BTT WRITER FOR THE DESKTOP

Uploading, Exporting, and Importing a Project

What Is This Presentation About?

In this presentation you learn to:

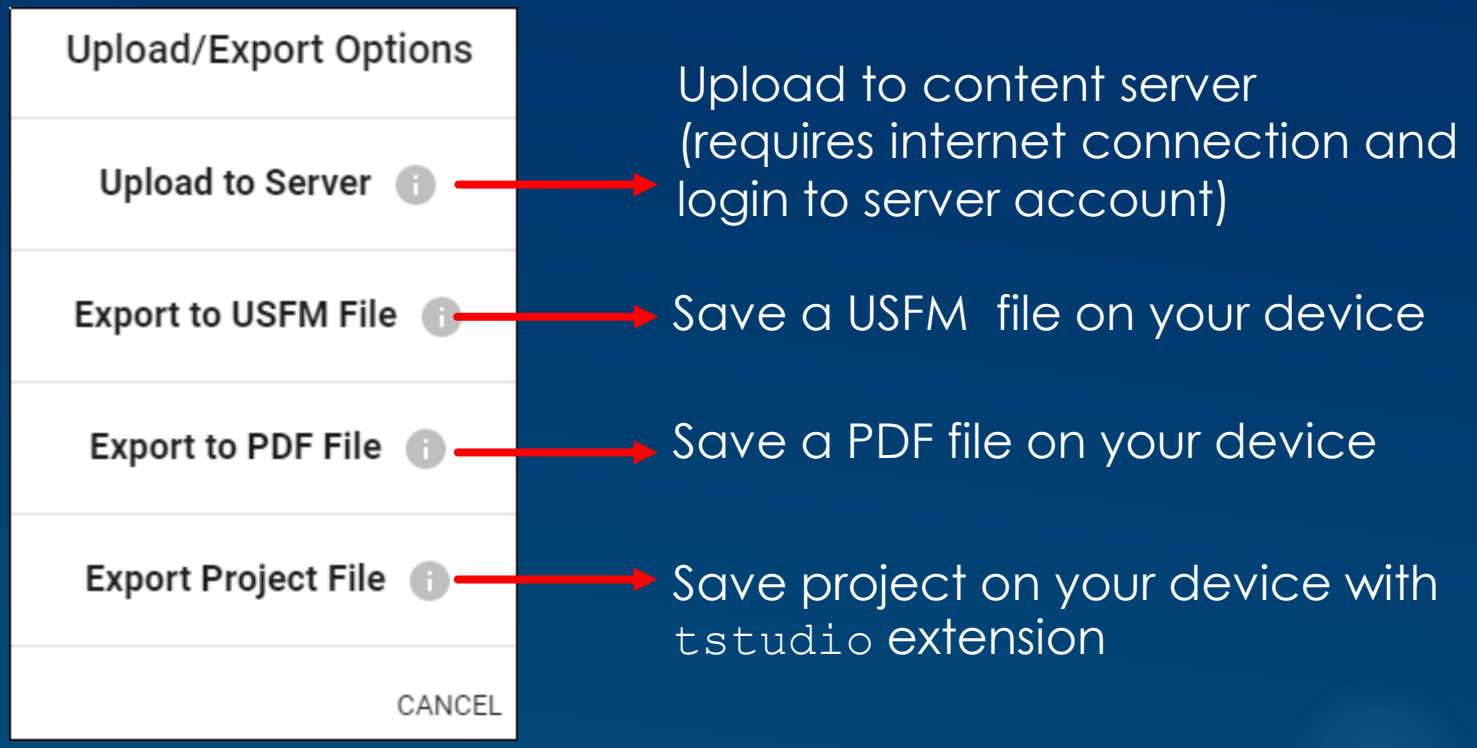
- Explain why you should upload a project
- Describe the upload options
- Review a project
- Upload a project to the content server
- View a project on the content server
- Delete a project from BTT Writer
- Import a project from the content server
- Resolve merge conflicts

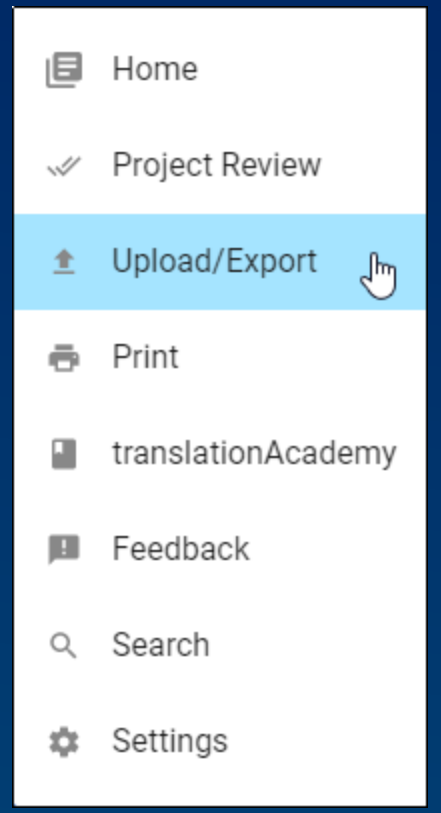
Uploading/Exporting a Project

- BTT Writer saves work to your device every 5 min. by default (can change in Settings)
- Good idea to create an offline backup in case:
  - Your files get corrupted
  - Your device crashes
- Enables you to:
  - Share your work with others
  - Work on a different device by importing to any device that has BTT Writer installed
- BTT Writer provides several ways to back up and/or share your work

Options for Uploading/Exporting a Project

- Options menu (3 dot icon) from Project Screen: Upload/Export
- Several options:





Reviewing/Uploading/Exporting a Project

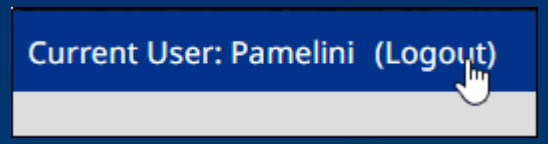
1. Check your settings
2. Log in to the content server (either WACS or DCS, depending on settings – the following examples use WACS).
3. Review your project and add another contributor.
4. Export your project to the server.
5. View the project on the server.

