



Convertri Tutorial:

Quick Tips, Tricks and Hacks

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Convertri's a big product, and all these tools, features and processes can be a bit overwhelming at first.

This guide's here to give new users a few tips and hints while they get started. If you're getting to grips with Convertri for the first time, or familiarising yourself with it after a while, this guide will help you get up and running a bit faster.

It's also worth having a look at <https://convertricrashcourse.productdyno.com/>

There, you'll find a full course on how to use the Convertri editor, from adding elements and adjusting templates to more advanced topics like layers and actions.

Getting Set Up: Sites, Funnels, and Pages

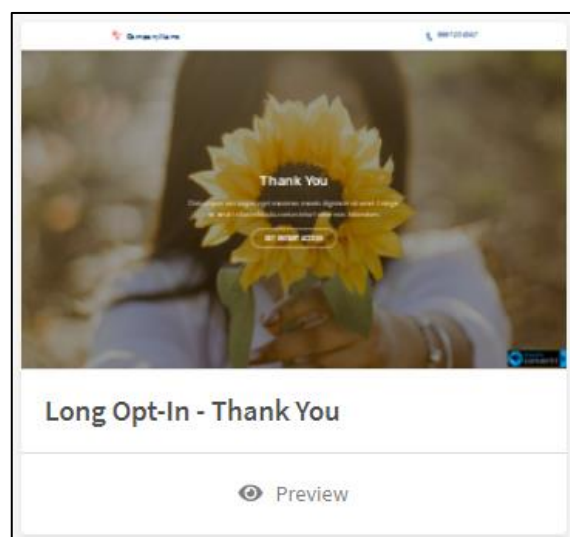
Convertri uses a system of sites, funnels and pages. A site is everything that's on a single domain. A funnel works like a folder inside that domain that you can use to group pages. A page is an individual page on the internet.

To create a page, first click inside the site you want to publish the page on (you'll have created your first one when you first logged in, it'll be something like **yoursite.convertri.com**).

Then click inside the funnel you'd like to build the page in – or create a new one using the Add Funnel button.

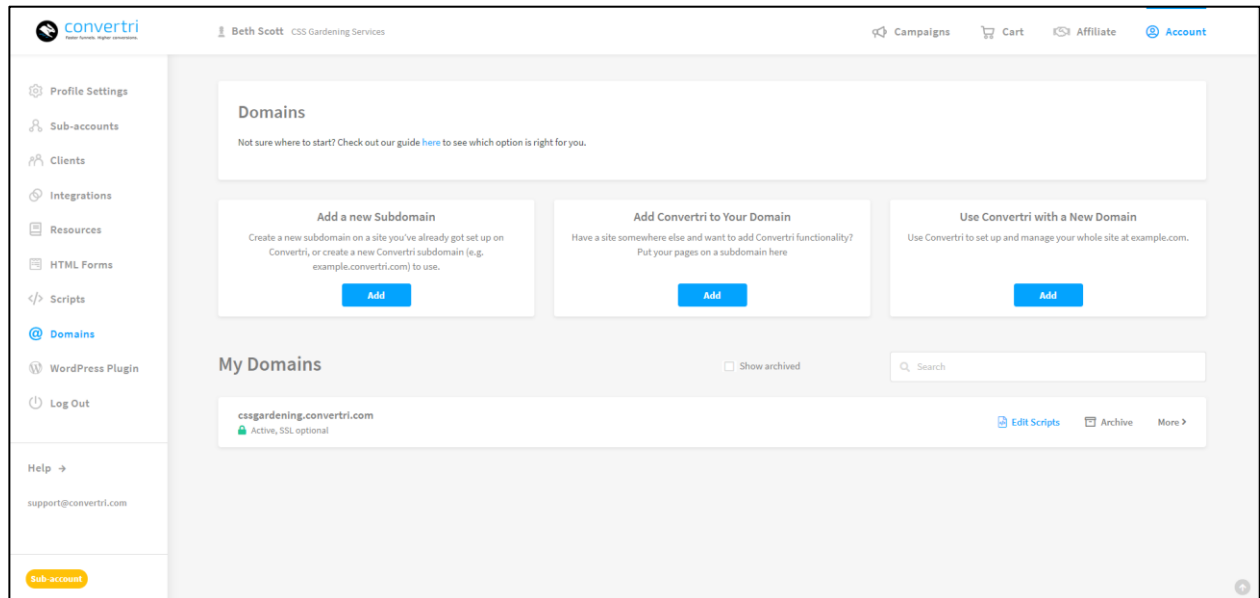
Then click Add Page. You'll see the template selector, and here you can pick a template, or use a blank page.

