

H5P guides: How to use the *Accordion* content type

Use the *Accordion* content type to organise text into expandable panels.

This guide was adapted from [Accordion Tutorial](#), licensed under [CC BY 4.0](#).

When *Accordion* works best

Rather than as a standalone H5P activity, we recommend using *Accordion* within an **Interactive Book** when you need to present information in collapsed panels without overwhelming learners with too much content at once. Accordions help learners to quickly scan a page and access the information most relevant to them.

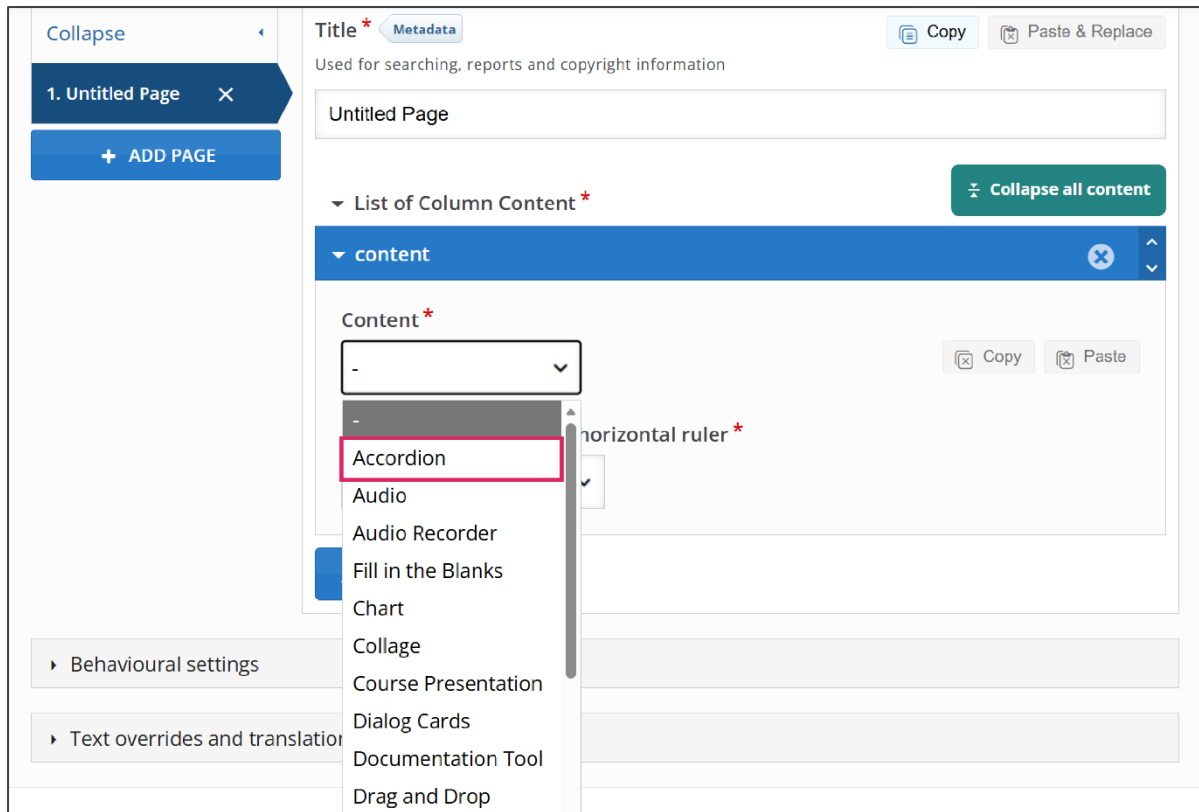
Avoid placing important information (e.g. assignment deadlines or key instructions) within an accordion, as learners may miss it if they do not expand the panel.

