Creating, editing and translating text modules

Creating new text modules

In principle, when a new language is created, the new text modules for all relevant texts are created automatically. It is therefore relatively rare to have to create new text modules manually. This is only necessary if certain non-standard headings/labels have been newly added in configured actions and translations are to be available for them.

New modules can be created either via the **"New text module"** button in the text module overview or directly in the **editing view** of the corresponding action/configuration.

For editing the content, the same procedure then applies as when editing text modules.

Editing text modules

In principle, there are two ways to edit text modules in Webdesk:

- **Access via the text module overview** under SYSTEM --> Text modules. Clicking the desired module takes you to the editing view, in which translations can be added.
- **Access directly via the action:** When you are in the editing view of the desired action, the text modules belonging to this action can be edited in the **"Text modules" tab** and new modules can be added.

So that one and the same word does not have to be translated several times in many forms, the **principle of inheritance** was introduced. This allows a text module to "inherit" the translation of another text module.

When editing the text module via **SYSTEM --> Text modules**, the following fields and options are available:

Option	Description
Language	Language of the translation displayed in the selected text module (cannot be changed, as a separate text module is automatically available for each available language anyway)
Text module name	Unique name of the selected text module - naming according to the scheme in the article Text modules[1]
Inherited or User-defined	User-defined: a free translation/free text can be entered in the "Displayed translation" field Inherited: the text for the corresponding text module is taken over (inherited) from another text module - this makes particular sense for standardized terms that occur frequently throughout the system.
Displayed translation *or*	Only if **"User-defined"** is selected above: here the individual translation/text for the text module in the corresponding language can be entered.
Parent action	Only if **"Inherited"** is selected above: selection of the action (or general area) containing the text module whose translation is to be taken over (inherited). Text modules from "general" are not assigned to a specific action and are valid in the entire module.
Parent text module	Only if **"Inherited"** is selected above: selection of the text module within the action whose translation

	is to be taken over (inherited) for the current text module.
Edit parent text module	Only if **"Inherited"** is selected above: pressing the "Edit parent text module" button takes you to the input mask of the parent text module, where it can be edited. However, the changes made here also apply to all other text modules that "inherit" from the parent text module.
Change on version change	If this checkbox is ticked, the translation entered is reset to the default value (if available) at the next version change. If you want to avoid this and keep the translation after the version change, this checkbox must be deactivated.

Translating text modules

The text modules can be translated directly when they are created. If you want to edit translations afterwards or piece by piece, first open the list of all text modules under **SYSTEM --> Text modules**. Using the filter/ search options, all text modules of a specific language can be selected or individual modules can be searched for specifically.

- Select the desired text module in the desired language
- In the **"Displayed translation"** row, enter the translation for the language specified under "Language".
- From every text module, there is also a **link** to all **linked languages** at the bottom of the screen. Clicking the

  

  symbol switches the input mask to the corresponding language, and the translation for that language can be entered under "Displayed translation". This allows the same text module to be translated into several languages quickly in just a few steps.
- Clicking **"Save"** or **"Save & Close"** saves the changes.

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TIP: If you enter the [["language code"]], e.g. **[[en]]** (or only [en] for MySQL installations), in the **filter criteria** of the **text module overview**, you will see all text modules of that language code that have not yet been translated, as they are created with this code. If you now edit a text module and then select "Save & Close", the text module drops out of the filter criteria. This makes it easier to work through the text modules that are still untranslated.

1. /daisy/webdesk-manual-admin/447-dsy.html?language=4