Click Preview to preview your chosen template:



Custom Domains

To manage your domains, click on Account in the top right-hand corner of the Dashboard, then click Domains in the left-hand menu.



In Convertri, you can have as many sites as you want at Convertri subdomains: e.g, **mysite.convertri.com**.

However, if you've purchased your own custom domain - e.g. **mysite.com** - there are a number of ways to display your Convertri pages on your URL. This article describes the best way to achieve what you want.

If you want to set up **example.com** and **www.example.com** on Convertri, use our nameservers. Adding a domain via nameservers lets you manage your domain records from your Convertri Dashboard. This is also the method we can most easily provide support for.

See this article for a full walkthrough:

[Full Walkthrough: Setting Up A New Custom Domain](#)

If you want to publish your Convertri pages on a site you already own, you can use the CNAME method to publish your Convertri pages on a subdomain, like **offers.example.com**.

See this article for a full walkthrough:

[Full Walkthrough: Publishing Your Convertri Pages On Your Existing Website](#)

If you already have an existing site on **example.com**, and you want your Convertri pages to be on **example.com/path**, you can achieve this in two ways: if you're using Wordpress, you can download our Wordpress plugin. If you've got a different kind of site, you can use our HTML export feature and then add the file via FTP.

Note that we **STRONGLY, STRONGLY** recommend you publish on a subdomain using the CNAME method explained above, rather than use the plugin or HTML export. Convertri pages using these methods are provided via iFrame, and some Convertri features (and some tracking) will not work, and you also won't benefit as much from our load speed optimisations. If you do use these methods, make sure you check your pages thoroughly before driving traffic.

Here's how to install and use the Wordpress plugin:

<https://help.convertri.com/article/98-how-to-use-the-wordpress-plugin>

Here's how to use the HTML export feature:

<https://help.convertri.com/article/45-how-to-export-a-page-to-html>

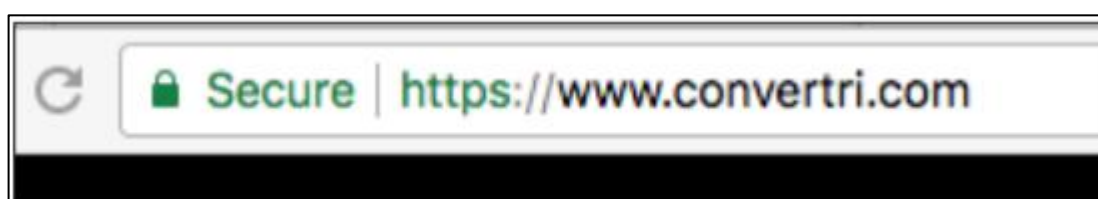
SSL

SSL is provided by Convertri on all your Convertri subdomains and custom domains.

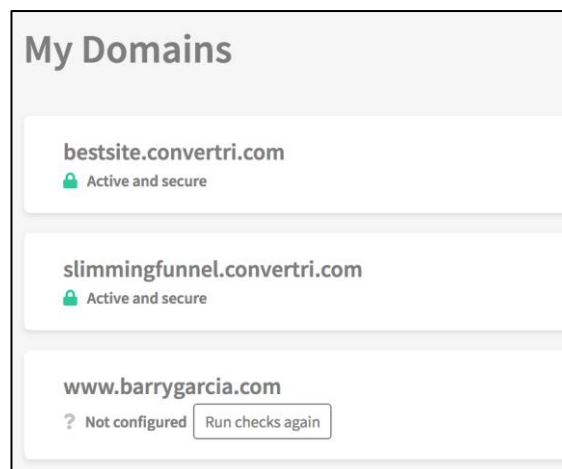
We serve both HTTP and HTTPS versions of your pages, so if you see something like this on one of your Convertri pages:



99% of the time it'll just be because you're looking at the HTTP version. Add an 'https://' into the address bar and you'll see the secure version:



Convertri will automatically set up SSL for Convertri subdomains, but you may need to enable it if you have a custom domain. You can check if this is the case by going to your Domains screen, and looking at your list of sites and their security messages.



