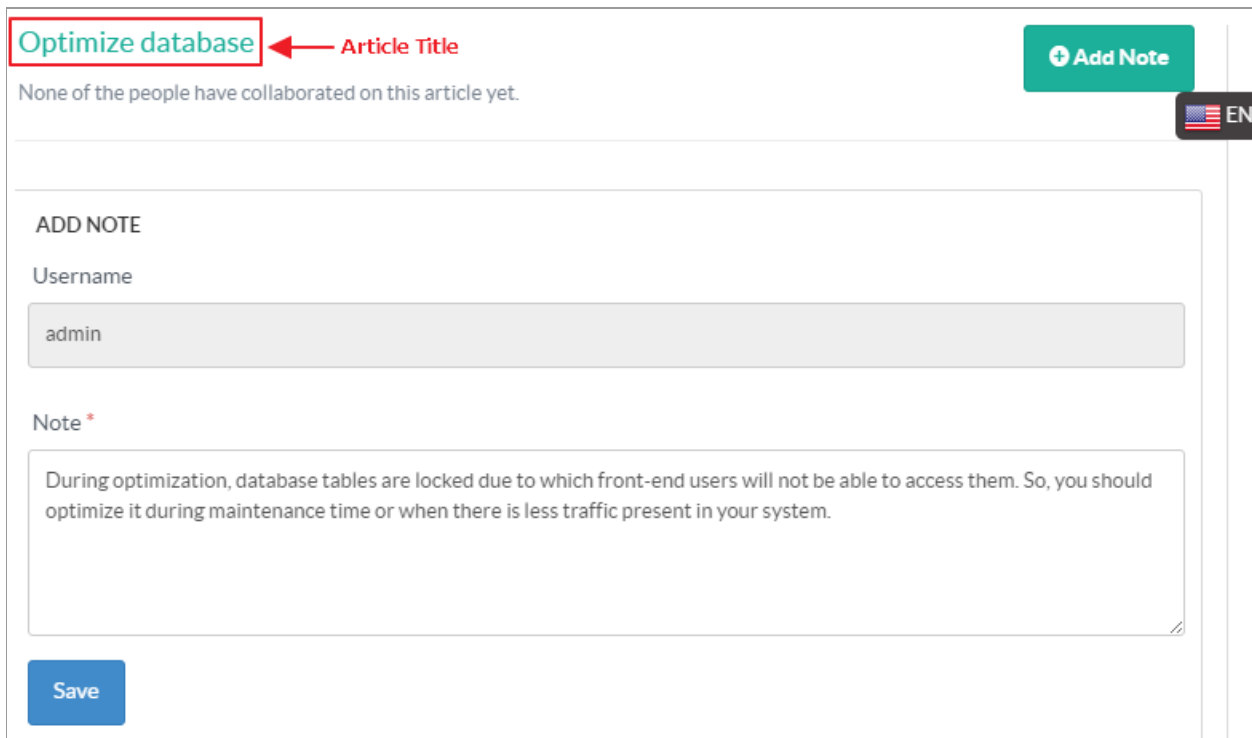


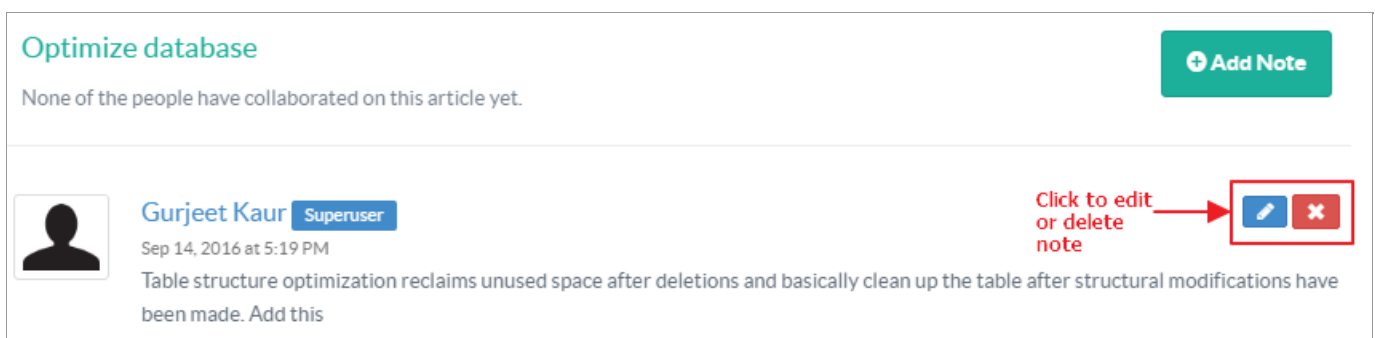
Collaborating on an article

Article Collaboration allows admin users to share their views, ideas, opinions & comments in the form of notes with other admin users in order to refine the content of an article. The intent of this collaboration is to polish the articles and to bring them up to the highest standards. To collaborate on an article, go to **Manage Articles** link under **Articles** section of the left navigation bar and click on **Collaboration** action from the **Actions** menu. The collaboration screen will be displayed as shown below:



The screenshot shows the 'Add Note' form for an article titled 'Optimize database'. The article title is highlighted with a red box and a red arrow pointing to it. The form includes a text area for the note, a 'Save' button, and an 'Add Note' button. The note content is: 'During optimization, database tables are locked due to which front-end users will not be able to access them. So, you should optimize it during maintenance time or when there is less traffic present in your system.'

Enter the contents of note in the text area and select the user for whom you are writing this note and after that click on "Save" button.



The screenshot shows the 'Add Note' form with a posted note. The note is by Gurjeet Kaur, Superuser, dated Sep 14, 2016 at 5:19 PM. The note content is: 'Table structure optimization reclaims unused space after deletions and basically clean up the table after structural modifications have been made. Add this'. The note is highlighted with a red box and a red arrow pointing to it. The note is titled 'Optimize database' and has a red arrow pointing to it. The note is displayed with a user profile picture and a 'Superuser' badge. The note is displayed with a date and time. The note is displayed with a description. The note is displayed with a 'Click to edit or delete note' label and a red arrow pointing to the edit and delete icons.

The existing collaborations are shown on the same screen above the collaboration form which can be read by other admin users. You can either click on edit or cross icon displayed at the right side of the posted note (shown in the figure) to edit or remove it from the knowledge base.

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)