Examples

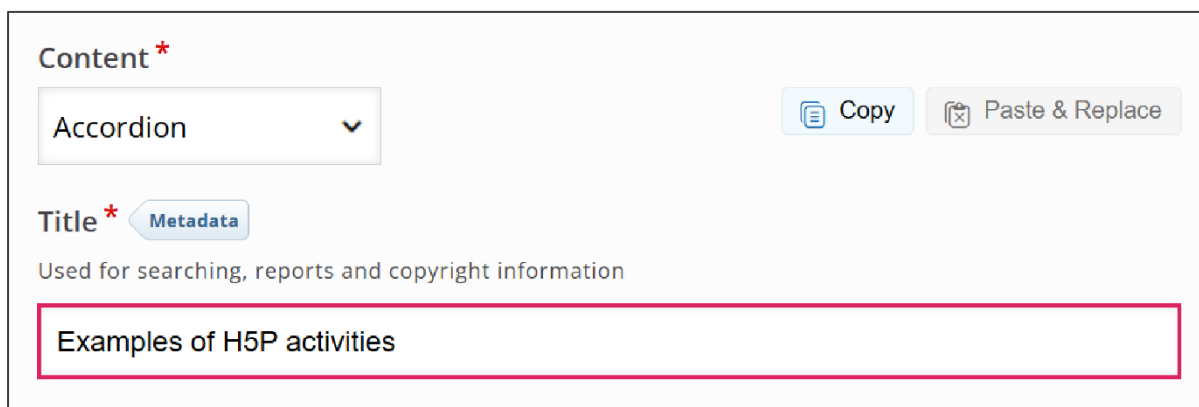
- Present FAQs.
- Provide definitions of key terms.
- Present case studies or examples that learners can explore as needed.
- Provide video transcripts or image descriptions.
- Include summaries or key takeaways for different topics.
- Present troubleshooting tips or common issues and solutions.

Step 1: Add the accordion to the *Interactive Book*

In the *Interactive Book* editor, navigate to the section where you want to add the accordion, select **Add content** and choose **Accordion** from the **Content** drop-down list. A new accordion will be added to the page.



Add a **Title** for your accordion. Although this title is not displayed to learners, it is a required field and helps you keep the content in your *Interactive Book* organised. Choose a clear, descriptive title that will make it easy to identify the accordion when editing the book later.



Step 2: Add content to the accordion panels

An accordion is made up of one or more panels. The first panel is added by default.

Each panel contains two elements:

- **Title** (see marker 1): Enter a short heading that clearly describes the content of the panel. Learners will select this heading to expand and collapse the panel. Use clear, descriptive titles so learners can quickly find the information they need.
- **Text** (see marker 2): Add the information you want to display when the panel is expanded. The toolbar allows you to format the text (e.g. bold, italic, lists) and add hyperlinks. It's not currently possible to add multimedia such as images and videos to accordions.

To add a new panel, select the **Add panel** button (see marker 3). Repeat the process until you have added all the sections you need.

The screenshot shows a user interface for editing an accordion. At the top, there's a 'Panels' section with a red asterisk. Below it is a 'Timeline' panel header with a blue background, a close button (X), and expand/collapse arrows. The panel content area has two main sections: 'Title' and 'Text'. The 'Title' section has a red circle with the number '1' next to a text input field containing the word 'Timeline'. The 'Text' section has a red circle with the number '2' next to a text area containing the text: 'Use the *Timeline* content type to present a sequence of events in chronological order. Students can navigate through the timeline to explore key dates, milestones and developments, with each entry containing text and multimedia.' Above the text area is a toolbar with various formatting options like bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, paragraph, indent, and a red circle with the number '3' next to a blue 'ADD PANEL' button at the bottom left.

Review the heading level

Under **H tags for labels**, you can choose the heading level used for the accordion panel titles. The default value is **H2**, which will be appropriate in most cases.

Change the heading level if needed to fit the structure of the surrounding content. For example, if the accordion sits within a section that already uses an *H2* heading, you should use ***H3*** for the accordion panel titles to maintain a logical heading hierarchy.

H tags for labels (does not affect the size of the label) *

The h tag used on the labels. Normally H2 but if this belongs under an H2 heading use H3. Does not affect the size of the labels, only used for semantical purposes.

H2 ▼

Step 3: Save and preview

We recommend you save and preview your work frequently, to ensure the activity works as expected. To do that, select ***Save and display*** at the bottom of the page.

Save and return to course

Save and display

Cancel