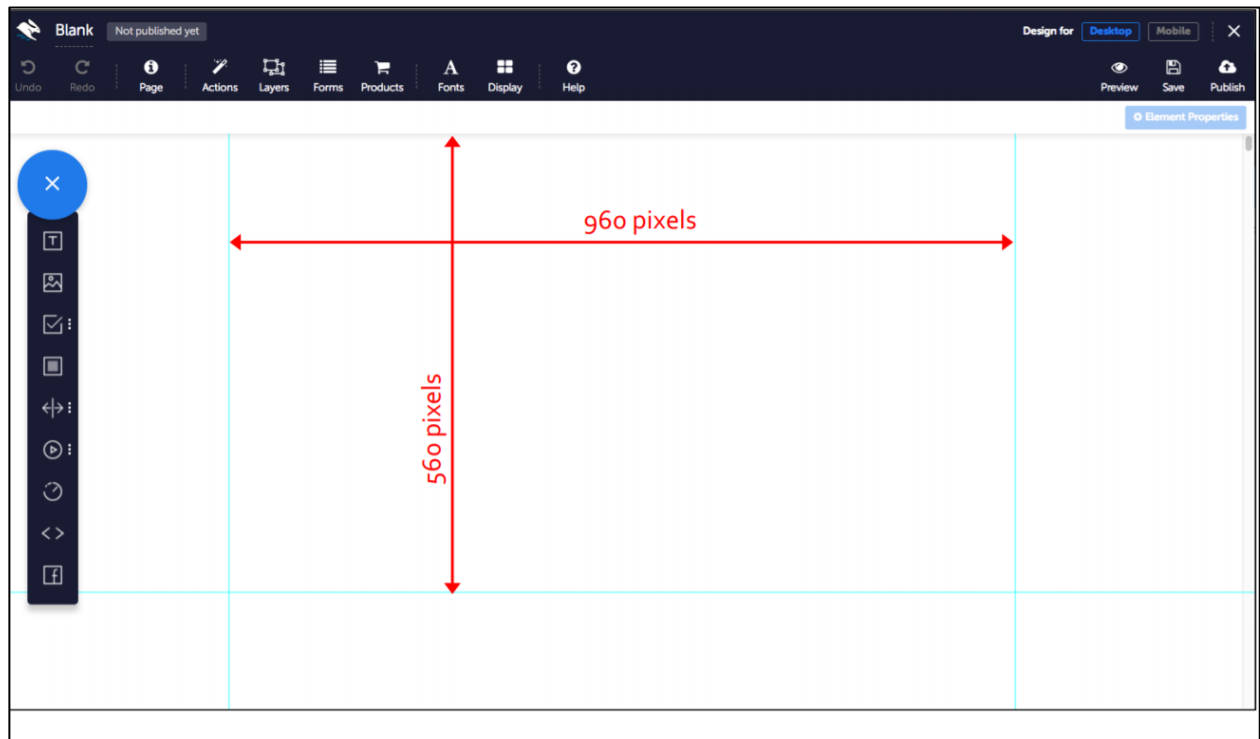
If you have a custom domain, it may display a Run Checks Again button. If you've set everything up correctly, click this button. Once SSL is enabled on your site, the grey padlock icon will change to green.

Important: If you're using HTTP content on your pages – either in an iFrame or as a script – it won't work on the HTTPS version of your page. We recommend using HTTPS content wherever possible.

Editor Hacks

Guidelines

You'll see three guidelines when you open the editor – 2 vertical and one horizontal.



The 2 vertical lines show a 960px width. You don't have to put your elements between these lines – anything outside them will still publish fine – but be aware these elements could be off the screen for some monitors. Any elements placed between these guidelines will be visible on any desktop screen.

The horizontal line is set at 560px, and shows the fold line. Anything above this line will be visible when your visitor first loads the page, anything below it they might have to scroll for, depending on the size of their monitor.

This line is set at a fairly aggressive level – on most monitors, anything above 640px will be shown without scrolling – but if you place your elements above this line, you can guarantee they'll be visible without scrolling on any screen.

These guidelines are always visible in the editor, but they won't be shown when you publish your page.

Moving multiple objects

If all of the elements are contained within a panel, you can move that panel and everything that fits inside will move with it.

