

**<http://localhost:3000/next/Training-Manual/Stage-3/CT>**

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## 18. CT – Compare Text

### Introduction

In this module, you will learn how to save your text at various points and review them later.

### Where are we?

You have worked on your text and you have arrived at an important stage of your project.

### Why is this important?

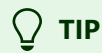
As you work on your translation, you will be continually making changes. It is good to have a copy of your text as it was at a particular point, for example as it was before you went to a consultant check.

### What will you do?

You will mark a point in the history of the project. Later you can compare the text at different points.

### 18.1 Mark Point in History

- Click in your project window to make it active (in Paratext).
  - ≡ **Tab** under **Project** > **Mark a point in project history**
  - Type a comment to describe the point.
  - Click **OK**
-

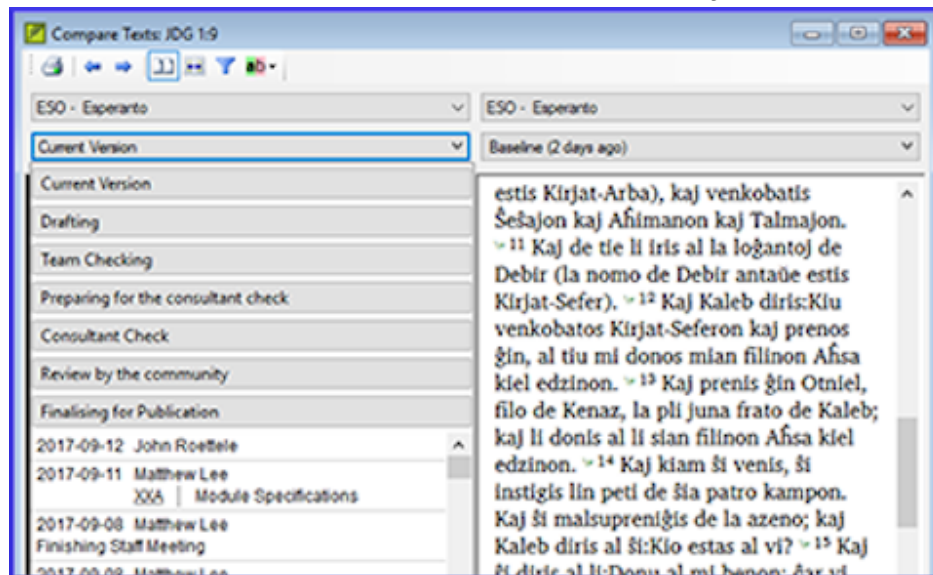


#### TIP

It is good to start the comment with some symbols, like **##**, to easily identify the points you have added in the long list of automatic points that Paratext creates.

## 18.2 Compare Two Versions

- **≡ Tab** under **Project > Compare Versions**
- Click on the version dropdown list Current version
- Choose the desired point in the history



- *The screen shows the differences.*



#### TIP

Any text that has been deleted is crossed out. Any text that has been added is underlined.