


# Install and Open the Visual Editor

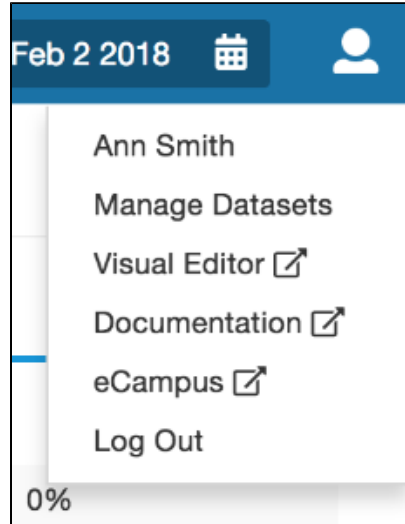
The Evergage Visual Editor is a Google Chrome browser extension that makes it easy to add personalization features to your website. The “WYSIWYG” interface is simple to use to replace text and images, add messages, and make other page changes.

This article will review how to [download](#), [configure](#), and [open](#) the Evergage Visual Editor extension. Additionally, instructions are included in the event that you need to force an [update](#) of the extension. For instructions on using Visual Editor features please see [Style Evergage Messages](#).

## Download the Extension

You will need to have *Editor* or *Administrator* permissions to use the Visual Editor.

1. Open **Google Chrome** and log into your *Evergage* account
2. Select  at the top of the *Evergage* window
3. Select **Visual Editor**
4. Click **Install Visual Editor**
5. Click **Add Extension**
6. You may need to refresh the browser window to fully activate the *Visual Editor* extension



## Configure the Visual Editor

Your Evergage Administrator only needs to configure this global setting once.

1. Login to Evergage as an Administrator
2. Select **Web > Visual Editor**
3. Enter the URL for the home page of your site in *Launch Visual Editor for Site*

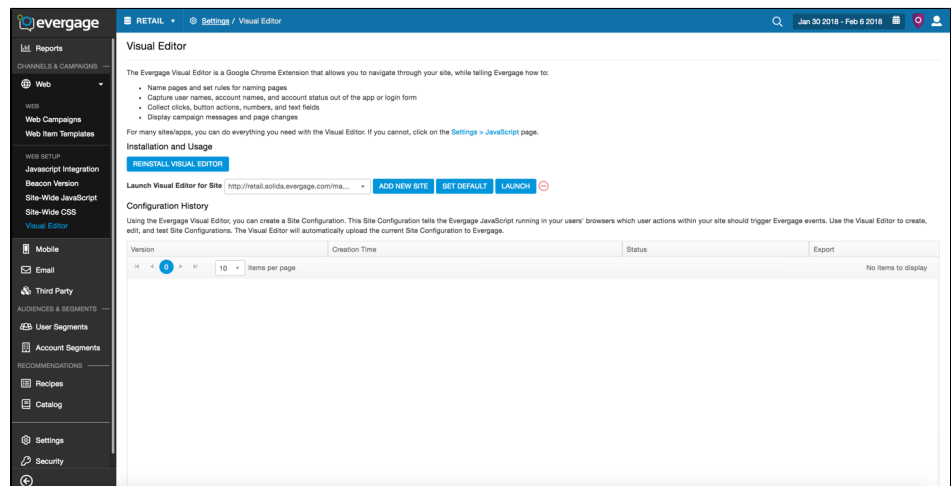
### NOTE

This is the home page of your website or login page for your SaaS application

4. Click **Save**
5. If you want to change the page or site that launches with the *Visual Editor*, click **Add New Site**

### NOTE

*Add New Site* only appears if you have previously entered a URL in *L*



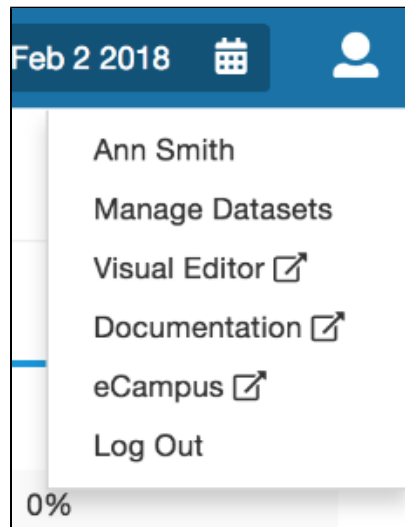
*aunch Visual  
Editor for Site*

6. Enter the new URL in the *La  
unch Visual Editor for Site* field
7. Click **Save**

## Open the Visual Editor

There are two ways to open the Visual Editor once you've downloaded and configured it:

1. Open any page of your website and click the Evergage logo  to the right of the *Google Chrome* address bar
2. Log into Evergage, select your name at the top of the Evergage window, then select **Visual Editor**



## Force Update the Visual Editor

Google Chrome will check for new versions of extensions once a day, but you can force it to update at any time.

1. Enter **chrome://extensions** in the *Google Chrome* address bar
2. Enable **Developer mode** at the top right
3. Click **UPDATE**
4. Confirm that only the latest version of *Evergage Visual Editor* is enabled
5. Disable **Developer mode**

