

Manage a Documentation Version by ID

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Manage a Documentation Version by ID

A documentation version ID identifies one specific generated or published version of your project documentation. Use it when you need to review, compare, publish, or manage the screenshots for the correct version rather than working with the latest version by default.

Overview

Documentation versioning lets you keep multiple documentation outputs for the same project. Each version has its own identifier, shown in the version-specific area of Version Manager. This identifier distinguishes one version from another when you open management tools such as review, comparison, or screenshot management.

You typically need a version ID when your project contains more than one generated documentation version. For example, you may generate a new version after updating your application, compare it with an earlier version, and then publish only the version you have reviewed. The version ID ensures that you are working on the intended documentation set.

A version can be available for management without being published. The **Published** status indicates that a version is available in the published documentation experience. Selecting a version by its ID does not publish it automatically; publishing is a separate action.



Screenshot pending: The Version Manager showing multiple documentation versions and their available actions.

Prerequisites

Before you begin, make sure that you have:

- Access to the applicable project in Atloria.

- Permission to view and manage project documentation versions.
- At least one generated documentation version.
- The version ID or version number you intend to manage.
- Reviewed any changes that may affect the version before publishing it.
- Access to the project's publishing and branding settings if you plan to verify the published result.

Step-by-Step Instructions

1. Open your project in Atloria.
2. Select **Versions** to open the project's version management area.
3. Locate the documentation version that matches the version ID you need to manage.
4. Select the matching version to make it the active version for your next action.
5. Click **Compare Versions** if you need to compare the selected version with another available version.
6. Select the comparison version when prompted.
7. Review the differences between the two versions before making a publishing decision.
8. Click **Manage Screenshots** → if you need to update or review screenshots associated with the selected version.
9. Review the screenshots shown for the selected version.
10. Select **Use V4 AI Version** if you want to use the available V4 AI-generated documentation version for the current documentation context.
11. Select **Use All V4 AI Versions** if you want to apply all available V4 AI-generated versions rather than choosing one individually.
12. Click ⚡ **Generate Next Version** when you need to create a newer documentation version after reviewing the current version.
13. Wait for the new version to appear in the **Versions** list.
14. Select the newly generated version by its version ID before continuing with review or publishing.

15. Click  **Publish Version 4** when Version 4 is the version you have approved for publication.
16. Confirm that the version displays the **Published** status after the publishing process completes.
17. Click  **View Published Docs** to open the published documentation for the selected version.
18. Review the published documentation to confirm that the expected version content is visible.

 *Screenshot pending: A selected documentation version with Compare Versions, Manage Screenshots, publishing, and published-documentation actions.*

Tips and Best Practices

- Treat the version ID as the identifier for one specific documentation version. Before selecting an action, verify that you have selected the intended version in the **Versions** area.
- Compare versions before publishing when you have generated a newer version. **Compare Versions** helps you confirm that the intended documentation changes are present and that important content was not removed unexpectedly.
- Manage screenshots for the correct version. Screenshots are version-specific, so use **Manage Screenshots** → only after confirming the selected version ID.
- Generate a new version instead of assuming changes appear in an older version. Use  **Generate Next Version** when your project changes require refreshed documentation.
- Publish only after review. The **Published** status is the confirmation that the version is available through the published documentation experience. A version that has been generated or selected is not necessarily published.
- Verify the final result in the published view. After using  **Publish Version 4**, select  **View Published Docs** to confirm what your readers will see.
- Use the V4 AI options deliberately. **Use V4 AI Version** applies a specific V4 AI version, while **Use All V4 AI Versions** applies all available V4 AI versions. Review which option best matches your documentation workflow before proceeding.

- Return to the central management area when needed. Select  **Go to Version Manager** to review available versions and continue working with a specific version ID.

Related Pages

- [Generate a New Documentation Version](#)
- [Compare Documentation Versions](#)
- [Manage Version Screenshots](#)
- [Publish Documentation](#)
- [View Published Documentation](#)
- [Configure Publishing Branding](#)
- [Export Documentation](#)

Troubleshooting

I cannot find the version ID I need

Open **Versions** and review the available version list. If the expected version is not listed, it may not have been generated yet. Select  **Generate Next Version** to create a new version when appropriate, then return to the version list and select the newly available version.

I published the wrong version

Return to **Versions** and identify the correct version ID. Review it with **Compare Versions** if necessary, then use the appropriate publish action for the version you intend to make available. Finally, select  **View Published Docs** to verify the published result.

My screenshots do not match the documentation version I selected

Open the intended version from **Versions** first, then select **Manage Screenshots** → . Because screenshot management is tied to the selected documentation version, verify the version ID before adding, reviewing, or replacing screenshots.