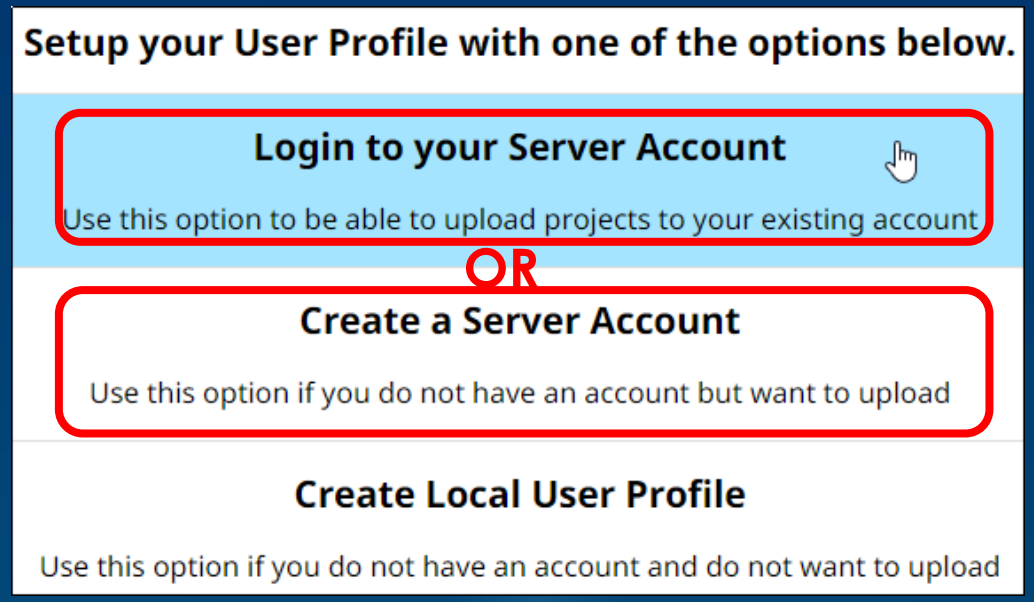
Step 1: Checking Your Settings

1. Check your settings:
    a. Open the Settings page (3-dot menu → Settings).
    b. Scroll to the Advanced section.
    c. Set Server Suite to the server of your choice (the following examples use WACS).
    d. If you change the setting, you need to close and restart the BTT Writer.

Step 2: Logging in to the Server

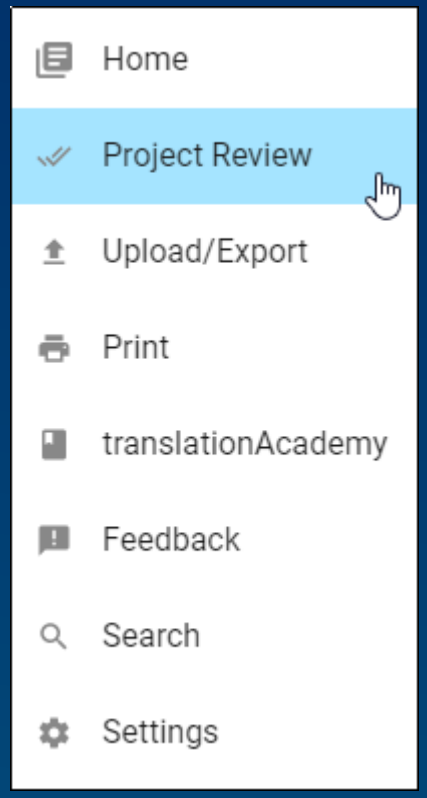
2. Log in to the server:
    a. If you are using an offline account or an account that is not on the server you selected in Step 1:
        i. Log out of BTT Writer.
        ii. Log in to your server account, or create an account if you don't already have one on that server.





Step 3: Reviewing Your Project

3. Review your project and add another contributor.
   a) Open your project
   b) Click Project Review on Options menu (good idea to review before sharing or exporting).



