

# Handy Cards

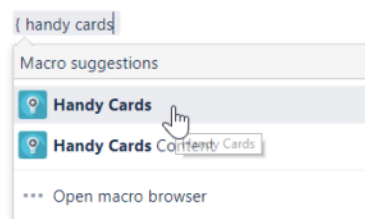
## About the macro

Handy Cards is a tool for creating cards as page previews using [default](#) or [custom](#) content. You can create cards from [child pages](#), from [pages by labels](#), and from [any pages](#), including external pages, using the Handy Cards Content macro. The cards are organized in an appealing grid according to the set [columns layout](#): with a fixed number of columns or fixed column width.

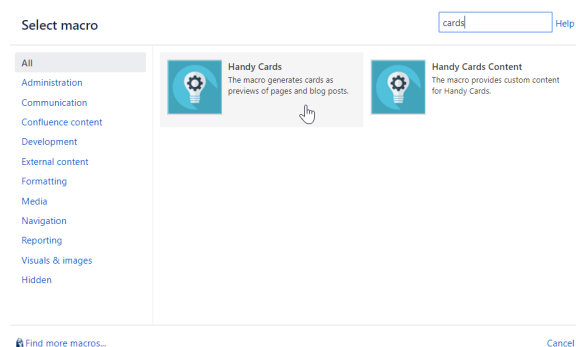
## Adding the Handy Cards macro

### Option 1:

1. Switch Confluence page to the edit mode.
2. Position the mouse pointer in the appropriate place on the page.
3. Start entering **{Handy Cards}**.
4. From the prompted list of macro choices, select the macro.



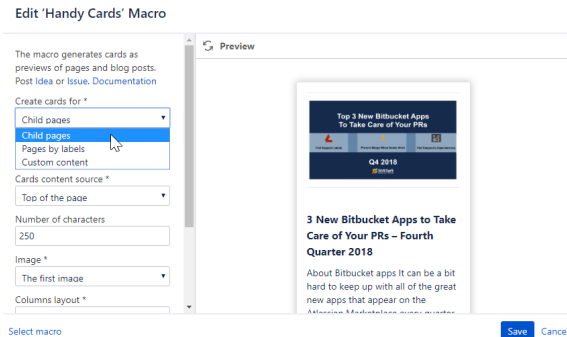
### Option 2:



1. Switch Confluence page to the edit mode.
2. Position the mouse pointer in the appropriate place on the page.
3. On the editor pane, click **Insert more content -> Other macros**.
4. In the **Select Macro** form, find the macro and insert it on the page.

## Creating cards for child pages

When inserting the Handy Cards macro on the parent page, you can create previews for all the child pages automatically using page beginnings or the Excerpt macros.



## Available parameters

### Cards content source:

(select the source for generating previews)

- Top of the page (*cards content is generated automatically using the specified number of characters and image from all the child pages*)
- The Excerpt macro (*cards content is generated automatically using the Excerpt macros inserted manually on the child pages*)



If there are no Excerpt macros on some of the child pages when selecting 'The Excerpt macro' option, the page previews are generated automatically using the first images and 250 characters of text from the pages.

If selecting Top of the page, you need to specify:

- **Number of characters** (*type the number in the output*)
- **Image options** (*select from the 'First image', 'Specific image on the page' or 'No image' options*)



For the correct work of the Handy Cards macro don't place links within the Excerpt macros.

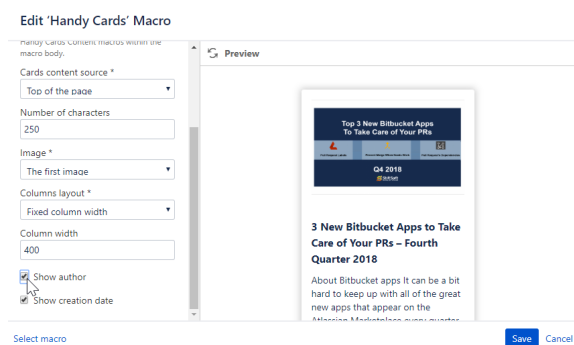
## Columns layout:

*(select the option of displaying cards in the page view mode)*

- Fixed number of columns (*specify the number of columns and their width becomes responsive according to the screen size*)
- Fixed column width (*specify the column width and their number becomes responsive according to the screen size*)

Select the checkboxes to add the information to the cards:

- **Show author**
- **Show creation date**



## Creating cards for pages by labels

You can create previews for all the pages and blog posts in your instance or for particular space or for pages by labels. You can limit the maximal number of cards to display and sort them by title or creation date.



When the maximal number of cards to display is not specified, the macro displays **50 cards by default**.

The maximal number of cards to display is **1000 cards**.

