

Working With Drawers Dialogs and Confirmation Prompts

August 25, 2026

Recognizing When the Interface Opens a Drawer, Dialog, or Confirmation Prompt

In Sherkety ERP & Website Platform, temporary panels appear on top of the page when you need to focus on one task without fully leaving your current screen. You will usually see one of three patterns:

- **Drawer:** a panel that slides in from the side of the screen and keeps the current page visible in the background
- **Dialog:** a centered pop-up window for a short task or decision
- **Confirmation prompt:** a smaller warning pop-up that asks you to confirm a final action such as deleting, publishing, or discarding changes

These panels often open after you click buttons such as **Create**, **Edit**, **Save**, **Delete**, **Publish**, **Close**, or other item actions from the admin area. You may also open them from a row in a list, from toolbar actions on pages like **Content**, **Services**, **Pricing**, **SEO**, **Users**, or **Settings**, or while editing website content inline.

When one of these panels opens, the page behind it becomes dimmed or inactive. That means your attention should stay inside the open panel until you finish, cancel, or close it. You can still see the page behind it, but you usually cannot click or edit anything there until the panel is dismissed.

Look for these controls each time a panel appears:

- **Primary action:** usually the most visually prominent button, such as **Save**, **Confirm**, **Delete**, or **Publish**
- **Secondary action:** usually **Cancel**, **Back**, or **Keep editing**
- **Close control:** often an **X** in the top corner of the drawer or dialog

The title bar is your first clue about what you are doing. It may show the item name, the section you are editing, or a short instruction. In larger drawers, the action buttons

are often in the header or footer. In dialogs and prompts, the action buttons are usually grouped at the bottom.

[SCREENSHOT: side drawer open over an admin list with dimmed background and Save/Cancel buttons]

Opening and Reviewing Content in a Drawer

Drawers are useful when you want to review or edit something without losing your place on the page you came from. In Sherkety ERP & Website Platform, you may open a drawer from an item row in an admin list, from a page toolbar, or from an editing control on a public-facing page while signed in with editing access.

1. Open the drawer by clicking an action such as **Edit**, **Create**, or a row-level action from screens like **Content**, **Services**, **Pricing**, **SEO**, **Users**, or **Settings**.
2. Watch where it appears. Most drawers slide in from the side and leave the current page visible behind them so you can keep your context.
3. Read the top area of the drawer before making changes. This header usually tells you what item you are working on and may include a status label or action buttons.
4. Move through the available fields, grouped sections, or tabs inside the drawer. Complete each area before trying to save.
5. Use the action buttons in the drawer, usually **Save** and **Cancel**, when you are ready to finish or step back.

The drawer header is especially important. It helps you confirm that you opened the correct record or content section. If the drawer includes multiple sections, work from top to bottom and pause whenever you see a warning, required field marker, or disabled action button.

You may also notice that the **Save** button stays unavailable until the required information is complete. This is helpful: it means Sherkety ERP & Website Platform is waiting for valid input before accepting your changes. If a field needs attention, look for inline messages near the field itself rather than searching elsewhere on the page.

Because the original page stays open behind the drawer, you can return to your list or previous view quickly after saving. This is especially useful when reviewing several items one after another.

[SCREENSHOT: content editing drawer showing header, fields, and disabled Save button until required fields are complete]

Completing Tasks in a Dialog Before Confirming Changes

Dialogs are smaller than drawers and are meant for short, focused tasks. In Sherkety ERP & Website Platform, a dialog may appear when you need to rename something, choose an option, update a small set of settings, or confirm a change that needs a few required entries first.

1. Open the dialog by clicking an action such as **Edit**, **Rename**, **Create**, or another focused action from the current screen.
2. Read the dialog title first. It tells you whether you are changing content, adjusting settings, or updating access-related information.
3. Check the helper text under the title if it appears. This usually explains what the change will affect.
4. Complete the fields shown in the dialog. Depending on the task, you may see text boxes, dropdown lists, checkboxes, or radio buttons.
5. Review the main action button at the bottom, such as **Save**, **Confirm**, or **Apply**. If everything is correct, click it to continue.
6. If you do not want to proceed, click **Cancel** or close the dialog to return to the previous screen.

