Nixing Changes in Workspace

So you've changed something in your workspace and you're simply not happy with it. You want a fresh copy out of commonspace.
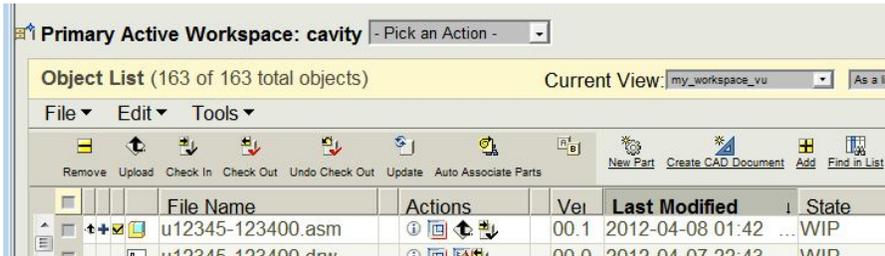
In ye olde IntraLINK-speak, the u12345-123400.asm needs to be updated. I want to get rid of my bad changes.

The fact that I changed it means that I have it checked out. **Update** is no longer the IntraLINK update. It's really handled by an **Undo Check Out**.

Select the file and click on the **Undo Check Out** button.
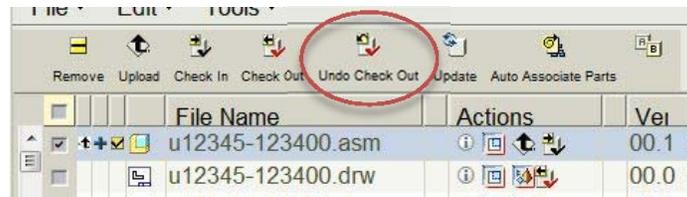
This sends you to the **Undo Check Out** Window.

Configuration ▾

Add Dependency ▸   All
                   ✓ Required
                     None

Parts Generics Family Table

☐ ⚙✚☑ ▢ 210303-3101 ...2103
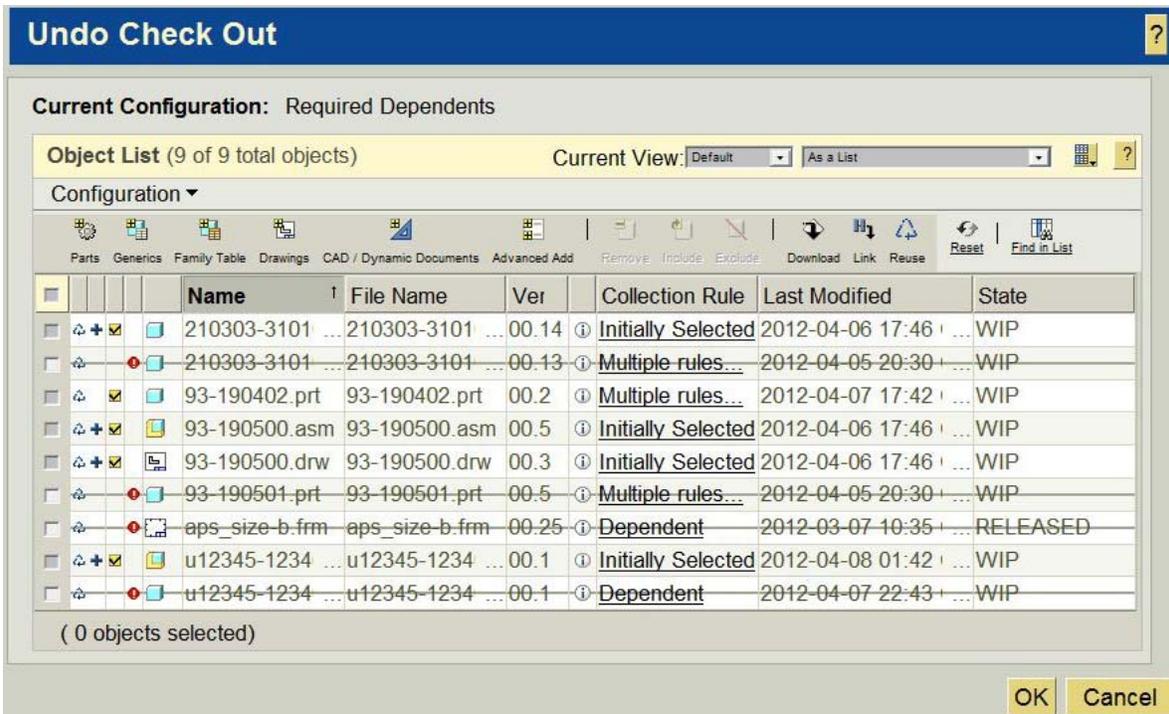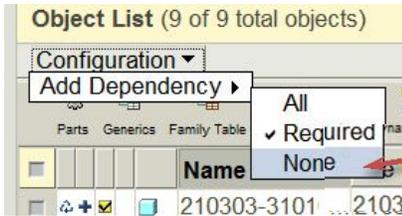
Just like back in IntraLINK, to be on the safe side, you ought to change the **Configuration** dependency to "**None**" to ensure that you don't undo some changes that you really wanted to keep.

