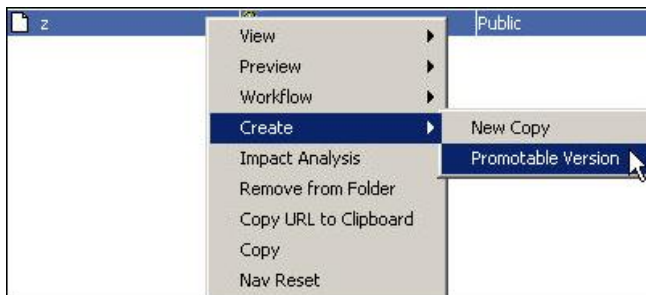


What is a promotable version and how do you create one in the Rhythmyx Content Management System (CMS)?

Note: There are two ways to create a promotable version but each method is used for a certain purpose. One is for content that will become a new version of existing content; the other makes an older version of existing content the current version.

To create a promotable version that will become a new version of existing content:

This procedure should be used if you have a published content item that you want to update but you are not ready to publish the updated content yet. It creates a promotable version, a PV copy of the content item, that you can modify. When the promotable version is moved to the public state, the content item from which it was created is archived and all links to the original item are modified so they now point to the promoted version.



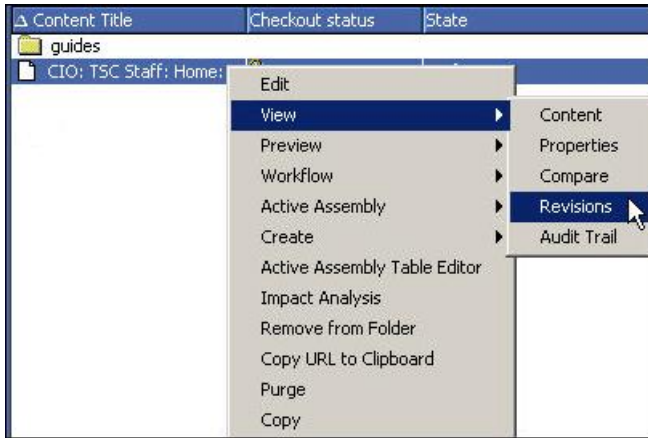
- 1) Locate the content item you want to eventually replace with updated content. It must be in the public state.
- 2) Right click (PC) or control click (Mac) on the content item to display its action menu.
- 3) Choose Create, then Promotable Version. You will find the new content item with its own content ID number in your Inbox. When you publish this item:
 - the original version is moved to the offline state
 - links to the original version are updated so they now point to this content.

Note: The CMS title of a Promotable Version will be modified to start with the text 'PV Copy (#) of'. You will need to remove this when you update the contents of the CMS title so it conforms to the CMS title standards.

To promote an older version of existing content to be the current version:

This procedure should be used if you want to retrieve an older version of existing content. To do this, you will need to look at the Revisions List for that content item and click on the Promote link for revision you want to make current. You will not be able to see the Promote link unless you meet all three of these requirements:

1. The existing content item cannot be in the Public state.
2. The existing content item cannot be checked out.
3. You must have checkout access to the content item.



- 1) If the content item that you want to retrieve an older version of is in the Public state, move it to the Quick Edit state.
- 2) On the **View** menu, choose **Revisions** to see the Revisions List for that content item.

Audit Trail				
Revision List				
	Revision ID	Date	Who	Comment
View Content View Properties Promote	1	Apr 21, 2006 - 01:54		
View Content View Properties Promote	2	Apr 21, 2006 - 02:01		
View Content View Properties Promote	3	Apr 24, 2006 - 02:00		
View Content View Properties Promote	4	Apr 24, 2006 - 04:45		
View Content View Properties Promote	5	Apr 25, 2006 - 09:38		

- 3) When the Revisions List is displayed, you may have to enlarge the text on your screen so you can see the 3 links associated with each version. By looking at the Date column and clicking on the **View Content** link, determine which version you want to make current.
- 4) Click on that version's **Promote** link.

That version of the content item will be checked out to you and will become the most recent version. You can finish the Update process and return the item to the Public state.