You can also click to select your first element, then Shift + click others to multi-select. When elements are multi-selected you may be able to edit common properties in the Properties panel such as colors, sizes and fonts. However, you cannot edit element-specific properties such as element name or assigned field type, bring forward or send backward.

Shifting large sections of your page

Hold Shift while dragging an element, and everything below it will move down or up at the same time. This is very useful for adding extra sections without needing to reposition everything manually.

Have a look at the video here for a demo:

<http://help.convertri.com/article/47-section-between-sections>

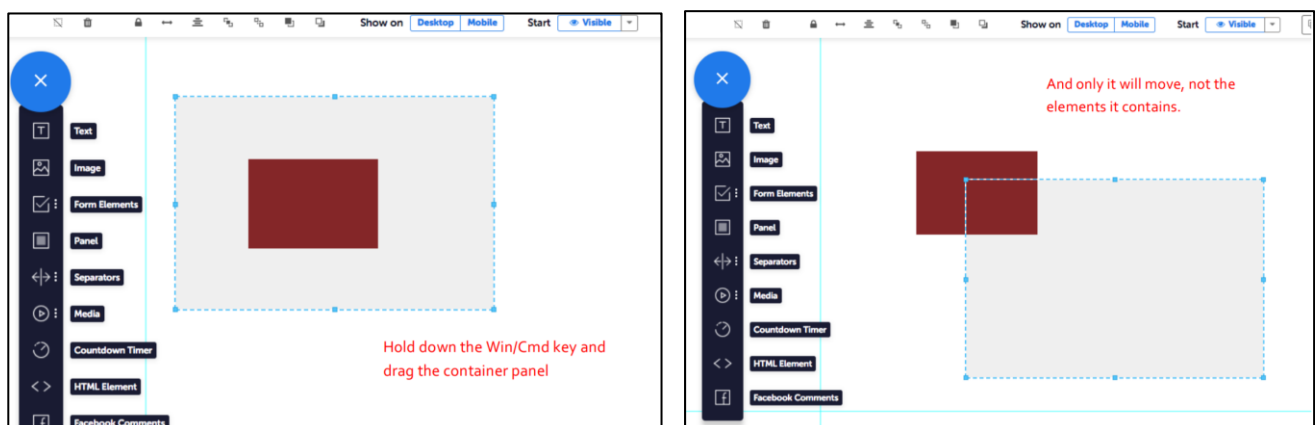
Quick-clone elements

Hold down the 'Alt' key and drag an element to generate a perfect clone of that element.

This feature also understands containment, so if you clone an element which has other elements inside it - like a panel - everything will be cloned.

Only Affecting Container Elements

Alternatively, if you just want to move the container and none of the elements it contains, you can use Win-drag (or Cmd-drag on a Mac) to only affect a backing element and not the elements it contains.



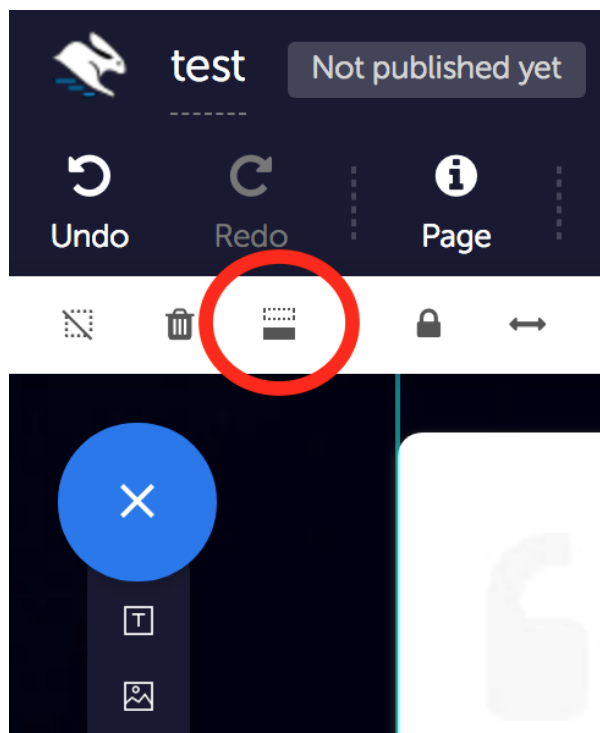
Intelligent resizing

Hold Shift while resizing elements with their handles, and everything else on the page will flow around the element as it grows or shrinks. This is perfect for adjusting the size of sections without lots of fiddly changes.

