

Troubleshoot Review and Version Problems

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This page helps you resolve problems with reviews, feedback, version comparisons, and version approval or publishing actions. Use it when expected review information is missing or when you cannot continue from review to a version decision.

Overview

Atloria provides review and version-management tools so you can evaluate generated or edited content before publishing it. From the review area, you can check the **Review Summary**, confirm whether items are resolved, return to the review workspace, and continue to version actions.

When you need to compare changes between versions, use **Compare Versions**. This helps you confirm which version contains the changes you want before selecting **Use V4 AI Version**, **Use All V4 AI Versions**, generating another version, or publishing.

You may also need this page when a review appears incomplete, feedback is not visible, a comparison does not show the expected differences, or the version you expect is not available for approval. In these situations, first confirm that you are viewing the correct project and version, then use the version-management controls to refresh your work context.



Screenshot pending: Review screen showing Review Summary, resolved-review status, and version actions.

Prerequisites

Before you start, make sure you have:

- Access to the relevant project.
- A project that has at least one available version.
- The correct version selected for review.

- Permission to review, use, generate, or publish versions, as applicable to your organization.
- Any required feedback or review comments completed before attempting to publish.
- A stable connection while generating or switching versions.

Step-by-Step Instructions

1. Open the project's version area.

In your project, open **Versions** to view the available versions and version-related actions. If you are working from a review screen, select **Go to Version Manager** to return to the full version list.

2. Confirm that you are reviewing the intended version.

Check the version identifier and content shown on screen before taking action. If the review is for an AI-generated version, look for the available actions such as **Use V4 AI Version** or **Use All V4 AI Versions**.

- Select **Use V4 AI Version** when you want to apply one available AI version.
- Select **Use All V4 AI Versions** only when you intend to apply all listed V4 AI versions.

3. Review the summary and resolution state.

Open or return to the review view and check **1 Review Summary**. Review the items presented there and verify whether the screen shows **4 All Resolved**.

If the screen does not show all items as resolved, complete or address the outstanding review feedback before trying to publish. If you need to leave version management and return to the review workspace, select **Back to Review**.

4. Compare versions when expected changes are missing.

Select **Compare Versions**. Choose the versions you need to evaluate and inspect the comparison for the expected content changes.

If the comparison does not include the changes you expected, return to **Versions** and confirm that the correct version was generated or selected. Use **Manage all versions** → if you need to locate another version.



Screenshot pending: Compare Versions screen with two versions

selected for review.

5. **Generate a replacement version when needed.**

If the current version does not include the needed updates, select **Generate Next Version** or **Generate New Version**. Wait for the generation process to finish before opening the new version for review.

When a process reports completion, verify that it completed successfully. A completed process may also report warnings; review the result before using or publishing the new version.

6. **Review the new version before publishing.**

Open the new version and repeat the review steps. Confirm the content, feedback, and comparison results. Use **Review & Publish** when you are ready to complete the final review and publication process.

7. **Publish only after review requirements are met.**

When all required review items are resolved and you have confirmed the correct version, select the available publish action. For example, the button may read **Publish Version 4** for the version currently displayed.

After publishing, return to **Versions** to confirm that the correct version is available in the project's version history.

Tips and Best Practices

- Always use **Compare Versions** before replacing a reviewed version with an AI version. This reduces the risk of applying changes you did not intend to keep.
- Treat **All Resolved** as a checkpoint, not just a label. Confirm that every required feedback item is addressed before you publish.
- Use **Back to Review** when you need to verify feedback after working in version management. Do not rely only on the version list when approval depends on review completion.
- Generate a new version instead of repeatedly switching between versions when the required edits are not present. Use **Generate Next Version** or **Generate New Version**, then review the result as a separate version.
- If generation completes with warnings, inspect the generated content carefully. Completion does not always mean the output is ready for publication.

- Use **Manage all versions** → to find older or alternate versions rather than assuming the currently open version is the most recent or approved one.

Related Pages

- [Review and Publish Content](#)
- [Compare Project Versions](#)
- [Generate a New Version](#)
- [Manage Project Versions](#)
- [Use AI-Generated Versions](#)
- [Get Help from Support Agent](#)

Troubleshooting

Review feedback or the review summary is missing

Problem: You cannot find expected feedback, or **1 Review Summary** does not show the review information you expected.

Cause: You may be viewing a different version than the one that received feedback, or you may be in version management instead of the review workspace.

Solution: Confirm the active version in **Versions**, then select **Back to Review**. Check **1 Review Summary** again. If feedback belongs to another version, return to **Manage all versions** → , open that version, and review its feedback there.

The comparison does not show the changes you expected

Problem: **Compare Versions** does not show a change that you expected to see.

Cause: The wrong versions may have been selected, or the expected change may exist only in a newly generated version that has not yet been opened.

Solution: Return to **Versions** and identify the versions you want to compare. Open **Compare Versions** again and select the correct pair. If no version contains the needed change, select **Generate Next Version** or **Generate New Version**, wait for completion, and compare the new version with the prior version.

You cannot approve or publish a version

Problem: The publish action is unavailable, or you are not ready to select **Publish Version 4**.

Cause: Required review items may still be unresolved, you may be viewing the wrong version, or you may not have the required publishing permission.

Solution: Return to the review workspace and verify whether the screen shows **4 All Resolved**. Resolve outstanding feedback, then use **Review & Publish** to continue. If all review requirements are complete but publishing is still unavailable, contact your organization's administrator or open **Support Agent** for assistance.