

Using Live Preview to Review Content Before Publication

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Opening Live Preview from the editor

In Sherkety ERP & Website Platform, you open **Live Preview** while you are already editing content in the **Content** area of the admin portal. If you need a refresher on how to reach the editor, choose entries, and work through the save flow, see [Understanding the Content Editor Workspace and Save Flow](#).

1. Sign in and go to the admin area.
2. Open **Content** from the admin navigation.
3. Select the page or section you want to edit.
4. Make sure you are on the correct content entry and, if your content has language versions, confirm the correct language is selected.
5. Open **Live Preview** from the editor screen.

[SCREENSHOT: Content editor with the Live Preview option highlighted]

Use Live Preview when you want to see how your current edits will look on the page before those changes are made visible to visitors. This is different from opening the public website in a normal browser tab, where you only see the currently published version. The preview shows your in-progress work so you can review it safely.

Before previewing, make sure you have opened the correct page or section in the editor. If you are editing localized content, confirm you are working in the intended language version. If the editor includes draft content for that entry, Live Preview uses that draft view rather than the public version.

Live Preview is most useful after you have selected the content you want to edit and entered at least some changes in the editor fields. If nothing has been added or changed yet, the preview may simply match the current published page. When that happens, use the preview as a side-by-side check while you continue editing.

Checking wording and page content in real time

Live Preview helps you review the actual words visitors will see, not just the field values in the editor. As you update content such as headings, summaries, body text, and button labels, use the preview pane to confirm the page reads naturally and matches the tone you want.

1. Edit the text fields for the section you are working on.
2. Watch the preview area and confirm the updated wording appears as expected.
3. Read the page in the preview from top to bottom, not field by field.
4. Return to the editor fields to correct anything that feels unclear, too long, or inconsistent.

[SCREENSHOT: Editor fields on one side and Live Preview on the other showing updated heading and button text]

This step is especially helpful for:

- Page titles and section headings
- Introductory text and summaries
- Call-to-action text on buttons
- Rich text content with multiple paragraphs
- Labels that appear in cards, banners, or highlighted sections

Use the preview to catch issues that are easy to miss in a form:

- Spelling mistakes
- Awkward line breaks
- Repeated words
- Button text that feels too long
- Link labels that do not clearly describe the action

If the page includes reusable sections such as cards, banners, trust content, or shared promotional blocks, check that each edited item appears in the right place and with the latest wording. A field may look correct in the editor but still feel too formal, too long, or visually unbalanced once it appears on the page.

When reviewing, compare what you see in the preview with the values in the editor form. If the wording in the preview does not match what you typed, first confirm you are editing the correct entry and language version before making more changes.

Reviewing layout, spacing, and visual presentation

Live Preview is not only for checking text. It is also where you confirm that the page still looks right after your edits. A heading that seems fine in a field can wrap into too many lines on the page, and an optional text block can leave an awkward gap if it is empty. The preview helps you spot these issues before you save or publish.

1. Scroll through the full previewed page.
2. Check each section in the order a visitor would see it.
3. Look closely at headings, cards, banners, images, and grouped content blocks.
4. Return to the editor to shorten, expand, remove, or adjust content where needed.

[SCREENSHOT: Live Preview showing multiple page sections including banners, cards, and images]

Pay attention to:

- Section order and overall page flow
- Spacing above and below headings
- Card alignment in grouped sections
- Image cropping and whether important parts of the image are visible
- Long titles that wrap across multiple lines
- Buttons that look too wide or too crowded
- Empty areas caused by missing optional content

This review matters most on pages with promotional sections, comparison blocks, feature cards, team highlights, or ERP app content. In those areas, one oversized title or missing image can make the section look unfinished even when the text itself is correct.

Use the preview to confirm that every visible element supports the intended design. If a section looks incomplete, check whether an image is missing, whether a text field was left blank, or whether a repeated item was added without all of its content. Live Preview gives you the page-level view that the editor form cannot provide on its own.

Switching languages to verify multilingual content

If you manage content in more than one language, Live Preview is one of the fastest ways to confirm that each version is complete and visually consistent. Sherkety ERP & Website Platform supports language-aware content editing, so you should review each language version directly instead of assuming the translated fields will look the same.

1. Open the content entry you want to review.
2. Change the language using the language selector available in the editor or preview.
3. Review the translated version of the page in Live Preview.
4. Switch back and forth between languages to compare wording, layout, and completeness.

[SCREENSHOT: Language selector in the editor with Live Preview showing the translated page]

Check these items in every language version:

Area to review	What to confirm
Page title and headings	The translation is correct and not cut off
Body text and summaries	Paragraphs read naturally and match the intended meaning
Buttons and link labels	The action text is clear and fits the button space
Shared section content	Cards, banners, and repeated items display the right language

If a translation is missing, you may notice part of the page still showing the default language. That is your signal to return to the translated fields and complete the missing content. This is especially important for headings, teaser text, and call-to-action buttons because mixed-language content is immediately visible to visitors.

Also watch for layout differences between languages. Some translated phrases are longer and may wrap differently in banners, cards, or navigation-style labels. If one language version looks crowded while another looks balanced, shorten the translated wording where possible. For more detail on working with translated fields, see [Managing Multilingual Fields in the Content Editor](#) and [Editing Multilingual Content in the Editor](#).