Dialogs are designed to keep you focused on one decision. Unlike a full page or a large drawer, they usually contain only the fields needed for that specific task. That makes them common in admin workflows where you need to make a quick update without opening a larger editing panel.

Before you confirm, check whether any field is marked as required. If the main button remains disabled, look again for missing entries or a message under one of the fields. In many cases, the dialog will not let you continue until every required value is complete.

If you are unsure what the dialog changes, pause and read the title and button labels carefully. A button labeled **Apply** or **Save** usually updates the current item. A button labeled **Publish** or **Delete** usually has broader impact and deserves an extra review before you continue.

[SCREENSHOT: centered dialog with title, helper text, input fields, and Confirm/Cancel buttons]

Responding to Confirmation Prompts for Destructive or Final Actions

Confirmation prompts appear when Sherkety ERP & Website Platform wants to prevent accidental changes that are hard to undo. You are most likely to see them before deleting content, discarding edits, publishing updates, closing a panel with unsaved changes, or leaving a page after making changes.

1. Stop and read the full message before clicking anything.
2. Check the item name or section name shown in the prompt so you know exactly what the action affects.
3. Look for warning text that explains whether the action is permanent or affects visible website content.
4. Choose the safe option if you are not ready to continue, such as **Cancel** or **Keep editing**.
5. Choose the final action only when you are sure, such as **Delete**, **Discard**, **Confirm**, or **Publish**.

These prompts are intentionally direct. The wording is there to help you avoid acting on the wrong item, especially in screens where several similar records appear in a list. If the prompt highlights a title, page section, or item label, compare it carefully with what you intended to change.

A useful way to read these prompts is to separate the buttons into two groups:

Safe choice	What it does
Cancel	Closes the prompt and does nothing
Keep editing	Returns you to the open form or drawer
Close	Dismisses the prompt without applying the final action

Final choice	What it does
Delete	Removes the selected item
Discard	Throws away unsaved edits
Publish	Makes the update final and ready to appear where applicable
Confirm	Applies the action described in the prompt

Some prompts may require a more deliberate step before the final button becomes available. If the final action is not clickable yet, review the prompt for a required acknowledgment or an unfinished step.

[SCREENSHOT: confirmation prompt warning about deleting or discarding changes with highlighted final action button]

Closing Modal Interfaces Without Losing Work

Closing a drawer or dialog is simple when you have finished your task, but it is worth paying attention to how Sherkety ERP & Website Platform responds when changes are still unsaved. The interface is designed to help you avoid losing work by mistake.

1. Use the available close option: click the **X**, click **Cancel**, press **Escape**, or click outside the panel if that behavior is allowed on that screen.
2. Watch for a prompt if you changed anything. Sherkety ERP & Website Platform may ask whether you want to **Save changes**, **Discard changes**, or **Keep editing**.
3. Choose **Save changes** if your edits are complete and ready to keep.
4. Choose **Discard changes** only if you are certain you do not need the edits.
5. Choose **Keep editing** if you want to return to the form and review your work.

Not every panel closes in the same way. Some dialogs allow outside clicks to dismiss them, while more important editing panels may ignore outside clicks to prevent accidental closure. You may also find that the **X** or **Cancel** option does not respond while a save is still in progress. In that case, wait for the action to finish before trying again.

If required fields are incomplete, the panel may stay open and show messages near the fields that still need attention. This is normal and helps you correct the form before leaving it in a half-finished state.

After the panel closes, check the page behind it. In many admin screens, the list or selected item updates immediately. If you opened the panel from a filtered list, your filters may still remain in place so you can continue working without starting over. This is especially helpful when reviewing multiple records from **Content**, **Users**, **Services**, **Pricing**, or **SEO**.

