

Managing Multilingual Fields in the Content Editor

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Opening the editor and choosing the language you want to update

In Sherkety ERP & Website Platform, start from the **Admin Dashboard** or open the website section you want to edit using the inline edit tools covered in [Previewing Changes Before Saving Content](#). When the **Content Editor** opens, look at the top area of the editor for the current language indicator. This is the first thing to check before you type anything, because the fields you see may belong to one language while shared settings stay the same for everyone.

1. Open the content item you want to update.
2. Find the **language selector** in the editor header.
3. Choose the language you want to work on.
4. Wait for the form to refresh, then confirm the selected language before editing any text field.

[SCREENSHOT: Content Editor header with the language selector highlighted]

As you move through the form, treat fields in two groups:

Field type	What it means for you
Language-specific fields	These change per language, such as page text, headings, summaries, body content, and translated search text
Shared fields	These stay the same across languages, such as general publishing choices or other global settings when shown that way in the editor

If a translation has not been added yet, you may see an empty field after switching languages. In some cases, the text may appear to match the main language version. That is your sign to slow down and confirm whether you are looking at a translated value or a shared value. Do not assume that matching text means the translation is complete.

Before editing, scan the field labels and the selected language one more time. That quick check helps you avoid replacing the wrong language version.

Editing language-specific fields without changing shared content

Once you have selected the correct language, update only the fields that are meant to vary by locale. In Sherkety ERP & Website Platform, this usually includes visible page text such as **Title**, **Summary**, **Description**, long-form content, and translated search-facing fields when those appear in the editor. If you worked through [Editing Multilingual Content in the Editor](#), this is the step where you focus on the field-by-field language differences rather than the overall editing workflow.

1. Switch to the target language in the **language selector**.
2. Click into each translated text field and replace the content with the correct wording for that language.
3. Review long-text areas carefully so headings, paragraph breaks, and emphasis still read naturally.
4. If the editor includes translated search fields, update those in the same language before moving on.
5. Switch back to another language to compare, then return to continue editing if needed.

[SCREENSHOT: Localized text fields in the Content Editor for two different languages]

Be especially careful with longer content blocks. If a page section includes formatted text, review the structure as well as the wording. A translation may be accurate but still look wrong if a heading becomes part of a paragraph or if a call-to-action line is placed in the wrong spot.

Leave shared fields alone unless you intentionally want to change them for every language. Examples include items such as a shared **slug**, **publish status**, category choice, or media selection when those appear as global settings in the same entry. Changing one of these affects the full content item, not just the language you selected.

A good habit is to switch between languages while editing the same entry. If the translated fields change and the shared settings stay fixed, you are working in the right place.

Keeping translations aligned across languages

Good multilingual editing is not only about translating words. In Sherkety ERP & Website Platform, you also need to keep the structure, meaning, and user action consistent across languages. When one version says “Request a Demo” and another version uses weaker or unrelated wording, visitors may get a different message depending on the language they choose.

Start by comparing the main language version with the language you are editing. Look at visible items such as section headings, short descriptions, call-to-action text, and any repeated labels inside the same content entry. If one language has an extra sentence, a missing heading, or a different offer description, decide whether that difference is intentional before saving.

Use this checklist while comparing languages:

- Keep headings in the same order across languages.
- Make sure call-to-action text points to the same action.
- Check repeated terms so the same business concept is translated the same way throughout the entry.
- Review any grouped content blocks so one language does not have fewer completed parts than another.
- Confirm that translated text still matches shared elements such as images or links.

[SCREENSHOT: Side-by-side comparison of the same content entry after switching between languages]

This is especially important when an entry includes reusable sections or repeated items. Even if you are not editing the repeated structure itself yet, the wording inside those items should stay aligned. For example, if a service card, FAQ item, or feature block appears in multiple languages, the names and descriptions should reflect the same offer.

Also watch for mismatches between localized text and shared content. A translated heading may describe one service while the shared image or selected category still points to another. When that happens, the page feels inconsistent even if the translation itself is correct.

Reviewing each locale before saving your changes

Before you save, move through every enabled language one by one. This final review helps you catch missing text, incomplete translations, and language-specific errors

while you are still inside the **Content Editor**. If you already use the preview process from [Previewing Changes Before Saving Content](#), apply the same habit here, but focus specifically on localized fields.

1. Open the **language selector** and choose the first language you need to review.
2. Scan the full form for empty required fields, partial translations, or text left in another language.
3. Repeat the same check for each additional language.
4. Use the preview area or preview action, if available, to see how the selected language will appear on the page.
5. Return to the form and correct any field that shows a warning or validation message.

