

Using Drawers for Focused Editing and Review

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Opening a drawer without leaving the current page

In Sherkety ERP & Website Platform, a drawer opens when you choose an action that needs more space than a small pop-up but does not require leaving the page. You will usually open one by clicking **Edit**, **Review**, **View details**, or a row action from an admin list such as **Content**, **Services**, **Pricing**, **SEO**, **Users**, or **Settings**. On public pages, editors may also open a side panel from inline editing controls when updating website sections.

When the drawer opens, it slides in from the side and keeps the current page visible behind it. This is useful when you need to check the page you came from while working. For example, you might keep a dashboard, content list, or website section in view while reviewing one item in the drawer. If you need a refresher on how drawers fit into the overall layout, see [Understanding Dialog and Drawer Layouts Across the Platform](#).

Most drawers include the same main areas:

- A **title bar** at the top showing what you opened, such as an item name or editing task
- A **close icon** in the top corner
- A **scrollable content area** with fields, details, or review information
- A **primary action button** such as **Save**, **Update**, **Publish**, or **Confirm**
- A **secondary action button** such as **Cancel** or **Close**

The drawer's state is usually clear from the title and buttons. If you see editable fields and a button like **Save** or **Update**, you are in edit mode. If the drawer mainly shows information and offers **Close**, **Review**, or a decision action, you are in review mode.

[SCREENSHOT: A side drawer open over an admin list, showing the title bar, close icon, form area, and action buttons]

Editing records in the drawer

When you open an item for editing in Sherkety ERP & Website Platform, the drawer usually shows the current values already filled in. This lets you review what is there before making changes. In the admin area, this is especially useful when updating website content, service details, pricing information, SEO entries, user details, or site settings without leaving the page you are working on.

1. Open the item by clicking **Edit** or the row action that starts editing.
2. Review the fields already shown in the drawer.
3. Change the values you need.
4. Click **Save**, **Apply**, or **Update** in the drawer footer.

The fields you see depend on the screen, but the interaction is consistent. You may work with:

- **Text fields** for names, titles, labels, or short entries
- **Dropdown lists** for selecting an option from available choices
- **Switches or toggles** for turning features on or off
- **Multi-line text boxes** for descriptions, notes, or longer content
- **Language-specific fields** when editing localized content

Because the drawer stays attached to the current page, you can compare your edits with the surrounding content as you work. This is especially helpful for inline website editing and content review, where wording and layout context matter.

If something is missing or entered in the wrong format, Sherkety ERP & Website Platform usually shows a validation message next to the field that needs attention. Required fields may be highlighted, and the main action button may stay unavailable until you fix the issue. Before clicking **Save**, scroll through the full drawer to make sure there are no messages lower down in the form.

[SCREENSHOT: Editing drawer with prefilled fields, a highlighted required field, and Save/Cancel buttons]

Reviewing details side by side with the main page

A drawer is especially useful when your goal is to review rather than edit. In Sherkety ERP & Website Platform, you can open a record from a dashboard, admin list, or website editing view and read the details while the original page remains visible in the background. That means you do not lose your place in a table, content list, or page section while checking one item more closely.

This side-by-side setup works well for tasks such as:

- Checking an item's current status before changing it
- Reading notes, comments, or descriptive content
- Verifying page content against what appears on the website
- Comparing one record with nearby rows in a list
- Reviewing details from several items one after another

For example, you might open a content item from the **Content** area, read its current text in the drawer, close it, and immediately open the next item from the same list. You stay on the same page the whole time, so there is no need to reload a full screen for each record. The same pattern is useful in **SEO**, **Services**, **Pricing**, and **Users**, where quick comparison matters.

Review mode is often easy to recognize because the drawer emphasizes information rather than editable inputs. You may see labels, status indicators, timestamps, or read-only text blocks instead of form fields. If an action is available, it usually appears at the bottom or top of the drawer so you can decide what to do after reviewing the details.

This approach is faster than full-page navigation when you are doing approval checks, content quality review, or quick verification across multiple items.

[SCREENSHOT: Review drawer open beside a list, with the selected row still visible in the background]

Completing tasks from the drawer

Many drawers in Sherkety ERP & Website Platform do more than display information. They also let you finish the task immediately from the same side panel. Depending on the screen, the main action area may include buttons such as **Save**, **Update**, **Publish**, **Assign**, **Approve**, or another status-changing action tied to the item you opened.

1. Open the item from the current page.
2. Review the information in the drawer.
3. Make any needed changes or confirm the details.
4. Click the main action button.
5. If a confirmation message appears, choose **Confirm** to continue or **Cancel** to stop.

High-impact actions may trigger a confirmation step before Sherkety ERP & Website Platform applies the change. This is common when the action affects visibility, status, or content that others will see. If you want more detail on these confirmation steps, see [Understanding Dialog Actions and Safe Confirmation Steps](#).

After a successful action, the page behind the drawer usually reflects the result. You may notice:

- An updated status label in the row you opened
- New values shown in the list
- Changed counts on a dashboard or summary area
- A success notification confirming the action

In some cases, the drawer closes automatically after saving or updating. In others, it stays open so you can continue reviewing or make more changes. Both behaviors support fast work because you remain on the same page and can move directly to the next item. This is especially helpful when processing several content updates or reviewing multiple admin records in sequence.

