DNG: Create an Artifact

In DOORS Next Generation (DNG) there are a number of ways and places from which artifacts can be created. The different ways are mostly how one initiates the creation of a new artifact. This page covers the two most common ways of creating new artifacts, from the create menu toward the top of the artifacts web page or from the action menu on a folder. Both present the same artifact creation dialog box.

DNG Help Reference: Creating artifacts - IBM Documentation

Basic Instructions

1. Open DNG web client in a web browser (DNG Web Client)
   a. This lands the user at the DNG Dashboard
2. Select the Artifacts tab in the upper left-hand side
   a. This is available from any DNG page
3. [Option 1] From the **Create** menu:
   a. Select the Create menu item toward the top left-hand side of the Artifacts page
   b. Click on the most appropriate artifact option - **Capability, Story, Other…**
4. [Option 2] From the folder action menu
   a. Hover the cursor over a folder and DNG will present the action menu icon
   b. Click on the action menu
   c. Click on, or hover, over the second menu option down **Create Artifact**
   d. Click on the most appropriate artifact option - **Capability, Story, Other…**
5. DNG presents the **Create Artifact** dialog box to fill out
6. Fill out the dialog box:
   a. Initial Content
   b. Name
   c. Artifact type (mandatory)
   d. Artifact format (mandatory)
   e. [Optional] Select a template (if applicable)
   f. Folder (where the artifact will be created)
   g. Tag
   h. Open artifact checkbox
7. Click OK
8. If the Open artifact checkbox was not checked, the new artifact will be added as a row to the current view, assuming the current view is of the target folder.
9. If the Open artifact checkbox was checked an artifact editor opens up to continue adding content to the new artifact. (See DNG: Modify an Artifact)

If Initial Content is added a title is not required. DNG will take the first 'n' characters from the Initial Content for the title. However, it is recommended to add a pithy title for the artifact

If create Capability or User Story were specifically selected, the artifact type field is automatically set in the Create Artifact dialog box.

If create Other… was selected an arbitrary artifact is selected, generally the last artifact type created. The user should take care to specify the artifact type to create

The artifact format is directly tied to the artifact typ. When the artifact type is set the artifact format is automatically set. While this can be overridden this is generally not advised.