[SCREENSHOT: unsaved changes prompt offering Save changes, Discard changes, and Keep editing]

Fixing Common Problems With Drawers, Dialogs, and Prompts

Most problems with drawers, dialogs, and confirmation prompts come down to incomplete input, a task still running, or a warning that needs your attention. When

something does not behave as expected in Sherkety ERP & Website Platform, start by looking closely at the visible controls inside the open panel.

- **Save or Confirm is disabled**

- Check for required fields you have not completed.
- Look for validation messages under text fields, dropdowns, or selection controls.
- Review every section of the drawer or dialog in case one field outside the current view still needs input.

- **The panel will not close**

- Wait a moment to see whether a save is still processing.
- Check whether a message appears near the top or bottom of the panel.
- If you changed something, look for an unsaved changes prompt asking whether to save, discard, or keep editing.

- **A confirmation prompt appears when you click Back or Close**

- This usually means Sherkety ERP & Website Platform detected unsaved edits.
- Read the prompt carefully and choose **Keep editing** if you want to return to the form.
- Choose **Discard changes** only if you want to leave without keeping your edits.

- **The page behind the panel does not seem updated**

- First, confirm that you clicked the final action such as **Save**, **Publish**, **Delete**, or **Confirm**.
- Look for a success message after the action completes.
- If the list still looks unchanged, check whether sorting, filters, or pagination are hiding the updated item. For help with lists, see [Using Pagination in Catalogs and Admin Lists](#).

If you regularly work in content editing screens, it also helps to compare the visible result after saving. For related guidance on feedback messages, see [Understanding Toast Messages and Action Feedback](#).

Overview

Drawers, dialogs, and confirmation prompts are common across both the public editing experience and the admin area of Sherkety ERP & Website Platform. You will

encounter them while updating website sections, managing services and pricing, maintaining SEO details, reviewing user accounts, and adjusting settings. Their shared purpose is simple: keep you focused on one action at a time without forcing you to leave the screen you were using.

A **drawer** is best for larger editing tasks because it gives you room for multiple fields and sections while preserving the page behind it. A **dialog** is better for short tasks such as choosing an option or entering a small amount of information. A **confirmation prompt** appears when the action is more sensitive, especially when it could remove data, publish changes, or discard work.

As you move through Sherkety ERP & Website Platform, pay attention to three things every time one of these panels opens:

- the **title**, which tells you what you are changing
- the **main action button**, which tells you what will happen next
- the **secondary or close action**, which lets you step back safely

This pattern becomes especially important in content workflows where you may switch between inline editing, admin pages, and live preview. If you are editing website content, you may also want to review [Previewing Changes Before Saving Content](#) and [Editing Content Directly From the Website](#).

The next document in this section is [Understanding Dialog Actions and Safe Confirmation Steps](#), which goes deeper into how to judge action buttons before you commit a change.

Prerequisites

Before working with drawers, dialogs, and confirmation prompts in Sherkety ERP & Website Platform, make sure you have the right starting point for the task you want to complete.

- Be signed in if you need access to admin pages such as **Dashboard**, **Content**, **Users**, **Settings**, **SEO**, **Services**, or **Pricing**
- Open the page or admin section where the action begins
- Have permission to edit if you expect to see actions such as **Edit**, **Create**, **Save**, **Delete**, or **Publish**
- Be ready to complete any required fields before expecting the final action button to become available

These panels usually appear as part of another workflow rather than as a destination on their own. For example:

- From **Dashboard**, you may open another management area and start an action there
- From **Content**, you may open an editing panel for a page section
- From **Users**, you may open a focused panel for account changes
- From **SEO**, **Services**, **Pricing**, or **Settings**, you may open a side panel or pop-up to update details

If you are new to the admin area, start with [Signing In and Accessing the Admin Portal](#) and [Using the Admin Dashboard for Navigation](#). If your work involves website content, [Choosing Between Inline Editing and Admin Pages](#) helps you understand where these panels are most likely to appear.

You do not need technical knowledge to use these interfaces. What matters most is recognizing the panel type, reading the title and action buttons carefully, and responding to warnings before you confirm a change.