[SCREENSHOT: Drawer footer with a primary action button and a confirmation prompt after clicking it]

Managing unsaved changes and closing the drawer safely

You can usually close a drawer in Sherkety ERP & Website Platform in several ways. Common options include the **close icon** in the top corner, a **Cancel** button in the footer, or the **Escape** key. Some drawers may also close if you click outside the panel, depending on the screen and the type of task you are doing.

If you opened the drawer only to review information and did not change anything, closing it simply dismisses the panel and returns your full attention to the page behind it. That is different from edit mode. When you have changed one or more fields, closing the drawer may trigger a warning so you do not lose your work by accident. You may be asked to discard your changes or return to the drawer and save first.

Use this approach to close safely:

1. Check whether you changed any fields in the drawer.
2. If you made edits, click **Save**, **Apply**, or **Update** before closing.
3. Wait for the success message or visible page update.
4. Close the drawer only after you confirm the change was applied.

Editors and administrators should always confirm that the save actually went through. The easiest way is to look for one or more of these signs on the main page:

- A success toast or notification
- Updated text or values in the list or page section
- A changed status badge
- The same saved values when reopening the item

If the drawer was used only for review, you do not need to save anything. In that case, **Close** or **Cancel** simply exits the panel.

[SCREENSHOT: Unsaved changes warning shown when closing an editing drawer]

Fixing common drawer interaction problems

Most drawer issues in Sherkety ERP & Website Platform are easy to spot once you know where to look. If a drawer does not behave as expected, start with the action you clicked and the messages shown inside the panel or on the page.

If **Edit** or **Review** does not open a drawer, first make sure the page has finished loading. On slower connections, action buttons may appear before all content is ready. Also check whether that action is actually available for the item you selected. Some rows may allow viewing but not editing, depending on the screen or your access level.

If the **Save** or **Update** button is disabled, the most common cause is incomplete or invalid information in the drawer. Look carefully for:

- Required fields that are still empty
- Validation messages beside a field
- Incorrect values in text or selection fields
- Sections lower in the drawer that need attention

Scroll through the entire panel before assuming the button is broken. A missing field near the bottom is easy to miss.

If your changes do not appear on the main page after closing the drawer, confirm that you saw a success notification. If not, reopen the item and check whether the old values are still there. You can also refresh the current page and review the row again. This helps separate a display delay from an unsaved change.

If the drawer closes unexpectedly or your work disappears, think about how it was closed. An outside click, pressing **Escape**, or accepting a discard-changes prompt can

all dismiss the panel. If the issue happens after a long idle period, sign in again and reopen the item before re-entering your changes.

[SCREENSHOT: Disabled Save button with visible field validation messages inside the drawer]

Overview

Drawers in Sherkety ERP & Website Platform are designed for focused work without interrupting your place on the current screen. Instead of opening a separate page, a drawer lets you edit, review, and complete actions in a side panel while keeping the original list, dashboard, or website section visible behind it. This makes drawers especially useful in the admin area, where you may need to move quickly between content items, service entries, pricing records, SEO details, settings, or user information.

Use a drawer when you want to stay anchored to the page you started from. That is the main advantage over full-page editing. You can open one item, check the details, save or close it, and immediately continue with the next item in the same list. For content work, this helps you compare what you are editing with the surrounding page context. For review work, it helps you verify details without losing your place.

Across Sherkety ERP & Website Platform, most drawers follow the same pattern:

Drawer area	What you use it for
Title bar	Confirms what item or task is open
Content area	Shows details, fields, notes, or status information
Primary action	Saves, updates, publishes, or confirms the task
Secondary action	Cancels or closes without applying a new action
Close icon	Dismisses the drawer quickly

If you are still getting comfortable with drawer behavior, pair this guide with [Working With Drawers Dialogs and Confirmation Prompts](#) and [Understanding Dialog and Drawer Layouts Across the Platform](#). Those guides explain the shared patterns; this one focuses on using drawers to finish real work efficiently.

Prerequisites

Before you can use drawers for editing or review in Sherkety ERP & Website Platform, make sure you are working from a screen that actually offers drawer-based actions. These are most commonly found in the admin area after signing in, especially on pages such as **Dashboard**, **Content**, **Services**, **Pricing**, **SEO**, **Users**, and **Settings**. Some public-facing pages also expose drawer-style editing tools when inline editing is available to authorized users.

You do not need special setup to understand the drawer itself, but a few conditions should already be in place:

- You are signed in to the admin portal if the task involves editing or managing records
- You can see action buttons such as **Edit**, **Review**, or **View details**
- The page has finished loading before you try to open a drawer
- You have permission to change the item if you expect **Save**, **Update**, or similar actions to be available

It also helps if you already know the basic interaction patterns covered in earlier documents:

- How drawers and dialogs open and close: [Working With Drawers Dialogs and Confirmation Prompts](#)
- How action buttons and confirmation steps behave: [Understanding Dialog Actions and Safe Confirmation Steps](#)
- How drawer layouts are organized on screen: [Understanding Dialog and Drawer Layouts Across the Platform](#)

If you are editing website content, be ready to review both the drawer fields and the page behind it. That side-by-side context is one of the main reasons to use a drawer instead of navigating away. From here, the next useful topic is [Resizing Panels for Better Workspace Visibility](#), especially if you work with longer forms or detailed review content.