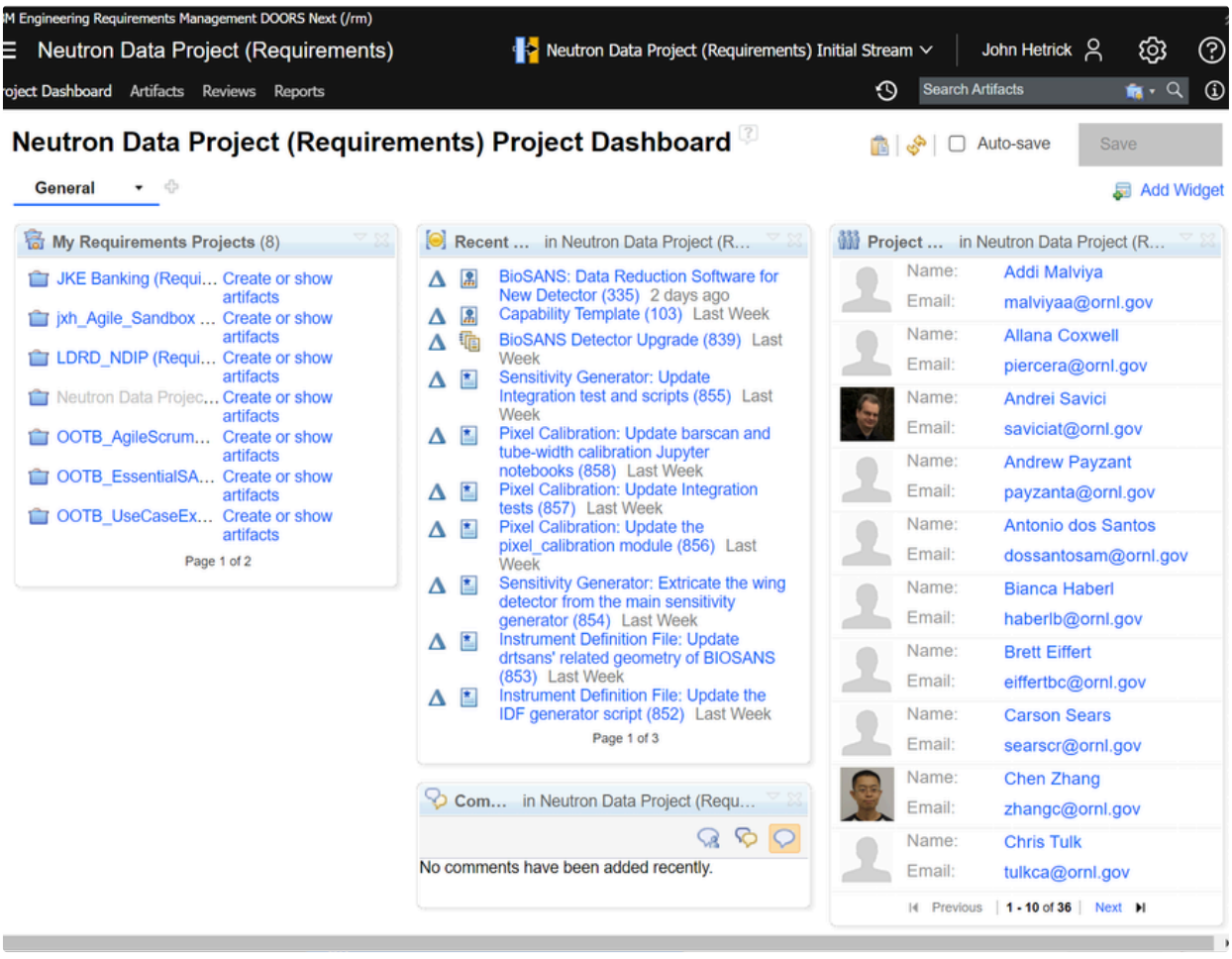
It is easy to overlook the target folder. Be sure to notice this field and change if necessary. Neglecting this field leads to the perceived “loss” of the artifact.

Tags are currently not used on the NDP project and no strategy for their use has been established.

