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:

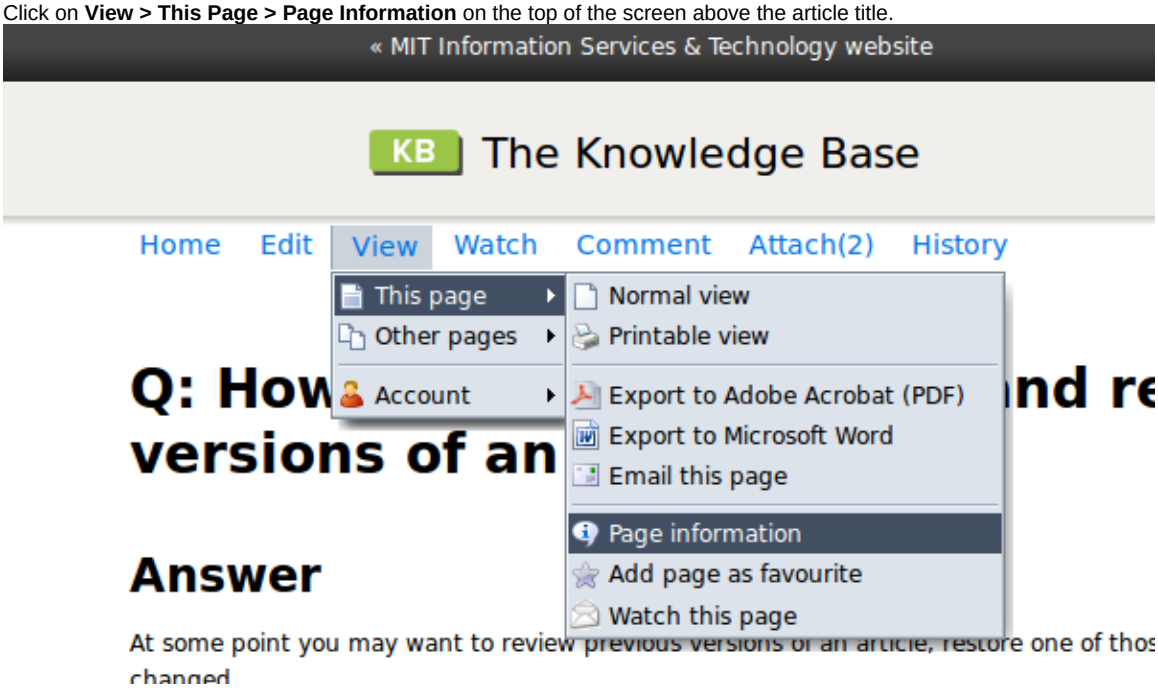
Answer
- To access an article's history
- To view a previous version of an article
- To restore a previous version of an article
- To compare versions of an article

Answer

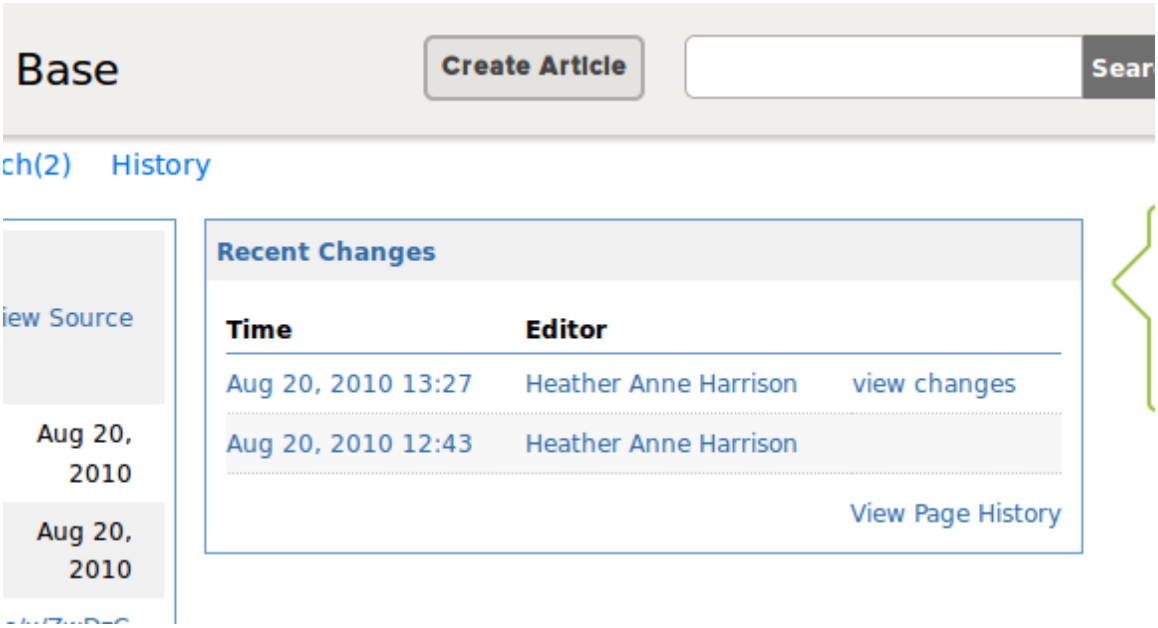
At some point you may want to review previous versions of an article, restore one of those older versions, or compare versions to find out what changed.

To access an article's history

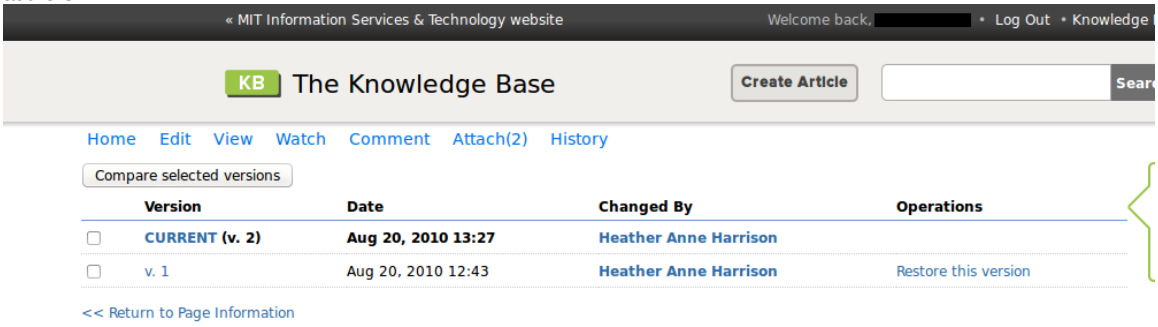
1. Make sure you're logged in.
2. Navigate to the article.
3. Click on **View > This Page > Page Information** on the top of the screen above the article title.



4. Click on **View Page History**



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.



To view a previous version of an article

1. Navigate to the history page as described above.
2. 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

1. Navigate to the history page as described above.
2. 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.
3. 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

1. Navigate to the history page as described above.
2. Check the box next to the versions you want to compare.
3. 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.