Remove whitespace

Using Shift+drag is useful to close up small chunks of whitespace. But, with larger sections, you can click the element below the whitespace you want to close up and then click Remove Whitespace on the Quick Actions toolbar.

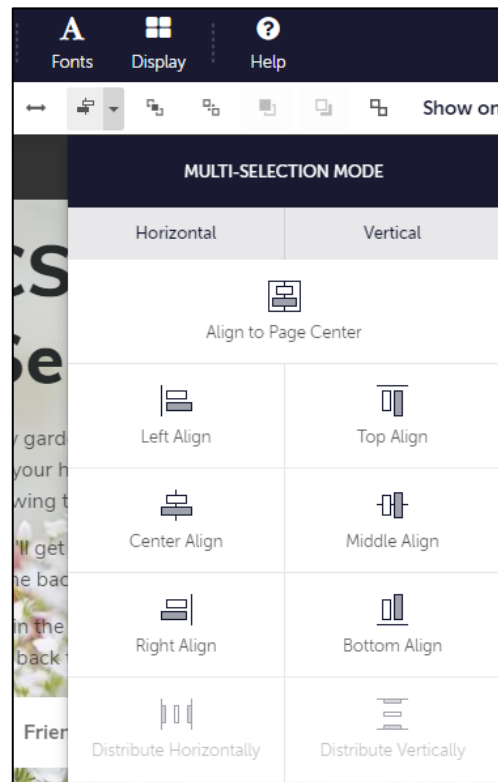
The selected element will then move all the way up to the bottom of the next element.



Element alignment and distribution

If you want to distribute elements evenly across your page, you've got a range of options. To quickly center an element, click to select it then click the Element Alignment button in the toolbar. The element will snap to the center.

To position multiple elements in relation to each other, Shift + click to select multiple elements, then click the small arrow next to the Element Alignment button.



The options are:

- Align to Page Center - aligns all elements to the center of the page.

HORIZONTAL

- Left Align -- aligns all elements to the leftmost element edge.
- Center Align – aligns all elements to the center of the middle element.
- Right Align – aligns all elements to the rightmost element edge.
- Distribute Horizontally (3 or more elements) – distributes elements evenly between the first and last element, left to right.

VERTICAL

- Top Align – aligns all elements to the edge of the topmost element.
- Middle Align – aligns all elements to the middle.
- Bottom Align – aligns all elements to the edge of the bottommost element.
- Distribute Vertically (3 or more elements) – evenly distributes elements between the first and last element, top to bottom.

If you have an element which contains other elements selected, you'll also find some extra options for aligning elements within that container.

CONTAINER

- Justify Horizontally – evenly distributes contained elements horizontally within the container, with the top and bottom element flush against the container's left and right edge.
- Justify Vertically – evenly distributes contained elements vertically within the container, with the top and bottom element flush against the container's top and bottom edge.
- Distribute Horizontally – evenly distributes contained elements within the container, including an equal space between the first and last elements and the container's left and right edges.
- Distribute Vertically – evenly distributes contained elements within the container, including an equal space between the first and last elements and the container's top and bottom edges.