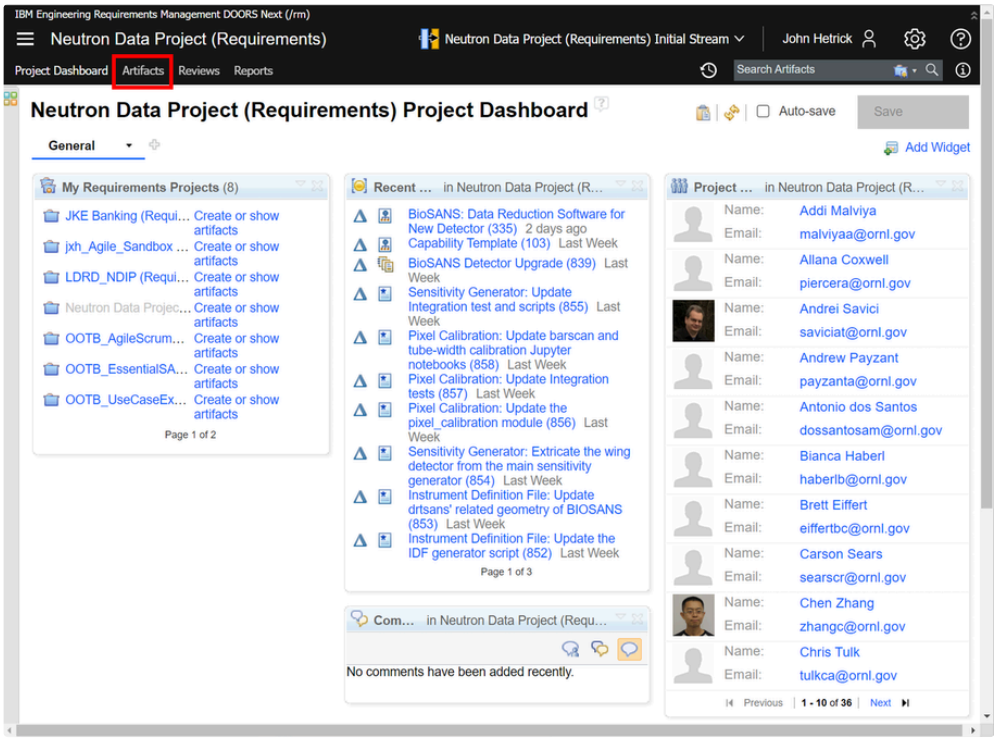
Detailed Instructions

Detailed Instructions: Create an Artifact

1. Open DNG web client in a web browser (DNG Web Client)

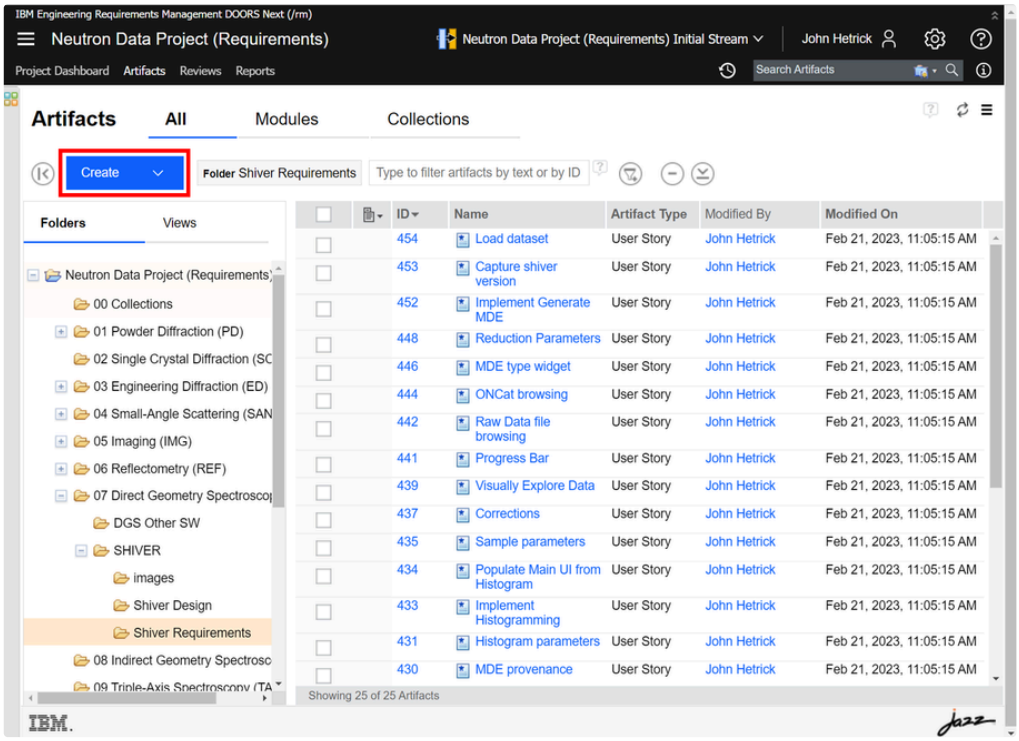


