

Configure Documentation Review Workflows

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You can use the documentation review area to prepare generated technical documentation for review and publication. This workflow helps writers, technical contributors, and approvers work from the same review summary before documentation is shared or exported.

Overview

Atloria provides a documentation review experience as part of the Technical Docs workflow. After documentation has been generated or imported, you can open the review area to inspect the review summary, return to earlier review work, preview the documentation, and continue toward publication.

The visible workflow indicates when documentation is configured through the **2. Configured** status. From there, you can use **Review & Publish** to move into the review stage. The review screen includes **1 Review Summary**, which gives reviewers a single place to assess the documentation before it is published or distributed.

Use this process when you need to coordinate contributions from writers and technical contributors before an approver signs off. For example, a writer can prepare the documentation, a technical contributor can validate technical accuracy, and an approver can review the final presentation using the preview and export options.

Note: The available review experience supports reviewing and publishing documentation. If your organization needs named approval roles, mandatory approval gates, or custom status names, establish those responsibilities in your internal governance process before beginning the review.



Screenshot pending: The Technical Docs workflow showing the Configured status and the Review & Publish action.

Prerequisites

Before you start, make sure you have the following:

- Access to the relevant project's **Technical Docs** area.
- Documentation that has been generated using **Generate Documentation** → or added through **Or import existing documentation**.
- Documentation configuration completed so that the workflow shows **2. Configured**.
- Agreed reviewers for writing quality, technical accuracy, and final approval.
- A decision about the documentation style before review, if your organization uses multiple documentation styles.
- Any required diagrams, technical source information, or supporting content ready for reviewers to validate.

Step-by-Step Instructions

1. Open **Technical Docs** for the project that contains the documentation you want to review.
2. Select **Configure** → if the documentation has not yet been configured.
3. Complete the available configuration choices for the documentation.
4. Confirm that the workflow displays **2. Configured**.
5. Select **Review & Publish** to open the documentation review process.
6. Review the information in **1 Review Summary**.
7. Ask the writer to verify that the document is complete, readable, and appropriate for its intended audience.
8. Ask the technical contributor to verify that technical descriptions, API information, relationships, and diagrams are accurate.
9. Select **Preview** to view the documentation as readers will see it.
10. Review the preview for formatting, section order, terminology, and diagram readability.
11. Select **Back to Review** to return to the review screen after checking the preview.
12. Resolve any content issues by returning to the documentation preparation work before continuing with publication.

13. Select **View Your Documentation** → when you are ready to open the completed documentation view.
14. Select **Share Preview Link** if you need to give reviewers access to a shareable preview.
15. Select **Export Documentation** when the approved documentation must be downloaded or distributed outside Atloria.

 *Screenshot pending: The review screen showing 1 Review Summary, Back to Review, Preview, Share Preview Link, and Export Documentation actions.*

Tips and Best Practices

- Assign review responsibilities before selecting **Review & Publish**. A clear division between writing review, technical review, and approval reduces repeated review cycles.
- Use **Preview** as the final presentation check. The review summary helps you assess the documentation process, while the preview helps you identify reader-facing issues such as unclear structure or difficult-to-read content.
- Validate technical content with a subject-matter contributor. Technical documentation can include information across areas such as frontend, backend, database, API schema, configuration, documentation, and infrastructure. The appropriate contributor should confirm the sections that apply to their area.
- Treat **2. Configured** as a readiness checkpoint. Do not begin formal review until the documentation configuration and expected content are complete.
- Use **Share Preview Link** for asynchronous reviews. This is useful when writers, contributors, and approvers cannot review the documentation in the same session.
- Export only after approval. **Export Documentation** is best used after reviewers have completed their checks and any requested changes have been addressed.
- Keep review feedback focused on the reader outcome. Writers should address clarity and organization; technical contributors should address correctness; approvers should confirm that the document is ready to share or publish.

Related Pages

- [Generate Technical Documentation](#)

- [Import Existing Documentation](#)
- [Configure Documentation Output](#)
- [Preview Documentation](#)
- [Share a Documentation Preview](#)
- [Export Documentation](#)
- [Configure CI/CD](#)

Troubleshooting

The Review & Publish option is not available

Confirm that the documentation has completed configuration and that **2. Configured** is displayed. If the documentation has not been generated or imported, use **Generate Documentation** → or **Or import existing documentation** first.

Reviewers cannot see the document in the expected format

Select **Preview** and check the reader-facing presentation. If the content or structure is not ready, return to the documentation preparation work, make the necessary updates, and reopen the review process.

A reviewer needs to review the documentation outside Atloria

Select **Share Preview Link** to provide access to a preview. If a downloadable copy is required after approval, select **Export Documentation**.