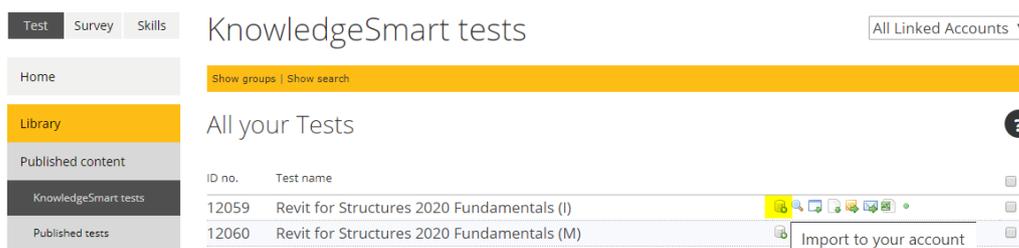


## PUBLISHED LIBRARY CONTENT

### Publishing a Test

KS administrators can 'publish' draft tests, which locks the content and enables sharing of custom tests across linked accounts. First, you need to take a copy of the original KS 'off the shelf' test.

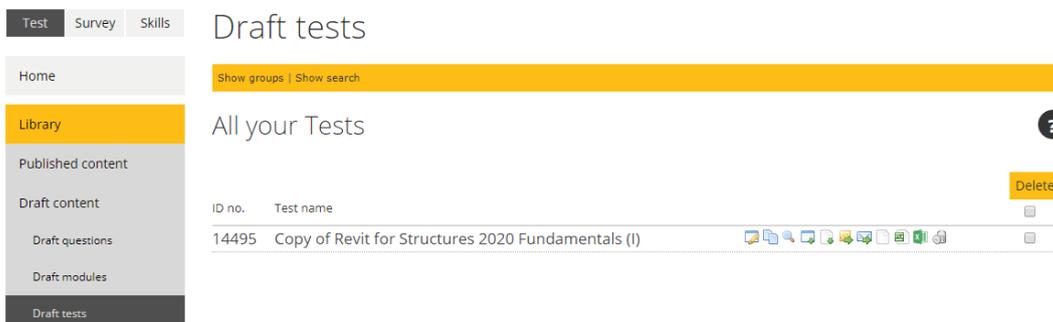
Go to the **Library > Published content > KnowledgeSmart tests** page and use the **Import to your account** tool to create an identical, editable copy of your chosen test.



The screenshot shows the 'KnowledgeSmart tests' page. The left sidebar has a menu with 'Library' selected. The main content area is titled 'All your Tests' and contains a table of tests. The table has columns for 'ID no.' and 'Test name'. Two tests are listed: '12059 Revit for Structures 2020 Fundamentals (I)' and '12060 Revit for Structures 2020 Fundamentals (M)'. The second test has an 'Import to your account' button next to it.

ID no.	Test name	
12059	Revit for Structures 2020 Fundamentals (I)	[Icons]
12060	Revit for Structures 2020 Fundamentals (M)	[Icons] Import to your account

Your test copy will be displayed in the **Library > Draft content > Draft tests** page of your dashboard.



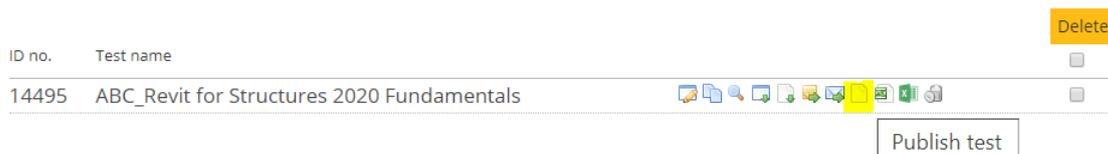
The screenshot shows the 'Draft tests' page. The left sidebar has a menu with 'Draft tests' selected. The main content area is titled 'All your Tests' and contains a table of draft tests. The table has columns for 'ID no.' and 'Test name'. One test is listed: '14495 Copy of Revit for Structures 2020 Fundamentals (I)'. There is a 'Delete' button in the top right corner of the table area.