2. Select the Artifacts tab in the upper left-hand side

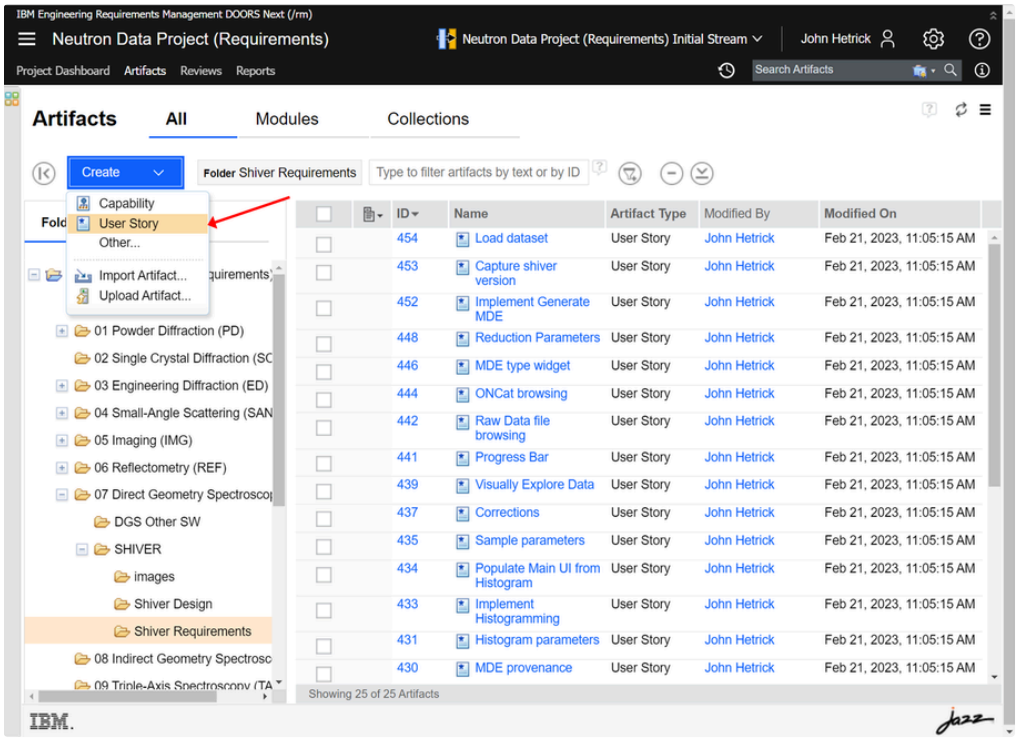


3. [Option 1] From the **Create** menu:

   a. Select the Create menu