[SCREENSHOT: Preview view showing localized page content after switching language]

Pay close attention to translated metadata fields such as page title and description when they are available in the editor. These are easy to miss because they may appear lower in the form or in a separate section from the main page text. If the page content is translated but the metadata is still in the wrong language, the result is incomplete.

Validation messages usually appear near the field that needs attention. If you see a warning beside a title, summary, or long-text field, fix that field before moving on. Do not rely on memory when switching between languages—review the actual values shown in the form each time.

A careful language-by-language pass takes only a few minutes and prevents most save problems.

Saving multilingual updates and understanding validation results

After reviewing each language, save the content entry from the **Content Editor**. In Sherkey ERP & Website Platform, the save result matters just as much as the edits themselves. Watch the screen closely after clicking **Save** so you can confirm whether your changes were accepted or whether the editor is asking for more information.

1. Click **Save** after finishing your language review.
2. Wait for the editor to respond before switching screens.
3. Read any success or error message that appears.

4. If saving fails, return to the highlighted fields and correct them.
5. Save again only after all visible validation issues are cleared.

[SCREENSHOT: Save confirmation message in the Content Editor]

If the save works, you may see a confirmation message, updated status text, or another visible sign that the entry has been stored. Use that feedback as your checkpoint. Do not close the editor immediately if you are unsure whether the save finished.

If the save is blocked, the most common reason is that a required translated field is empty in one of the languages you reviewed. The editor may highlight the affected field directly, or it may keep you on the form until the missing value is completed. Go back through the language selector and check each translated field that matters for that entry.

Sometimes the issue is not the content itself. If a language is missing, a required field behaves unexpectedly, or you cannot update a translation that should be editable, the problem may need an administrator's help. In that case, ask the person who manages admin access or content setup to review language availability, required-field rules, or your editing permissions.

Fixing common problems with missing or inconsistent translations

Most multilingual editing problems in Sherkety ERP & Website Platform come from switching languages quickly and assuming every field behaves the same way. When something looks wrong, start with the visible clues in the editor rather than retyping everything.

If a field looks blank after you change languages, first check the **language selector** in the editor header. You may be viewing a language that has not been translated yet. Next, look at nearby shared settings and compare them with the text fields. If the page text is empty but the shared options remain filled, that usually means the translation for that language still needs to be entered.

If you cannot save, look for validation messages beside the affected fields. Common signs include empty required text boxes, incomplete translated metadata, or a field that still contains the wrong language. Work through the highlighted inputs first instead of scanning the whole page at random.

Use this quick problem guide:

Problem	What to check
Text disappears after switching language	Confirm the selected language and see whether that field is translated or shared
Save is blocked	Review required translated fields and fix the inputs marked with validation messages
Languages do not match	Compare each locale's visible text and make sure shared fields were not edited by mistake
A language is missing	Ask an administrator to confirm that the language is enabled for your content and your access level

[SCREENSHOT: Validation warning beside a translated field]

If content differs unexpectedly between languages, switch back and forth between them and compare the exact field values. This often reveals that one language was updated while another was left unchanged. The next guide, [Editing Structured Content and Repeating Items](#), builds on this by showing how to handle multilingual content inside grouped and repeated sections.

Overview

- Use the **language selector** in the **Content Editor** before editing any text field.
- Update only language-specific fields such as headings, summaries, body text, and translated search-facing content when those fields appear.
- Leave shared settings unchanged unless you want the change to apply across all languages.
- Compare languages inside the same entry to keep headings, calls to action, and section wording aligned.
- Review every enabled language before clicking **Save**.
- Use preview tools from [Previewing Changes Before Saving Content](#) to confirm how localized content appears.
- Fix validation messages directly in the fields they point to.
- Ask an administrator for help if a language is unavailable or if required translation rules prevent you from completing the update.

This guide focuses on managing translated field values inside one content entry. It does not repeat the general editor workflow or preview basics already covered in earlier Content Editor documents.

Prerequisites

- You can sign in to the admin area and open the **Content Editor**.
- You already know how to reach editable website content from the admin area or inline edit controls.
- You are familiar with the basic editing flow described in [Editing Multilingual Content in the Editor](#).
- You have already used the preview process described in [Previewing Changes Before Saving Content](#).
- The content entry you need to update already exists.
- At least one additional language is available in the editor for the content you are working on.
- You have the wording needed for each language before you begin, especially for titles, summaries, and page descriptions.

If any expected language does not appear in the **language selector**, stop there and ask an administrator to confirm that the language is enabled for your content area.