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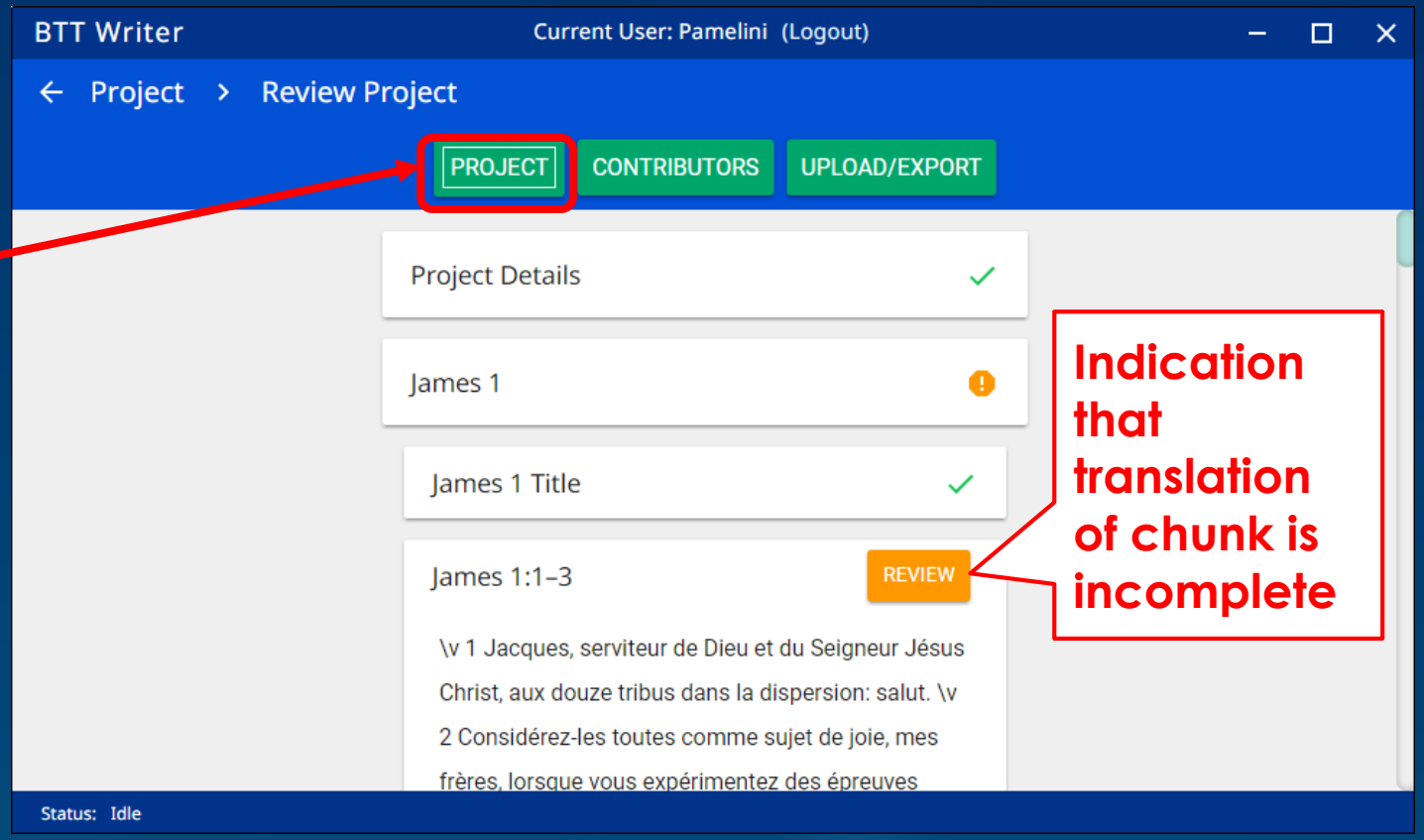
   c) Click Project.



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   a) Open your project
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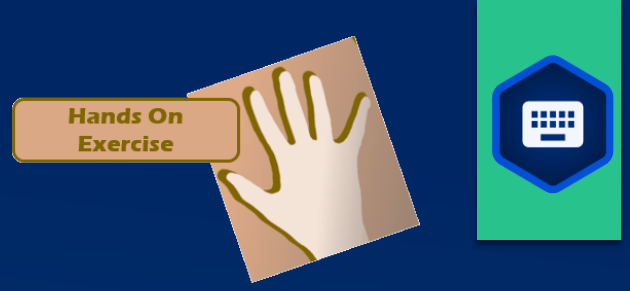
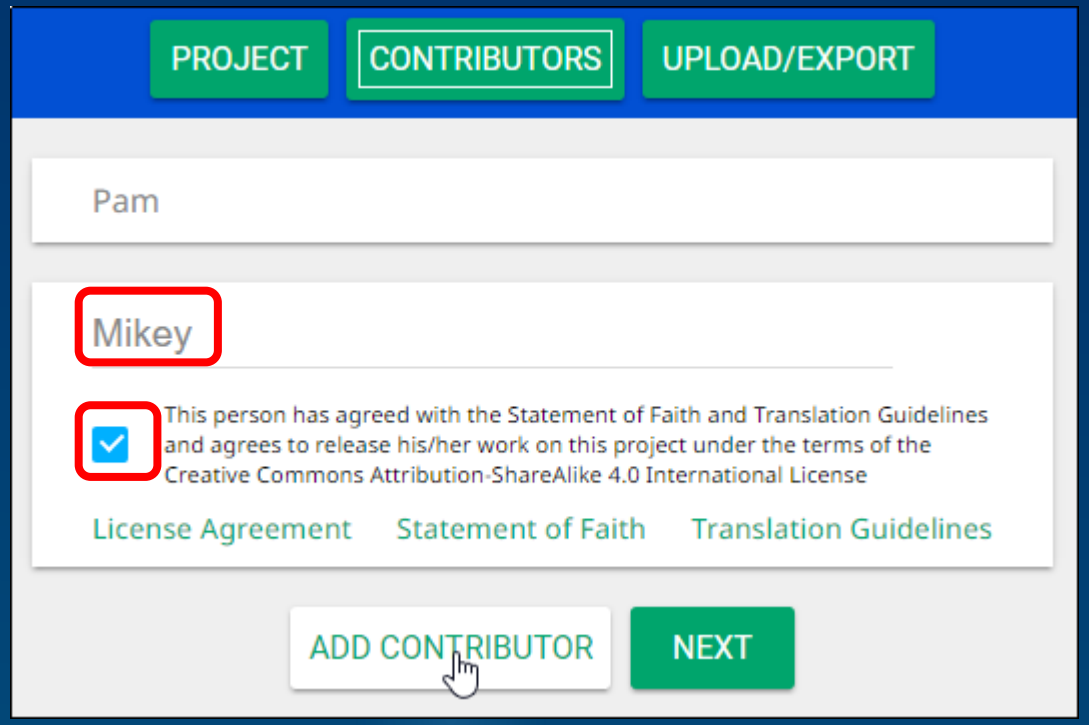
   c) Click Project.
   d) Click Contributors.