item toward the top left-hand side of the Artifacts page



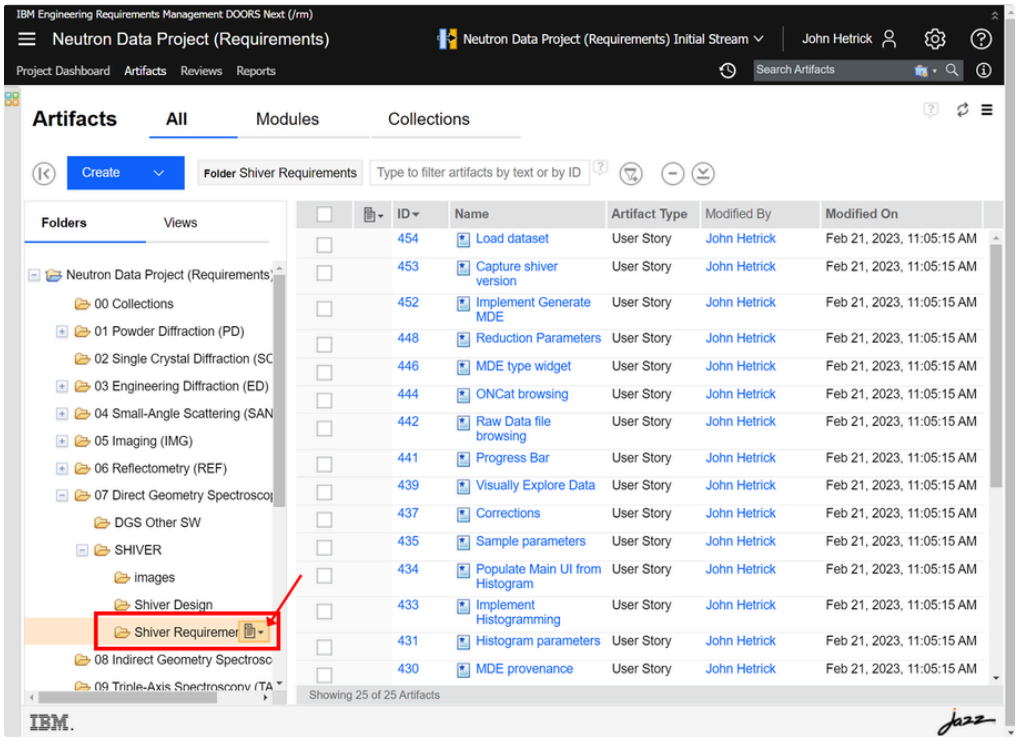
   b. Click on the most appropriate artifact option - **Capability, Story, Other…**



