

## Faculty: Change Text Editor

Hart Wilson - 2023-12-27 - Comments (0) - Faculty

The upgrade to Moodle 4.1 brought with it a new ["TinyMCE" text editor](#) with a wide range of functions. Formerly, the ["Atto" editor](#), created to provide more accessible content online, was our default text editor. TinyMCE has caught up with accessibility standards and Moodle plans to phase out Atto in the not-too-distant future, so TinyMCE has been designated the default editor moving forward. It's easy to switch between the two editors, so you can enjoy the advantages each offers.

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The image shows a sequence of three overlapping screenshots from a Moodle user interface. The top screenshot shows a user menu in the top right corner with options: Profile, Grades, Calendar, My private files, Reports, **Preferences** (highlighted in red), and Log out. A red arrow points from the 'Preferences' option to the middle screenshot. The middle screenshot shows the 'Preferences' page with three main sections: 'User account', 'Blogs', and 'Badges'. Under 'User account', the following options are listed: Edit profile, Change password, Preferred language, Forum preferences, **Editor preferences** (highlighted in yellow), Calendar preferences, Content bank preferences, Security keys, Message preferences, and Notification preferences. A red arrow points from the 'Editor preferences' option to the bottom screenshot. The bottom screenshot shows the 'Editor preferences' page. It has a breadcrumb trail 'Preferences / Editor preferences'. Below the 'Test Teacher' header, there is a 'Text editor' section with a yellow background. To its right is a dropdown menu labeled 'Default editor' with a question mark icon. The dropdown menu is open, showing four options: 'Default editor', 'TinyMCE editor', **Atto HTML editor** (highlighted in blue), and 'Plain text area'. A 'Cancel' button is visible to the right of the dropdown.

1. Use the pull-down user menu in the top right hand corner of any Moodle page to select **Preferences**.
2. On the **Preferences** page, select **Editor preferences**.
3. From the pull-down menu, select the editor you want to use.
4. **Save changes**.