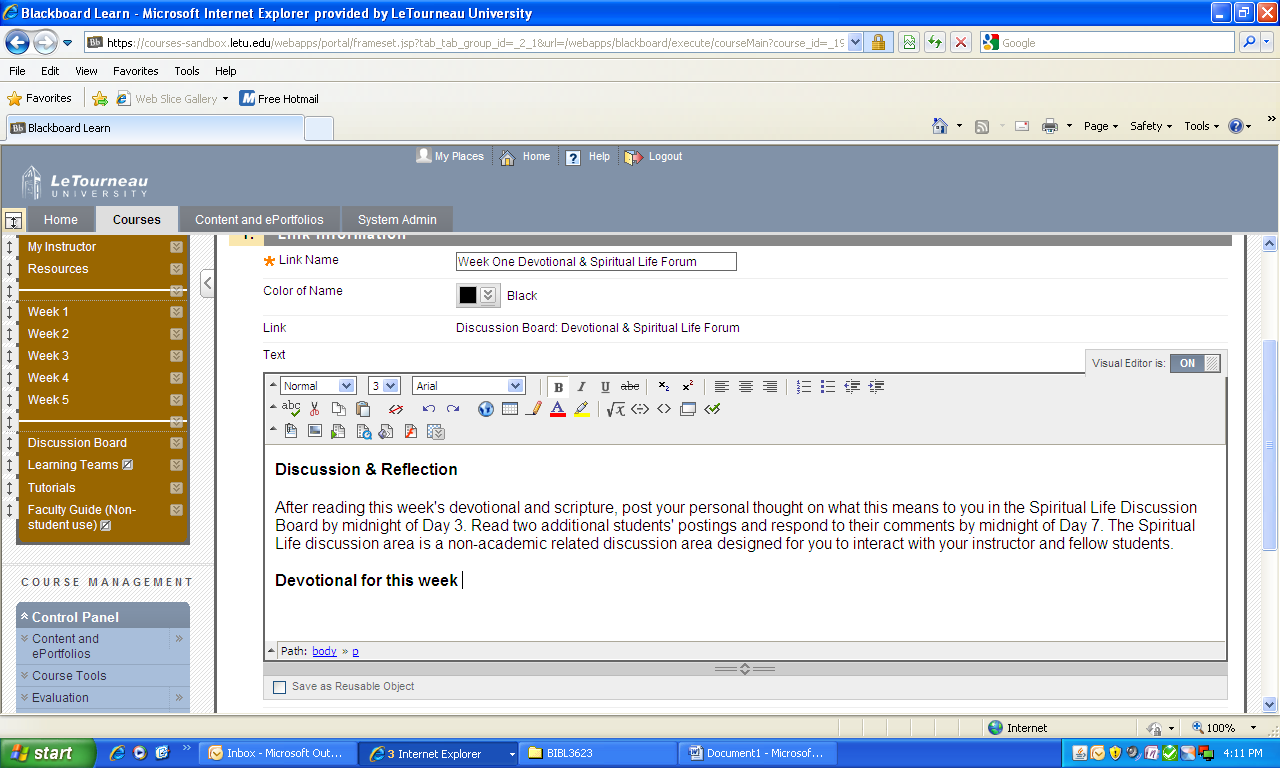
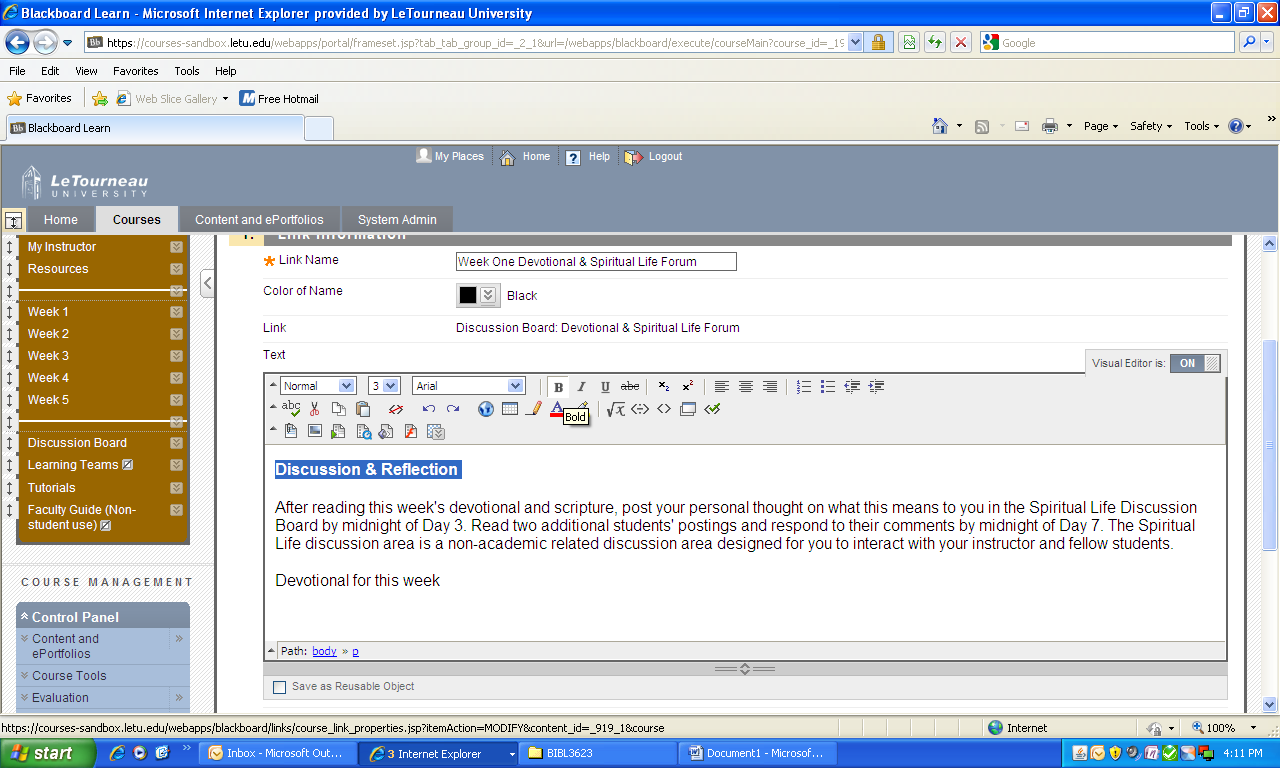
1. Once you have added the text in the HTML Source Mode, click on this button again - **<>**