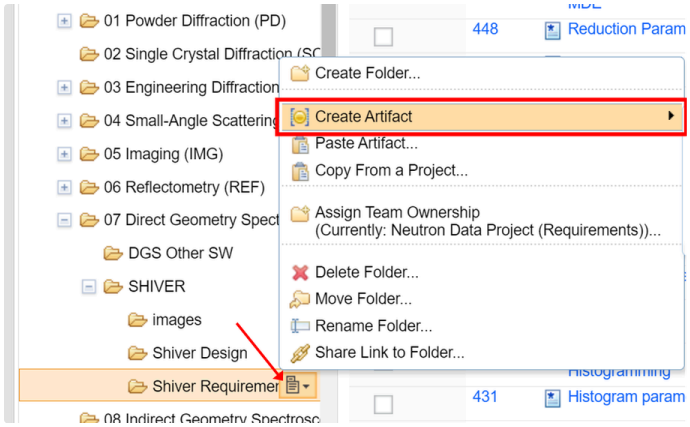
4. [Option 2] From the folder action menu

   a. Hover the cursor over a folder and DNG will present the action menu icon

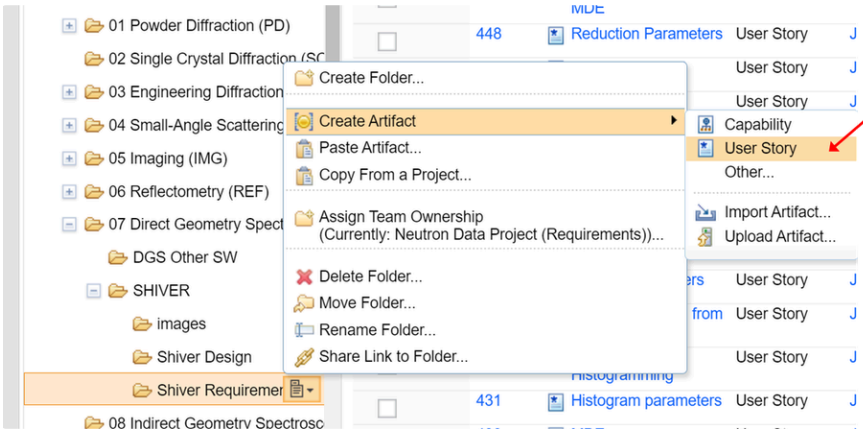
   b. Click on the action menu



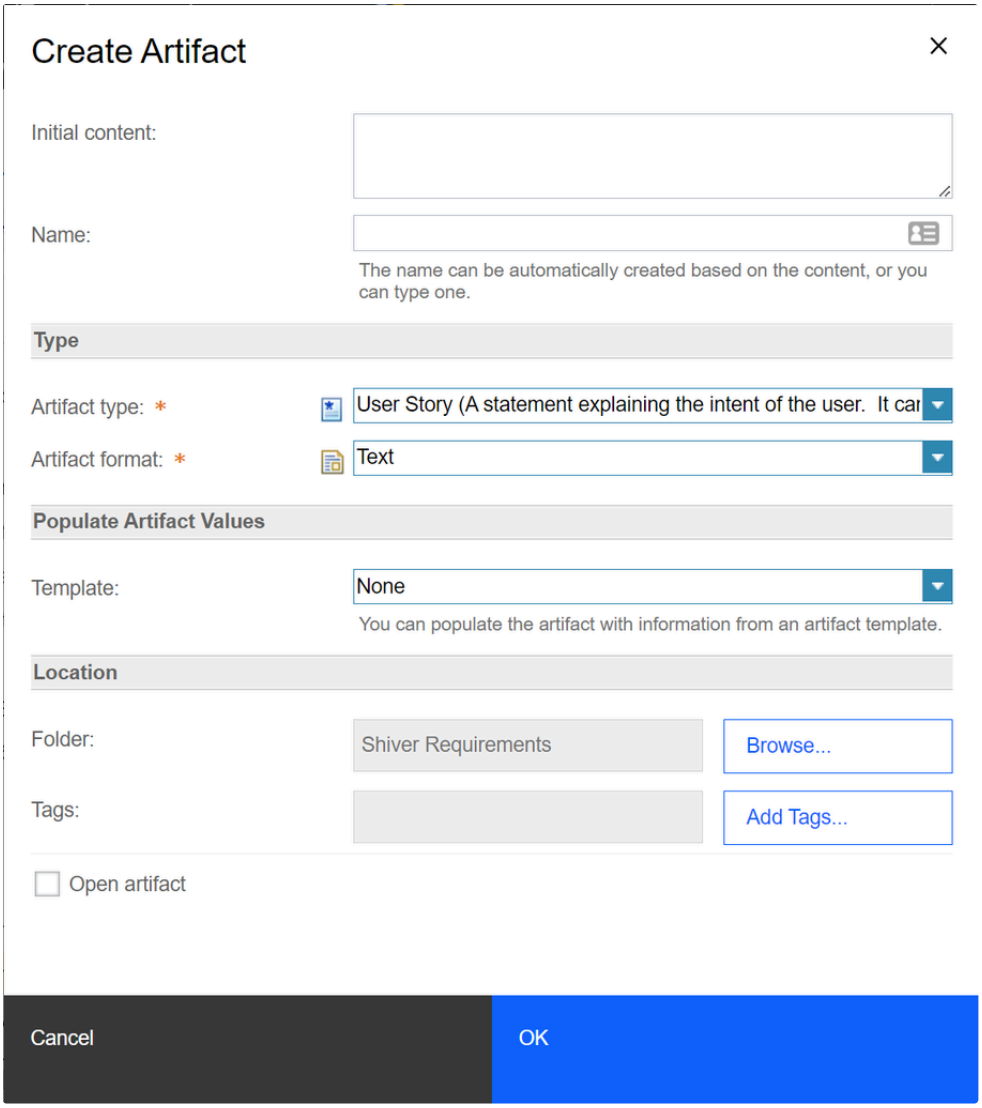
   c. Click on, or hover, over the second menu option down **Create Artifact**