ID no.	Test name	
14495	Copy of Revit for Structures 2020 Fundamentals (I)	[Icons]

Tests are listed by ID number; you can reverse the list by clicking the **ID no.** and **Test name** links. Use the **page numbers** at the bottom of the screen to move through your library.

(Refer to the help sheet **Editing a KS Test** for more information about editing KS tests).

When you are happy with your custom edits, use the **Publish test** icon to publish your test.



This close-up shows the table row for '14495 ABC\_Revit for Structures 2020 Fundamentals'. A yellow 'Publish test' button is highlighted in the table's action column.

ID no.	Test name	
14495	ABC_Revit for Structures 2020 Fundamentals	[Icons] <b>Publish test</b>

The 'Publish' icon will change to a small gold medal when the test has been published.

ID no.	Test name		Delete
14495	ABC_Revit for Structures 2020 Fundamentals	      	<input type="checkbox"/>

Your published tests will display on the **Library > Published content > Published tests** page of your dashboard.



If you want to make a change to a Published test, you must first un-publish the test by selecting the **Unpublish test** icon, on the **Draft content > Draft tests** page.

It is possible to copy Published tests from one KS account to another. Go to the **Accounts > Manage content** page. Here you can assign (or unassign) published tests, to (or from) other accounts in your organisation.

(Refer to the help sheet **Moving Library Content Between Accounts** for more information about copying published tests across linked accounts).

## Publishing a Module

KS administrators can 'publish' draft modules, which locks the content and enables sharing of custom modules across linked accounts.

When you create a copy of a KS 'off the shelf' test, the component modules are displayed in the **Library > Draft content > Draft modules** page of your dashboard.

(Refer to the help sheet **Editing a KS Module** for more information about editing KS modules).

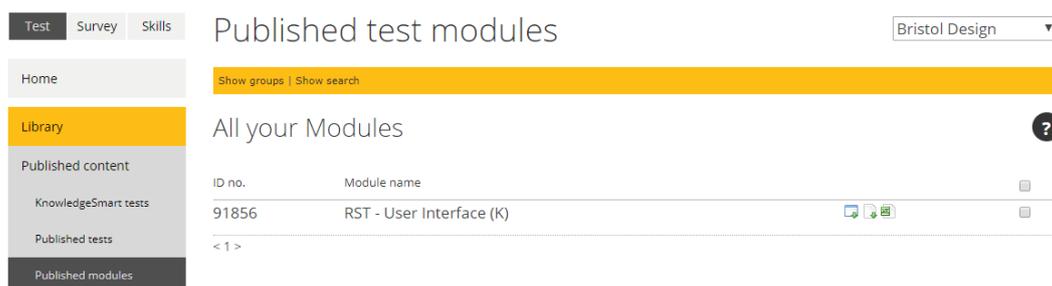
When you are happy with your custom edits, use the **Publish module** icon to publish your module.

91856	RST - User Interface (K)	     
91858	RST - User Interface03 (T)	    
91863	RST - Families (T)	    

The 'Publish' icon will change to a small gold medal when the module has been published.

91856	RST - User Interface (K)	    
91858	RST - User Interface03 (T)	    
91863	RST - Families (T)	    

Your published modules will display on the **Library > Published content > Published modules** page of your dashboard.



Published test modules Bristol Design ▾

Home Show groups | Show search

**Library** ?

Published content

KnowledgeSmart tests

Published tests

Published modules

ID no.	Module name	
91856	RST - User Interface (K)	    

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If you want to make a change to a Published module, you must first un-publish the module by selecting the **Unpublish module** icon, on the **Draft content > Draft modules** page.

It is possible to copy Published modules from one KS account to another. Go to the **Accounts > Manage content** page. Here you can assign (or unassign) Published modules, to (or from) other accounts in your organisation.

(Refer to the help sheet **Moving Library Content Between Accounts** for more information about copying published modules across linked accounts).