Step 3: Reviewing Your Project



3. Review your project and add another contributor.
    a) Open your project
    b) Project Review on Options menu (good idea to review before sharing or exporting).
    c) Click Project.
    d) Click Contributors.
    e) Add contributor's name and check the agreement box, then click Add Contributor.



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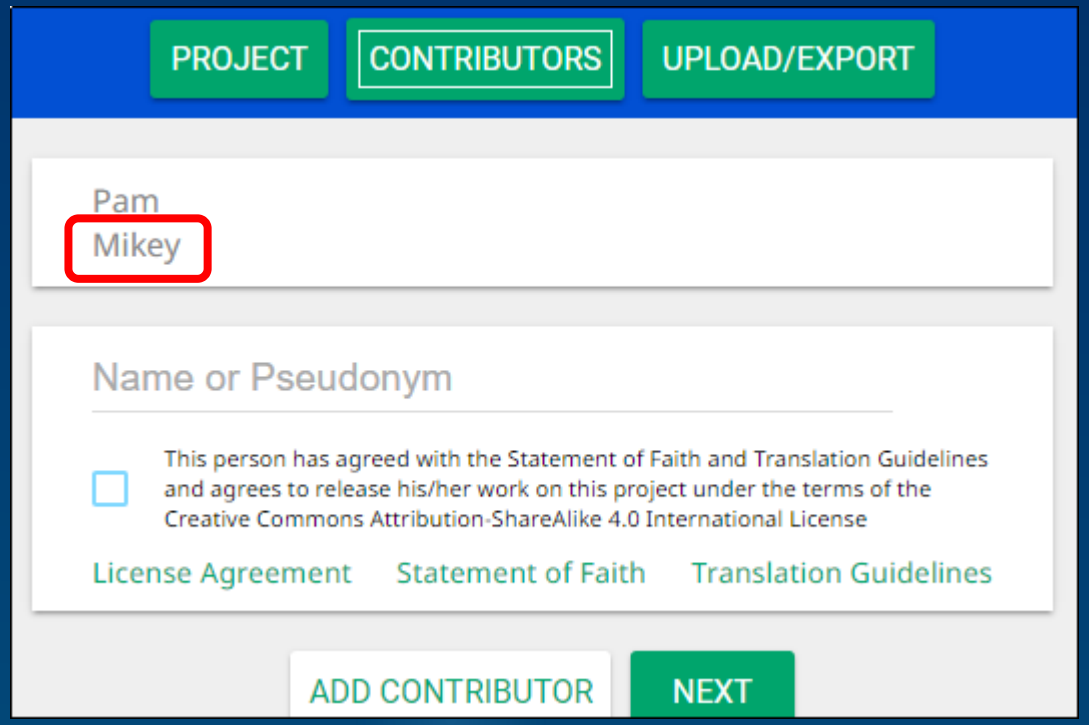
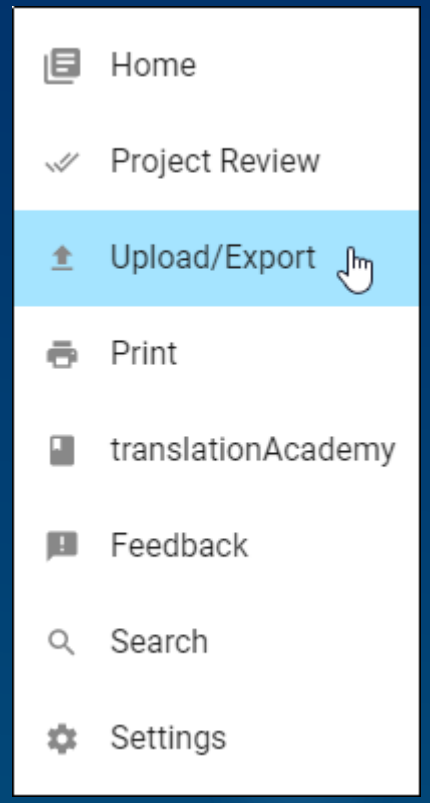
    a) Open your project
    b) Click Project Review on Options menu (good idea to review before sharing or exporting).
    c) Click Project.
    d) Click Contributors.
    e) Add contributor's name and check the agreement box, then click Add Contributor.
    f) The new contributor has been added.