Using preview to decide whether to save, keep editing, or publish

Live Preview works best as the final review step before you choose **Save Draft**, **Update**, or **Publish**. It gives you a visitor-style view of the page while you still have time to fix wording, images, translations, and layout issues.

1. Finish your current round of edits in the content form.
2. Open or refresh **Live Preview**.

3. Review the page from top to bottom.
4. Decide whether the content is ready for **Save Draft**, needs more editing, or is ready for **Publish**.

Use **Save Draft** when the preview shows progress but the page still needs work. This is useful if text is incomplete, one language version is missing, or images still need to be checked. Use **Update** or **Publish** only when the preview matches the final result you want visitors to see.

Remember the difference:

- Changes in Live Preview are for editor review until you save or publish them through the editor workflow.
- Visitors on the public website continue to see the published version until the updated content is made live.

If more than one person reviews content, agree on what must be checked in preview before approval. A practical review pass should include:

- Wording and tone
- Spelling and punctuation
- Button and link labels
- Images and media placement
- Translated content in each language
- Overall page appearance and spacing

[SCREENSHOT: Editor action area showing Save Draft, Update, or Publish next to previewed content]

For the save and review steps themselves, use this guide together with [Validating Saving and Reviewing Content Changes](#) and [Using Live Preview to Check Page Updates](#). Live Preview should support your decision, not replace the final save review.

Fixing common preview problems

If Live Preview does not look right, the issue is often related to the content entry, language selection, or missing page content rather than the preview itself. Start by checking what you opened and what version you are reviewing.

A few common problems and what to check:

- **The preview does not show your latest edits**

- Confirm you are editing the correct page or section.
- Check that the correct language is selected.
- Compare the text in the editor fields with the previewed page.
- Reopen the preview after making changes if needed.
- **Some content is missing**
 - Look for empty fields in the editor.
 - Check whether a repeated item, image, or content block was added but not fully completed.
 - Review optional sections that may appear blank if their supporting fields are empty.
- **The wrong language appears in part of the page**
 - Verify the active language in the editor or preview.
 - Open the translated fields and confirm they were actually filled in.
 - Check headings, buttons, and short promotional text first, since missing translations are easiest to spot there.
- **The layout looks broken only in preview**
 - Shorten overly long headings or button text.
 - Check for missing images that leave empty space.
 - Review optional fields that may create gaps when left blank.
 - Inspect cards, banners, and grouped sections for uneven content length.

[SCREENSHOT: Live Preview showing a layout issue caused by long text and a missing image]

If the preview still seems inconsistent, step back and review the content entry carefully rather than continuing to edit at random. In most cases, the fix is simply opening the right entry, selecting the right language, and completing the missing fields.

Overview

Live Preview in Sherkety ERP & Website Platform gives content editors and administrators a safe way to review draft changes before those changes appear on the public website. Instead of relying only on editor fields, you can see how headings, body text, buttons, images, and shared sections appear in the actual page layout while you are still working.

This is especially useful when editing:

- Homepage sections
- Service and pricing content
- ERP module pages
- Company type pages
- Shared promotional blocks
- Multilingual page versions

Use Live Preview to answer practical questions before you save or publish:

- Does the page read clearly from top to bottom?
- Do titles, summaries, and buttons fit the design?
- Are images present and properly placed?
- Does each language version look complete?
- Are there empty sections or awkward gaps?

Live Preview is part of the broader content editing workflow, not a separate publishing tool. You still make your changes in the editor, review them in preview, and then choose the appropriate action such as **Save Draft**, **Update**, or **Publish**. That makes preview the best place for final visual review, especially when you are checking multilingual content or pages with several reusable sections.

If you are deciding when to use preview during editing, the simplest approach is to open it after your first meaningful round of changes, then return to it again just before saving or publishing. This keeps your review focused on what visitors will actually see. For related editing steps, continue using the linked guides throughout the Content Editor section, especially [Previewing Changes Before Saving Content](#).

Prerequisites

Before you use Live Preview in Sherkety ERP & Website Platform, make sure these basics are already in place:

- You can sign in to the admin area successfully
- You have access to the **Content** section
- You can open the content entry you want to edit
- You know which page, section, or language version you are reviewing
- The content entry already contains editable content to preview

It also helps if you have already worked through these related tasks:

- Opening the editor from the website or admin area
- Finding the correct page or section
- Editing text fields, repeated items, or translated content
- Understanding how draft saving works

Recommended background reading:

- [Understanding the Content Editor Workspace and Save Flow](#)
- [Previewing Changes Before Saving Content](#)
- [Managing Multilingual Fields in the Content Editor](#)
- [Using Live Preview to Check Page Updates](#)

Before starting a preview review, confirm:

- You are on the correct content entry
- The intended language is selected
- Any key text or image changes have already been entered
- You know whether you are preparing a draft review or a final publication check

If you open Live Preview too early, it may simply mirror the currently published page because there are not yet enough visible edits to review. A better approach is to make your main content changes first, then use preview to inspect wording, layout, translations, and page appearance before taking the next save or publish action.