Convertri Affiliate Badge

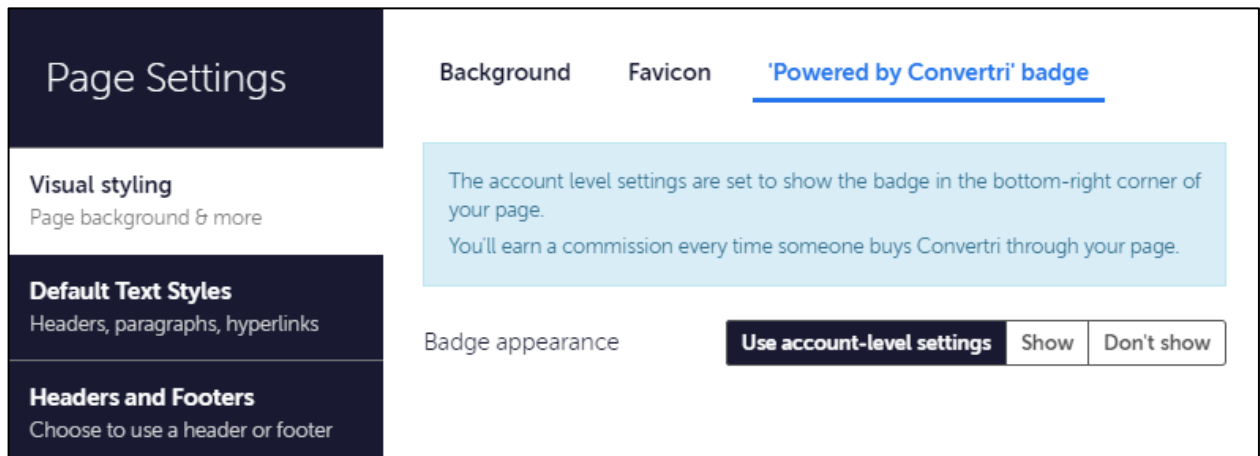
When you publish your page, you may see a badge like this in the bottom-right corner:



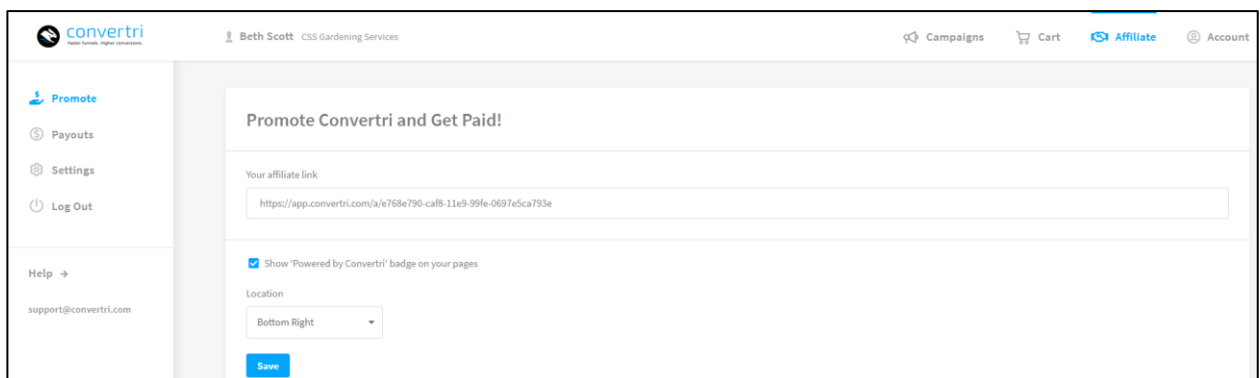
This is the Convertri affiliate badge. You can add your affiliate link, and then get a commission if any of your visitors click the badge and buy their own Convertri licence.

However, if you don't want it displayed on your pages, you can switch it off.

You can configure this either for individual pages by clicking Page in the top toolbar, then clicking 'Powered by Convertri' Badge in Visual Styling:



Or you can configure the default for all pages in your account by clicking Affiliate in the top right-hand corner of the Dashboard:



If you update affiliate badge settings here, you'll need to republish your pages for these changes to take effect.

Knowledgebase

If you need more help, we're not far away :)

You can join the Facebook Group, which has lots of other Convertri users who can help you out, at <http://facebook.com/groups/convertri>.

Or, you can access our Knowledgebase at <http://help.convertri.com>. You'll find lots of tutorial articles and videos there.

For more technical queries, get in touch with our support desk at support@convertri.com.

We don't currently offer live chat, though we're hoping to do so in the future.

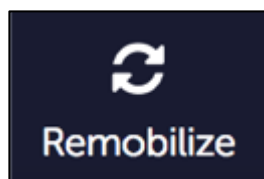
Mobile

Convertri's mobile system works a bit differently to what you'll find in block-based editors. In particular, you've got flexibility to design your mobile page much as you do your desktop page, but because of this flexibility, mobile isn't 100% automatic. You'll need to check all the elements on your mobile page are arranged as you want them before publishing.

To ensure your page translates well to mobile, it's important to keep in mind that Convertri mobilises elements from left to right across your page. This means your elements will be stacked in top left to bottom right order.