Step 4: Exporting the Project to the Server

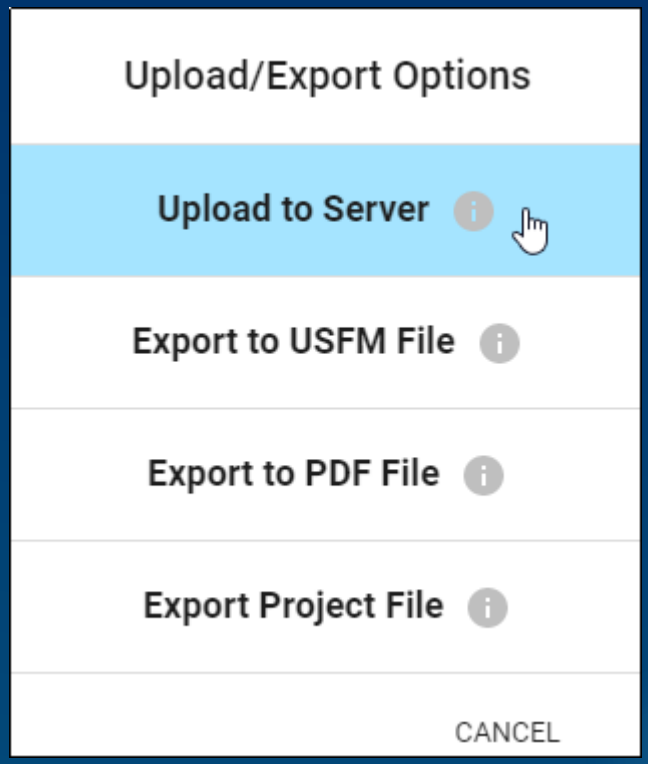
4. Export your project to the server.
    a) Click Upload/Export from either the Project Review screen or from the Options menu.

OR



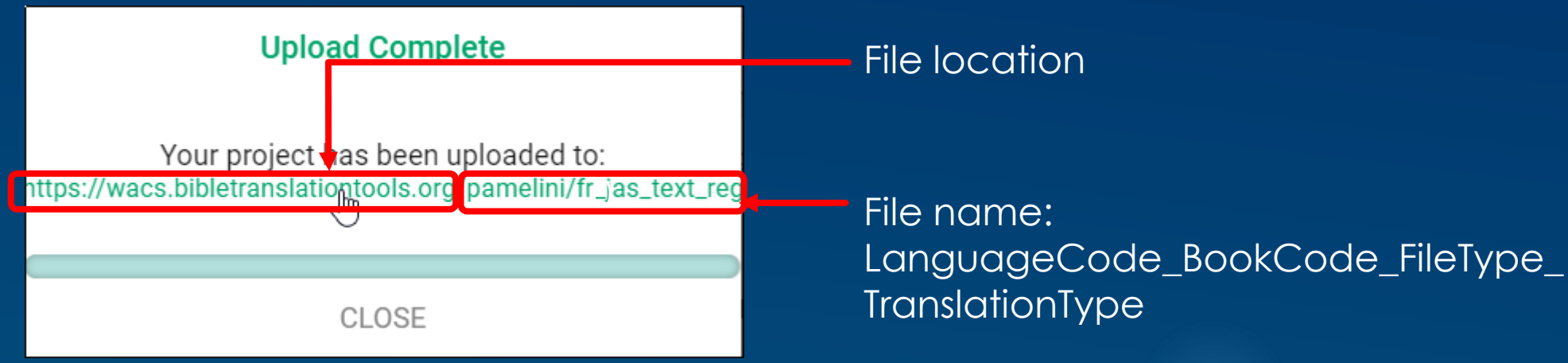
Step 4: Exporting the Project to the Server

4. Export your project to the server.
   a) Click Upload/Export from either the Project Review screen or from the Options menu.
   b) Click Upload to Server.



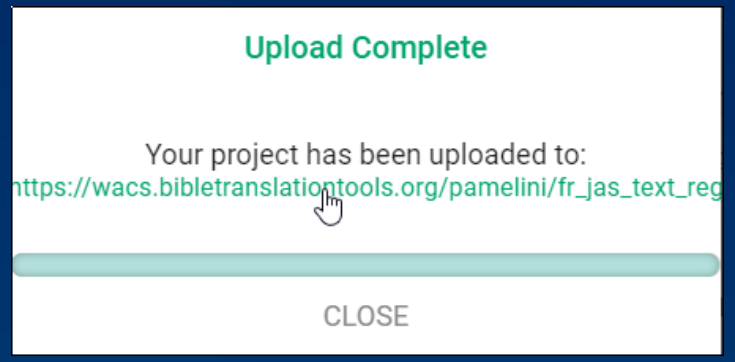
Step 4: Exporting the Project to the Server

4. Export your project to Door43.
   a) Click Upload/Export from either the Project Review screen or from the Options menu.
   b) Click Upload to the server.
   c) On the Upload Complete message, note the upload location (**DON'T CLICK CLOSE YET**).

