

# How do I view, compare, and restore previous versions of an article?

## Q: How do I view, compare, and restore previous versions of an article?

On this page:

### Answer

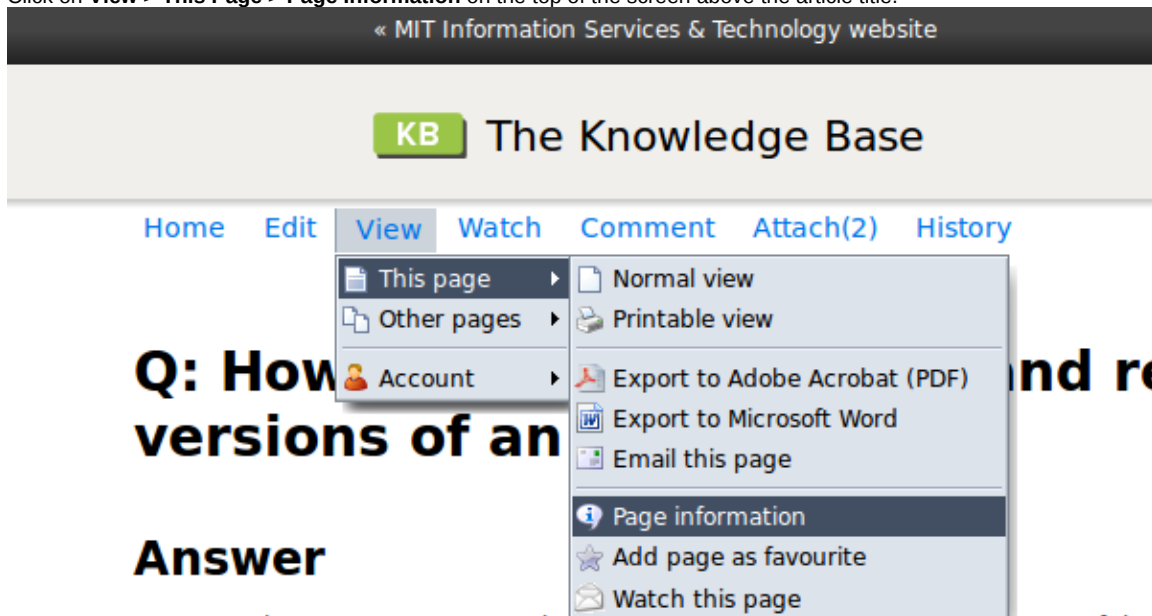
To access an article's history  
To view a previous version of an article  
To restore a previous version of an article  
To compare versions of an article

## Answer

At some point you may want to review previous versions of an article, restore one of those older versions, or compare versions to find out what changed.

### To access an article's history

1. Make sure you're logged in.
2. Navigate to the article.
3. Click on **View > This Page > Page Information** on the top of the screen above the article title.



4. Click on **View Page History**

ch(2) History

View Source

Aug 20, 2010

Aug 20, 2010

Recent Changes

| Time               | Editor                |                              |
|--------------------|-----------------------|------------------------------|
| Aug 20, 2010 13:27 | Heather Anne Harrison | <a href="#">view changes</a> |
| Aug 20, 2010 12:43 | Heather Anne Harrison |                              |

View Page History

*Result:* The history page for the article opens. You can see a list of previous versions of the article along with the creation dates and authors.

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Welcome back,  • Log Out • Knowledge

KB The Knowledge Base

Create Article

Search

Home Edit View Watch Comment Attach(2) History

Compare selected versions

|                          | Version               | Date                      | Changed By                   | Operations                           |
|--------------------------|-----------------------|---------------------------|------------------------------|--------------------------------------|
| <input type="checkbox"/> | <b>CURRENT (v. 2)</b> | <b>Aug 20, 2010 13:27</b> | <b>Heather Anne Harrison</b> |                                      |
| <input type="checkbox"/> | v. 1                  | Aug 20, 2010 12:43        | Heather Anne Harrison        | <a href="#">Restore this version</a> |

<< Return to Page Information

### To view a previous version of an article

- Navigate to the history page as described above.
- In the Version column, click on the version number of the previous version of the article you wish to view.

*Result:* The previous version of the article is displayed.

### To restore a previous version of an article

- Navigate to the history page as described above.
- In the Operations column, click on **Restore this Version** next to the version of the article you want to be the live, publicly visible one.

*Result:* You are asked to confirm that you want to revert the page to the selected version.

- Click **OK**.

*Result:* The version you selected is made the current version. When you view the article, this is the version you will see.

### To compare versions of an article

- Navigate to the history page as described above.
- Check the box next to the versions you want to compare.
- Click the **Compare Selected Versions** button at the top of the list of versions.

*Result:* A comparison of the two pages is displayed. It informs you what was added, deleted and changed between the selected versions.