

# Autosaved News Drafts

PHBKB Knowledge base provides you with the feature of "Autosaved Drafts" under News section. It auto saves a copy of news at regular interval of time so that even in case your computer crashes or connection is lost, you will still have a draft somewhere. **Enable Autosave** and **Autosave interval** settings can be enabled from the **Miscellaneous Settings** of **Manage Settings**.

**AUTOSAVE SETTINGS** SAVE

Enable Autosave?  Yes

Autosave Interval  (in minutes)

Expand **News** section of the left navigation bar and click on "Autosaved Drafts" link to open 'Autosaved Drafts' page as shown below:

<a href="#">Manage News</a>	<a href="#">Autosaved</a>	<a href="#">Add News</a>			
Show	<input type="text" value="50"/>	entries	Select Bulk Action	<input type="button" value="Apply"/>	
ID	Title	Saved on	Actions		
53	<a href="#">Shining Examples of Great Knowledge Bases - An Infographic</a>	Sep 12, 2016 at 10:16 AM	<input type="button" value="Actions"/>	<input type="checkbox"/>	
52	<a href="#">Knowledge Base Management Software</a>	Sep 10, 2016 at 4:55 PM	<input type="button" value="Actions"/>	<input type="checkbox"/>	
54	<a href="#">Knowledge Management in Software Engineering - Requirement &amp; Benefits</a>	Sep 12, 2016 at 10:27 AM	<input type="button" value="Actions"/>	<input type="checkbox"/>	
Displaying 1 to 3 of 3 records			<input type="button" value="First"/>	<input type="button" value="Page 1 of 1"/>	<input type="button" value="Last"/>

The columns of the page are explained below:

**ID:** This column displays the serial ID of this draft in the database.

**Title:** This column displays the title of the news. You can click on the title to view contents of news draft.

**Saved On:** This column displays date and time when the news was added in autosaved drafts.

**Actions:** This column displays a drop-down list of actions that can be performed on drafts. These are:

**Recover** - Click it to recover the saved draft so that you can continue working from where you left last time. When a draft is recovered, it is opened in "Add News" page with details of news preloaded with draft details.

**Delete** - Click to remove the saved draft if it is not required.

In multi-language editions of software, you can select a language from **language drop-down** available on right side of the page to view drafts saved under selected language.

You can perform the same action on more than one draft through "**Select Bulk Action**". For this, you first need to check the checkboxes corresponding to drafts on which action is required, then select the desired action from the bulk action list and click on "**Apply**" button.

## Custom Fields

**Applicable To:** Standard Edition, Standard (Multi-Language) Edition, Enterprise Edition (MySQL), Enterprise Multi-Language Edition (MySQL), Enterprise Edition (SQL Server), Enterprise Multi-Language Edition (SQL Server)