Our mobile algorithm also respects containment, so when it finds a panel, it will add that panel to the mobile version including any elements contained within. So, if you have a collection of elements you'd like to keep together, make sure you contain them within a panel, even if it's hidden or transparent.

The Remobiliser



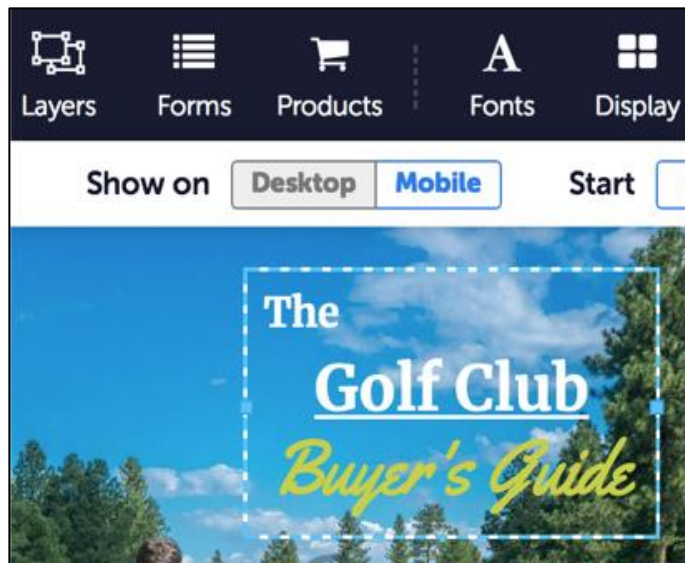
After you make a change to the mobile version of your page, clicking the Remobilise button in the top toolbar will run Convertri's automatic mobile conversion again. This means any changes you made will be undone, and the mobile page will revert to how it looked when you first accessed the mobile version.

Convertri only mobilises a page once: if you add or delete elements via the desktop version after you first access the mobile version, they will just appear at the bottom of the mobile page. Use the Remobilise button after you've added more to arrange elements automatically - or, use the free-form mobile editor to put things exactly where you wish.

Free-form Editing

You can't add or delete elements in Mobile view, but you can hide certain elements on mobile and keep them visible on the desktop version. To do this, select the element you want to show or hide in the mobile view, and toggle Show on Desktop/Mobile in the toolbar. On any greyed out option, your element will be invisible.

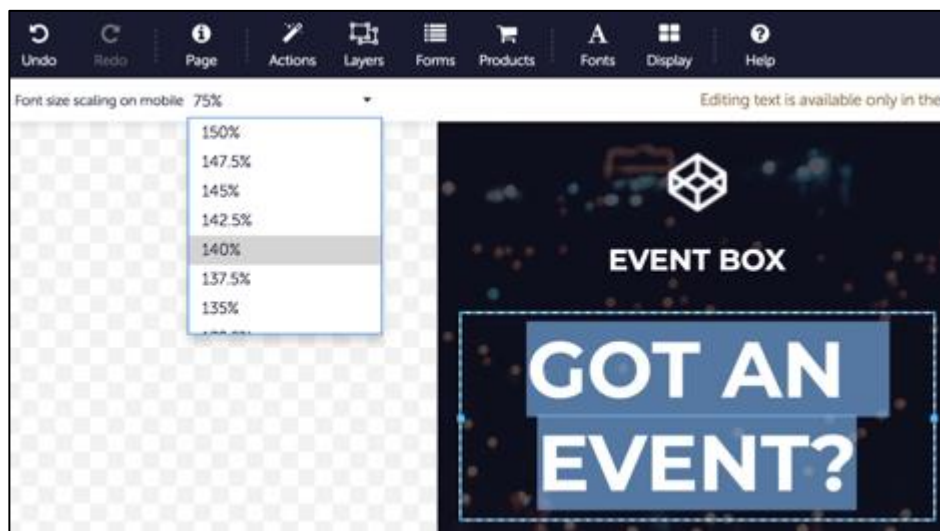
If you hide an element on mobile in the mobile view and can't find it again, switch back to the Desktop view (where it will still be visible) and toggle on Show on Mobile.



Resizing text

Convertri automatically scales your text to 150% on mobile to accurately reflect mobile scaling: on most screens, text that is 18pt on mobile looks the same as 12pt on a desktop. You can change this using Default Styles in the Page settings.