#### Edit 'Handy Cards' Macro

The macro generates cards as previews of pages and blog posts. [Post Idea or Issue. Documentation](#)

Create cards for \*

- Pages by labels
- Child pages
- Pages by labels**
- Custom content

Search for \*

- Pages and blog posts

Specify space

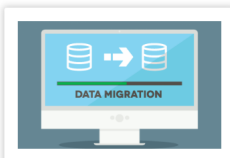
Specify labels

atlassian X

Sort cards by \*

Select macro

Preview



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Save Cancel

## Available parameters

### Search for:

(select the content type you want to generate previews for)

- Pages and blog posts
- Pages
- Blog posts

#### Edit 'Handy Cards' Macro

The macro generates cards as previews of pages and blog posts. [Post Idea or Issue. Documentation](#)

Create cards for \*

- Pages by labels

The Custom content option requires the Handy Cards Content macros within the macro body.

Search for \*

- Pages and blog posts
- Pages and blog posts**
- Pages
- Blog posts


Specify labels

atlassian X

Sort cards by \*

Select macro

Preview



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Save Cancel

### Specify space

- if you want to generate previews for pages or blog posts from the specific space.

### Specify labels

- if you want to preview pages or blog posts with specific labels.



In case you don't specify the space or labels, the Handy Cards macro generates previews to all the pages or blog posts in Confluence instance (the number of previews can be limited by setting the **Number of cards to display** parameter).

### Sort cards by:

(select the option for the default cards sorting)

- Creation date
- Title

Edit 'Handy Cards' Macro

Specify labels  
atlassian X

Sort cards by \*  
Creation date  
Title

If not specified, all the cards are displayed.


Cards content source \*  
Top of the page

Number of characters  
250

Image \*  
The first image

Columns layout \*

Preview



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Select macro

Save Cancel

## Number of cards to display

(set the parameter to limit the number of previews displayed on the page)



For example, when you specify the space, select the sorting order by creation date, and set the number of cards to display as 10, the macro will generate previews for 10 latest pages or blog posts in this space.

Edit 'Handy Cards' Macro

Specify labels  
atlassian X

Sort cards by \*  
Creation date

Number of cards to display  
10

If not specified, all the cards are displayed.


Cards content source \*  
Top of the page

Number of characters  
250

Image \*  
The first image

Columns layout \*

Preview



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Select macro

Save Cancel

## Cards content source:

(select the source for generating previews)

- Top of the page (cards content is generated automatically using the specified number of characters and image from all the pages)
- The Excerpt macro (cards content is generated automatically using the Excerpt macros inserted manually on the pages)



If there are no Excerpt macros on some of the pages when selecting 'The Excerpt macro' option, the page previews are generated automatically using the first images and 250 characters of text from the pages.

If selecting Top of the page, you need to specify:

- **Number of characters** (type the number in the output)
- **Image options** (select from the 'First image', 'Specific image on the page' or 'No image' options)



For the correct work of the Handy Cards macro don't place links within the Excerpt macros.

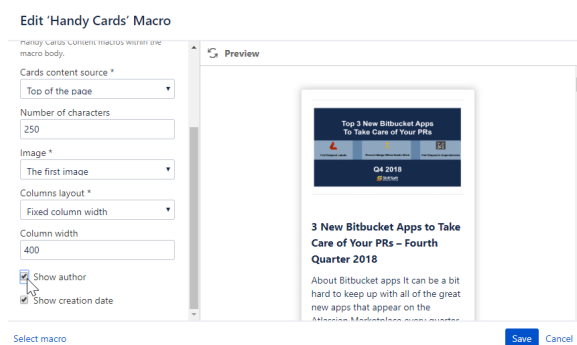
## Columns layout:

*(select the option of displaying cards in the page view mode)*

- Fixed number of columns (*specify the number of columns and their width becomes responsive according to the screen size*)
- Fixed column width (*specify the column width and their number becomes responsive according to the screen size*)

Select the checkboxes to add the information to the cards:

- **Show author**
- **Show creation date**



## Creating cards for pages using custom content

You can create cards for any page, including external pages, using custom content.



1. Insert the **Handy Cards Content** macros within the Handy Cards macro body.
2. Add the content to display on the preview for every **Handy Cards Content** macro.
3. Specify links to pages.



For the correct work of the Handy Cards macro don't place links within the Handy Cards Content macros.

## Available parameters

### Columns layout:

*(select the option of displaying cards in the page view mode)*

- Fixed number of columns (*specify the number of columns and their width becomes responsive according to the screen size*)
- Fixed column width (*specify the column width and their number becomes responsive according to the screen size*)

Select the checkboxes to add the information to the cards:

- **Show author**
- **Show creation date**

Handy Cards Macro

Handy Cards Macro

macro body:

Cards content source \*

Top of the page

Number of characters

250

Image \*

The first image

Columns layout \*

Fixed column width

Column width

400

☒ Show author

☒ Show creation date

Select macro

Preview

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