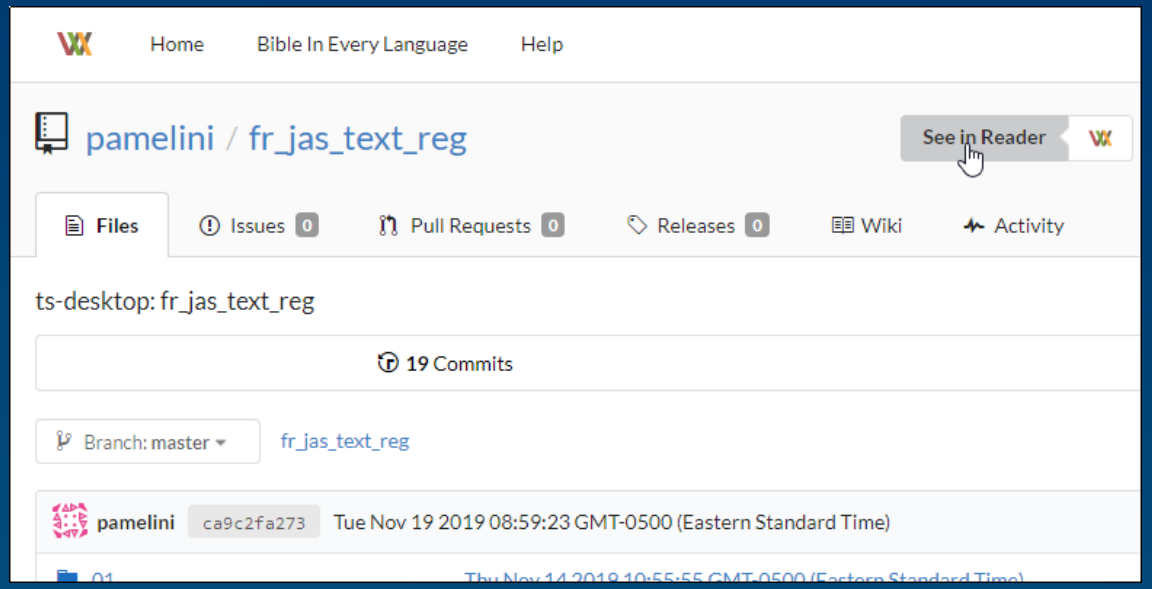


Step 5: Viewing the Project on the Server

- Click the location link.



- A browser window opens to display your project on the server.
- Click See in Reader for a reader-friendly view.

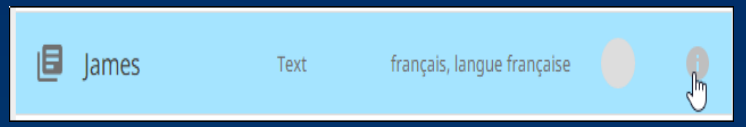


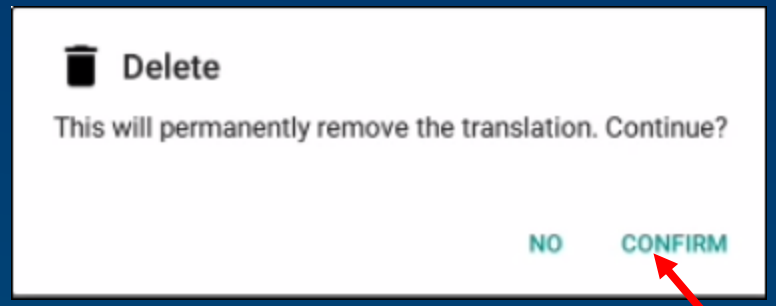
Deleting and Importing a Project

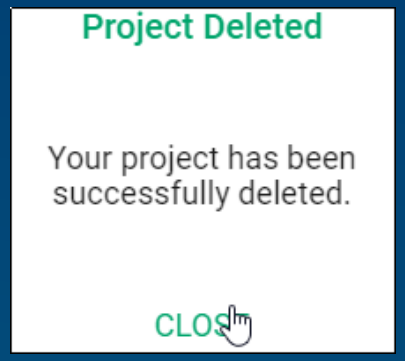
1. Delete your project from your device (to simulate loss of the file).
2. Import your project from the server.

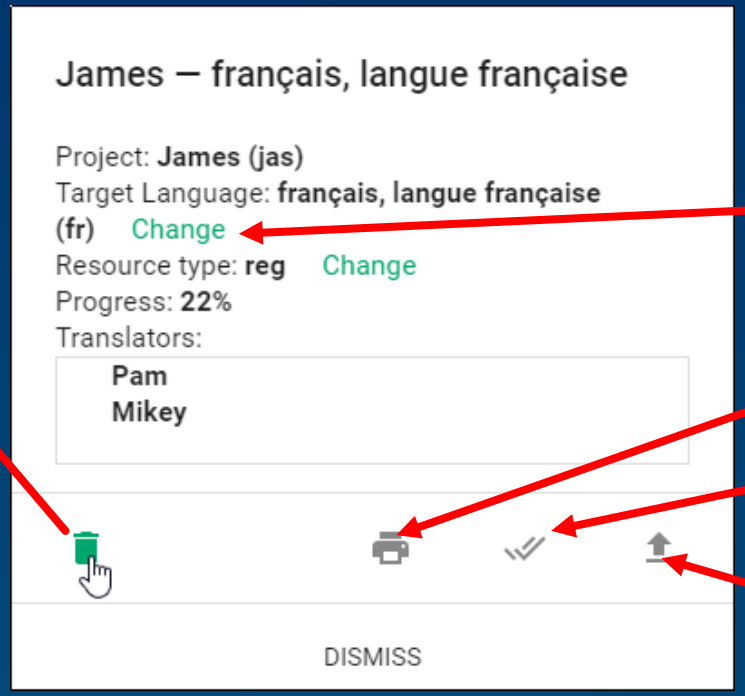
Step 1: Deleting Your Project from Your Device (to simulate loss of the file)

- On the Home page, click the "i" icon next to your project.
- Click the Delete icon (trash can), and then click Confirm.
- Click Close to dismiss the Project Deleted message.









