



Template Management

Manage reusable content templates used across the platform for AI processing, code analysis, and system operations.

Key Features

- **Template Library:** Browse all templates in a sortable, searchable list with name, category, default status, and last updated date
- **Two Template Types:** Switch between Query Templates and Page Templates using the filter at the top of the page
- **Categories:** Organize templates into four categories — AI Processing, Code Analysis, System, and General
- **Default Templates:** Mark one template per category as the default, so it is automatically selected when that category is used
- **Full Content Editor:** Write or paste template content directly in a multi-line editor when creating or editing a template
- **Add, Edit, Delete:** Create new templates from scratch, update existing ones, or remove templates that are no longer needed

How to Use

Browse Templates

1. Open the **Template Management** page from the admin menu
2. Use the **Query Templates / Page Templates** dropdown to switch between template types
3. Click any column header to sort the list by name, category, default status, or last updated date

Add a New Template

1. Click **Add New Template** in the top-right corner
2. Enter a descriptive **Name** for the template
3. Select the appropriate **Category** (AI Processing, Code Analysis, System, or General)
4. Type or paste the template **Content** into the editor
5. Check **Set as Default Template** if this should be the default for its category
6. Click **Save Template**

Edit a Template

1. Find the template in the list
2. Click the **Edit** action on the right side of the row
3. Update the name, category, content, or default status as needed
4. Click **Save Template** to apply changes

Delete a Template

1. Find the template in the list
2. Click the **Delete** action on the right side of the row
3. Confirm the deletion

Tips

- Only one template per category can be the default — setting a new default will replace the previous one
- The **Last Updated** column helps you identify recently changed templates at a glance
- Use descriptive names so templates are easy to find as your library grows
- This page is accessible to platform administrators only