d. Click on the most appropriate artifact option - **Capability, Story, Other…**

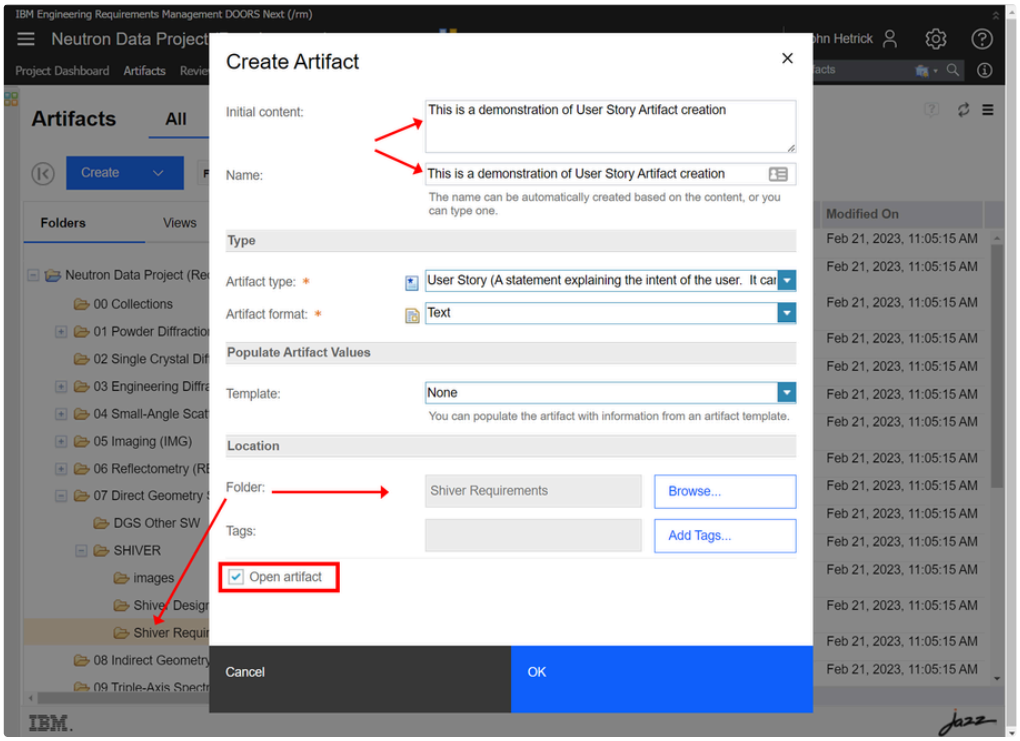


5. DNG presents the **Create Artifact** dialog box to fill out



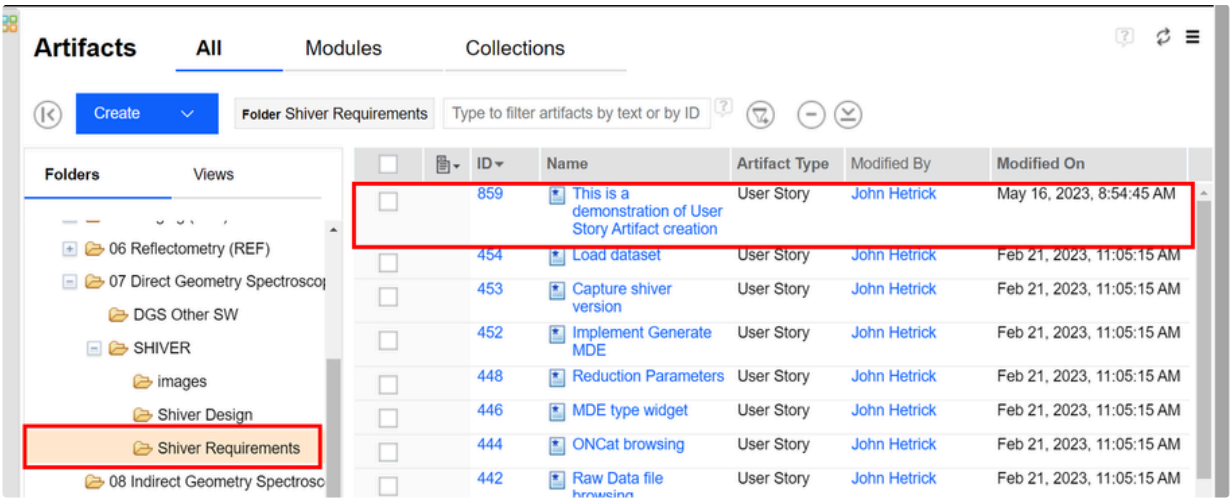
6. Fill out the dialog box:

- Initial Content
- Name
- Artifact type (mandatory)
- Artifact format (mandatory)
- [Optional] Select a template (if applicable)
- Folder (where the artifact will be created)
- Tag
- Open artifact checkbox



7. Click OK

8. If the Open artifact checkbox was not checked, the new artifact will be added as a row to the current view, assuming the current view is of the target folder.



9. If the Open artifact checkbox was checked an artifact editor opens up to continue adding content to the new artifact. (See DNG: Modify an Artifact)

Tips and tricks

- The Initial Content field in the Create Artifact dialog box populates the Primary Text attribute (field)
- The Primary Text attribute holds the primary content of the artifact.
- The Description attribute is different and is a small text field in the side panel on the righ-hand side in the Overview section that holds the other attributes. This is generally not used in practice, but could/would hold a description of the artifact, but not the content.

📋 Related articles

- NDP Process: Development Review
- DNG: Modify an Artifact
- DNG: Create an Artifact
- NDP Process: Detail Requirements & Design
- DNG: Capability Review