OTHER THINGS YOU CAN DO FROM THIS WINDOW:

Change target language

Print Project

Project Review

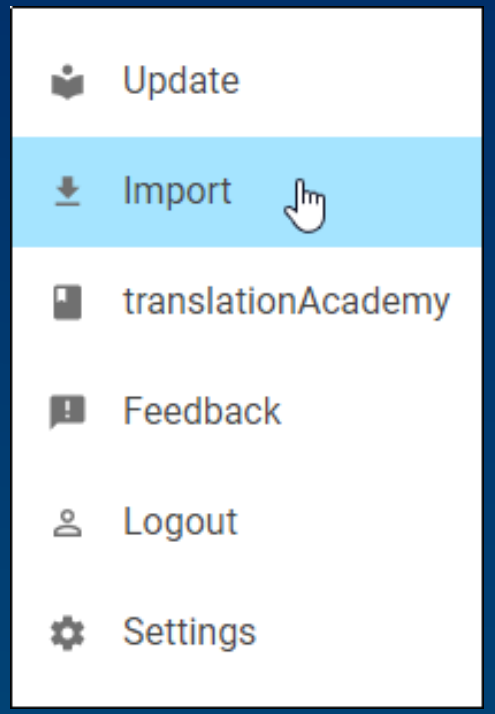
Upload Export

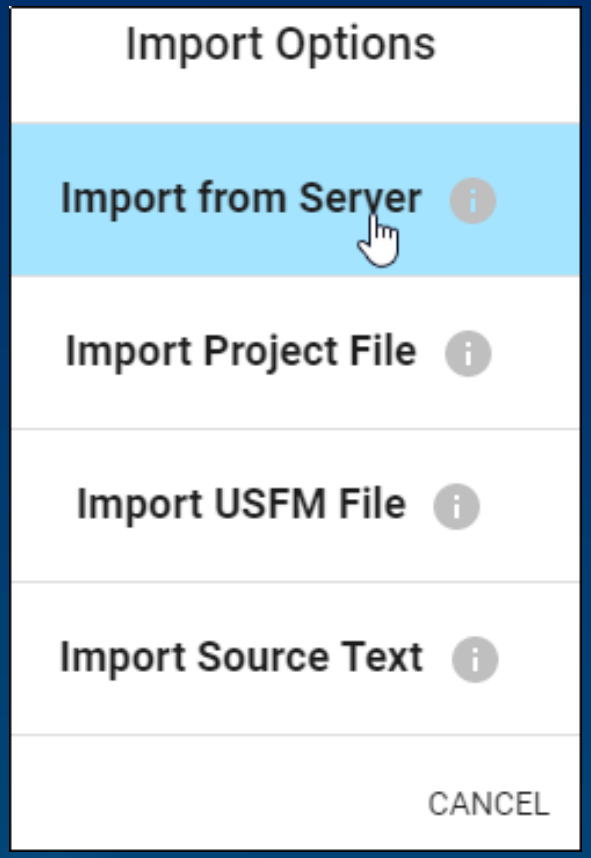
Step 1: Deleting Your Project from Your Device (to simulate loss of the file)

- On the Home page, click the "i" icon next to your project.
- Click the Delete icon (trash can), and then click Confirm.
- Click Close to dismiss the Project Deleted message.
- The project disappears from your home screen – it has been deleted from your device.

Step 2: Importing Your Project from the Server

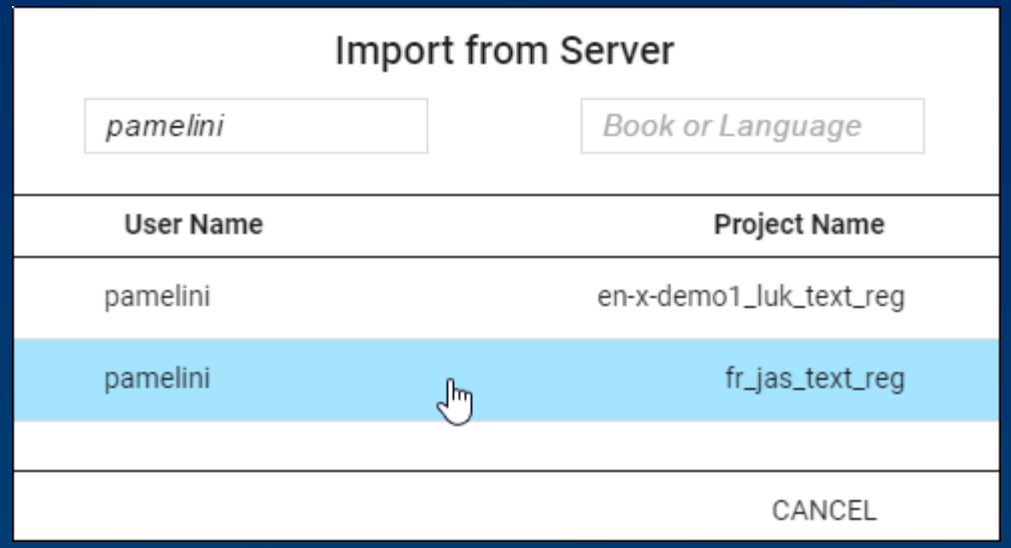
- On the Options menu, click Import.
- Click Import from Server