That cleans up the view somewhat.

Notice those li'l icons?

Undo Check Out   ❓

Current Configuration: None Dependents

Object List (4 of 4 total objects)   Current View: Default ▾ As a List ▾   ▦ ❓

Configuration ▾

Parts Generics Family Table Drawings CAD / Dynamic Documents Advanced Add | Remove Include Exclude | Download Link Reuse Reset Find in List

☐				Name	↑	File Name	Ver	Collection Rule	Last Modified	State
☐ ⚙✚☑		▢		210303-3101 ...		210303-3101 ...	00.14	① Initially Selected	2012-04-06 17:46 ...	WIP
☐ ⚙✚☑		▢		93-190500.asm		93-190500.asm	00.5	① Initially Selected	2012-04-06 17:46 ...	WIP
☐ ⚙✚☑		▢		93-190500.drw		93-190500.drw	00.3	① Initially Selected	2012-04-06 17:46 ...	WIP
☐ ⚙✚☑		▢		u12345-1234 ...		u12345-1234 ...	00.1	① Initially Selected	2012-04-08 01:42 ...	WIP

(0 objects selected)

OK Cancel

The table view defaultingly puts the **Workspace Status** in that very first column. This is an important column. It has to do with how you want to undo your check-out. The default for an **Undo Check Out** is designated by these light blue things. (*Damn my eyes, I thought they were bells…*)

There are three choices for this:

> The first is the **Reuse** icon. They're not bells. When blown up, they look just like little recycle symbols. If you want to keep what's in your workspace, leave 'em where they are.

> If you want to overwrite what you have in your workspace, you can use one of the other two: **Link** or **Download**.

>> **Download** will reload your files with a fresh copy from commonspace.

>> **Link** seems kind of superfluous. It's for metadata and a promise to go get the file if you ever ask for it again. That's why it looks like a pause button, but it *does* do the same thing as **Download**.

> You find all three on the right of the icon bar.

Configuration ▾

Parts Generics Family Table Drawings CAD / Dynamic Documents Advanced Add | Remove Include Exclude | Download Link Reuse Reset Find in List

☐				Name	↑	File Name	Ver	Collection Rule	Last Modified	State
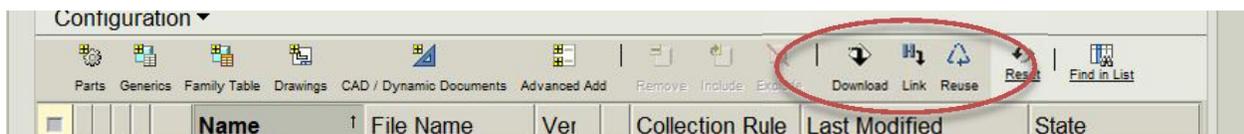
So, the actual procedure to overwrite workspace files is pretty easy.

1. Select your errant files in your workspace.
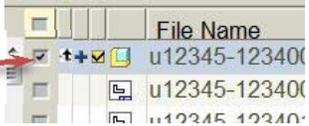
2. Click the **Undo Check Out** button.
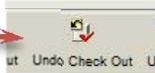
3. Click the **Configuration** button and change dependency to "**None**".
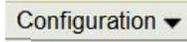
4. Select all your files.

5. Click on the **Download** button.

6. Click **OK** on the bottom right of the window.

Caveat: This doesn't work if you haven't checked out those files in order to change them. That's a trip to commonspace to **Add to Workspace** while you un-check the "**Reuse content in target workspace**" box. (But only if initiated from an embedded browser. That box doesn't appear if in an external browser which makes sense as you're viewing your server-side workspace.)

Or if that's too much, simply **Remove** the file in your workspace. If it's a subcomponent, when you need it again, your workspace will go out and get an up-to-date copy out of commonspace.