

# Texts in Mandala

Mandala Texts is an online tool for reading, sharing, and creating essays and books. You can find it at [texts.shanti.virginia.edu](https://texts.shanti.virginia.edu), and access the editor using your NetBadge account.

You can use Texts for publishing text online. If you have scans of primary sources, use [Mandala Images](#) instead.

Texts offer:

- beautiful reading experiences
- scholarly metadata
- text analysis using Voyant
- full-text search
- section-level markup and metadata -- mark sections published by different authors, in different years, and more.

Since Texts is part of the Mandala Suite, you can use Knowledge Maps to link texts to other types of content. Knowledge Maps let you build controlled vocabularies and term ontologies. You can use Knowledge Map terms to label your text or sections. Your text joins other assets tagged with the same KMap. This creates rich "encyclopedia-like" resources. Learn more about [Subjects, Places, and Terms in Mandala](#).

To get started making a text, [log in to the website using your NetBadge account](#). Every text should belong to a collection, so [make a collection first](#). Collections let you group related texts. They also let you restrict access to certain people, called collection members. Once you've made your collection, you can start adding texts. You'll [build texts in Mandala section by section](#), starting with the title page. By adding lower-level sections to higher-level section, you can build tables of content.

## Contact Us

If you have questions about getting started with Mandala or would like to discuss a potential Mandala project, please contact Courtney Floyd, Associate Director of Learning Technologies and Digital Humanities, at [courtney.floyd@virginia.edu](mailto:courtney.floyd@virginia.edu).

- [Start in Texts](#)
  - [Log in to Texts](#)
  - [Open a Collection in Texts](#)
  - [Add a Collection to Texts](#)
  - [Edit a Collection](#)
- [View Texts](#)
  - [Search Texts](#)
  - [Read a Text](#)
  - [Get Text Statistics](#)
- [Create Texts](#)
  - [Open Your Texts](#)
  - [Start a Text](#)

- [Add Sections to Texts](#)
  - [Create Subcollections](#)
  - [Texts Metadata Fields](#)
  - [Texts' Structure](#)
  - [Link to a Text](#)
- [Edit Texts](#)
  - [Explore the Content Editor](#)
  - [Edit Text Content](#)
  - [Reorder a Text](#)
- [Add Features to Texts](#)
  - [Add Media](#)
    - [Upload from Online Sources](#)
    - [Upload Media from Texts](#)
    - [Upload Media from Your Computer](#)
  - [Insert a Footnote](#)
  - [Insert a Table](#)
  - [Add Mandala Assets to Texts](#)
- [Group Texts](#)
  - [Add New Members](#)
  - [Collection User Roles](#)
  - [Create a Text Collection](#)
  - [Open a Text Collection](#)
- [Texts Glossary](#)
  - [Child Page](#)
  - [iFrame \(definition\)](#)
  - [Voyant](#)
  - [PubReader](#)
- [Texts FAQ](#)