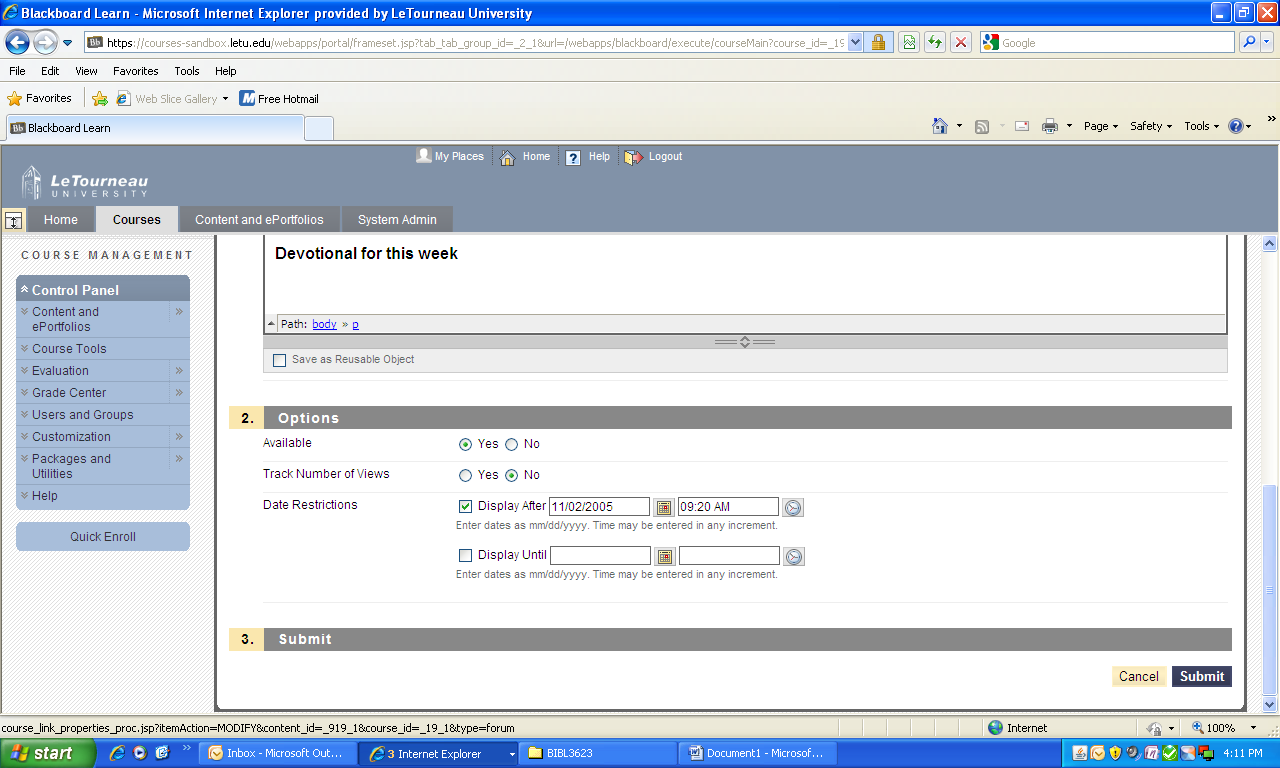
1. Now you should be back in the Normal Mode, and your text should look like this.



1. You will need to format the text to how you want it to look.



1. Click submit.



1. The HTML Error should be corrected after following this procedure.