If you'd like to resize one bit of text, you can adjust it by selecting text inside your text element, and clicking the Font Size Scaling dropdown in the Quick Access toolbar.



Forms

If you find your forms aren't submitting properly, it's almost always due to your form inputs not being wired up correctly.

All you need to do is map up the form inputs to the form field types provided by your autoresponder, or to keep things simple, set up email form notifications.

You can check out this guide and other articles in the Knowledgebase on fixing common issues:

<http://help.convertri.com/article/141-forms-setup-and-troubleshooting>

Page Importer

If your account has the Page Importer enabled, you'll see an Import From URL option when you select Import Page.

If you don't have it and you think you should, contact support@convertri.com with your account details.

The Page Importer will let you import a copy of any page **you own** into the Convertri editor. It's designed to import text and images. Some elements, such as videos and custom fonts, won't be imported. Convertri will substitute a Google Font for any font it doesn't recognise.

The copies the importer produces should be pretty close to the original page, but they're unlikely to be perfect. You'll probably need to do some editing and tidying up – but it'll still be a lot quicker than rebuilding the page from scratch.

Certain pages won't import properly, or at all. These include:

- Pages which use elements that Convertri doesn't support
- Pages which display 'loading' animations before the main page appears

If you find a page that you think should import but doesn't, contact support@convertri.com with the URL of the page you're trying to import.

Quick Tips

You'll see some Quick Tips pop up in the Page Builder whenever you edit a page. If you turn them off, they'll turn back on automatically in 7 days. They contain bite-size hints on editing your pages. Here's the complete list, plus a few more:

- Hold shift when you drag elements up or down to move everything below it as well. Great for adding new content to the middle of a page!
- Use 'Element Outlines' in the Display menu to easily find invisible elements.
- Want to improve the SEO on your page? Go to Page → Meta Info to update all the details.
- Hold shift and click to select multiple elements. You can then move them and update their properties all at once.
- Don't want an element to appear in mobile view? Select it then click Mobile in the Quick Actions toolbar to disable it.
- Clone elements quickly by holding down the Alt key when dragging. It'll even clone all the contained elements as well!

- Want to move an element but not the elements it contains? Hold down the WIN key (or CMD on a Mac) and drag – you'll do just that.
- To make sure elements appear together automatically in your mobile version, put them inside the same panel (it can be transparent!)
- Set up default styles to let you change all the text on your page at once by going to Page → Default Styles.
- Unsightly gaps in your page? Select an element and click Remove Whitespace in the Quick Actions toolbar to move everything up a notch.
- Switch off autoplaying HTML elements while you're editing your page by toggling Preview HTML in Editor on or off in the Properties panel.
- Hold shift+drag when resizing an element, and others around will move out the way. Container elements will also resize to accommodate your element's new size.
- Need to undo an action? Ctrl+Z will quickly undo any mistakes.
- If you want to quickly center an element without fiddling with guidelines, select it and click Element Alignment in the Quick Actions toolbar.
- If you want to distribute elements easily across a page, Shift + click to multiselect those elements and click the small arrow next to Element Alignment. You can distribute elements horizontally or vertically.
- Need a good stock image? Click to insert an image from the Elements tray, then click Pixabay to search their vast library, 100% free for commercial use.
- Change a button's mode to Download to let users click that button and instantly download your lead magnet. Max size 40mb.
- Create a gradient background by adding a panel, going to Background in its Properties panel then clicking the color picker. Choose colours and direction by clicking the Gradient tab.

Support

And finally, a quick note on support.

Our support e-mail address is support@convertri.com. Our official business hours are 9AM-5PM GMT, Mon-Fri. That's not to say you won't get a response outside that time, but in that period we guarantee it.

Every time you send in a ticket, you should get an autoresponse confirmation. If you don't, it means we didn't get your message.

We try to answer queries as soon as possible. Except during particularly busy periods, we try to reply within one working day. If your query is complicated or you've found a bug, it'll need to be escalated to the tech team to resolve – these will take a bit longer, but we'll still try to fix them as soon as we can.

Want to learn more?

We've created a Convertri Crash Course if you want to get really into the nitty-gritty of everything that's possible with Convertri.

In it, you'll learn how to make the most of Convertri, and create the pages you've always dreamt of which load at speeds that are out of this world.

This is free for all Convertri users. You can get access here:

<https://convertricrashcourse.productdyno.com/>