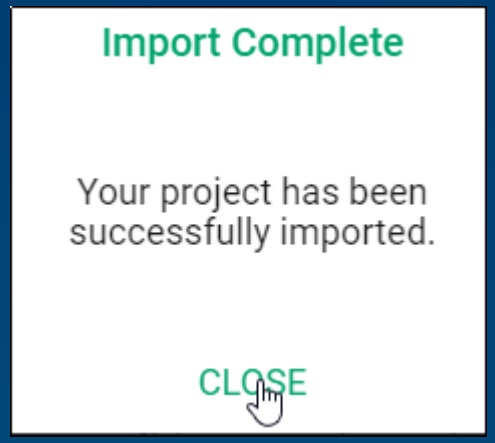




Step 2: Importing Your Project from the Server

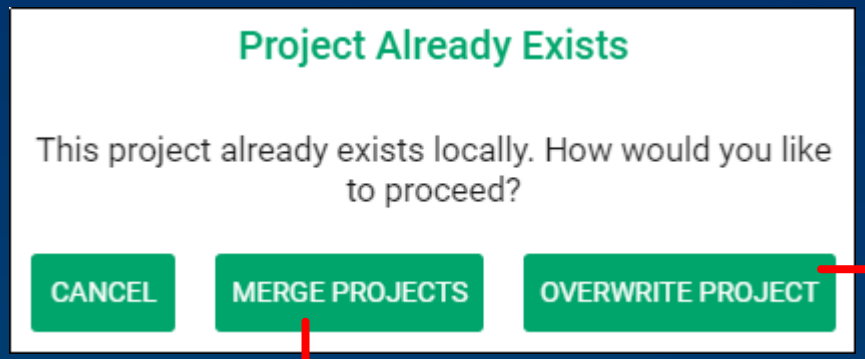
- On the Options menu, click Import.
- Click Import from Server
  - Select the project to import.
  - Close the Success message.
  - The project has been imported to your device.





Merging Projects

- If you try to import a project that already exists on your device, you have 2 import options:



Merge Projects:

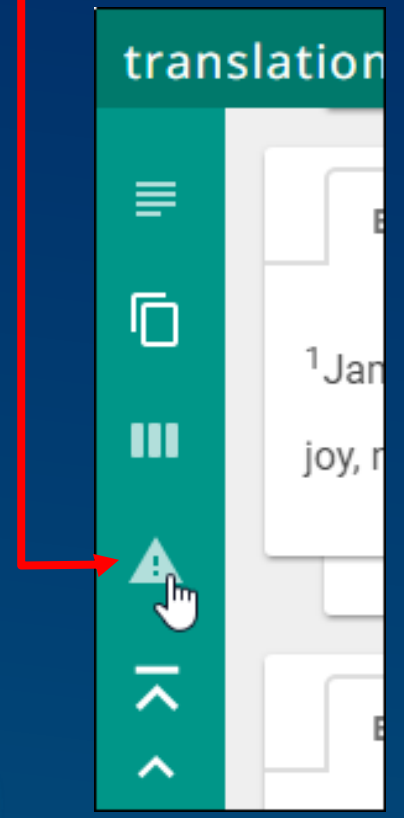
- The importing process continues.
- When the message that the import is complete shows, click **Close**.
- Open the project.
- If the imported translation has recent changes, they now show in the text.

Overwrite Project:

- Removes all information on the computer related to the previous local project and substitutes it with the information from the imported project.
- We recommend that you ***do not*** choose this option if you have previously uploaded the project to the server.
- Problems? Email helpdesk@techadvancement.com or submit a ticket at https://www.techadvancement.com/submit-ticket/

Resolving Merge Conflicts

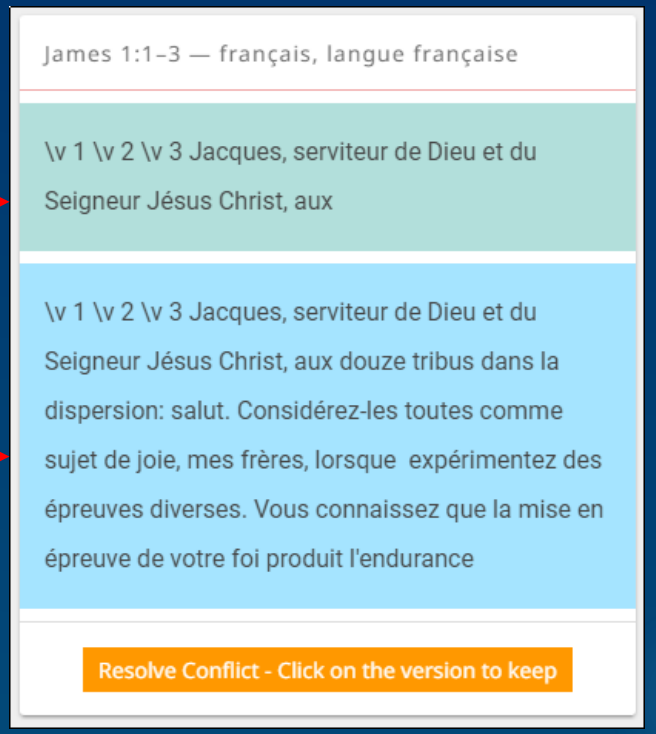
- When merging projects with differences between local and imported projects, BTT Writer tells you how many chunks have conflicts.
- Click the triangle “Warning” icon in the left side of the screen to view only the chunks with a conflict.

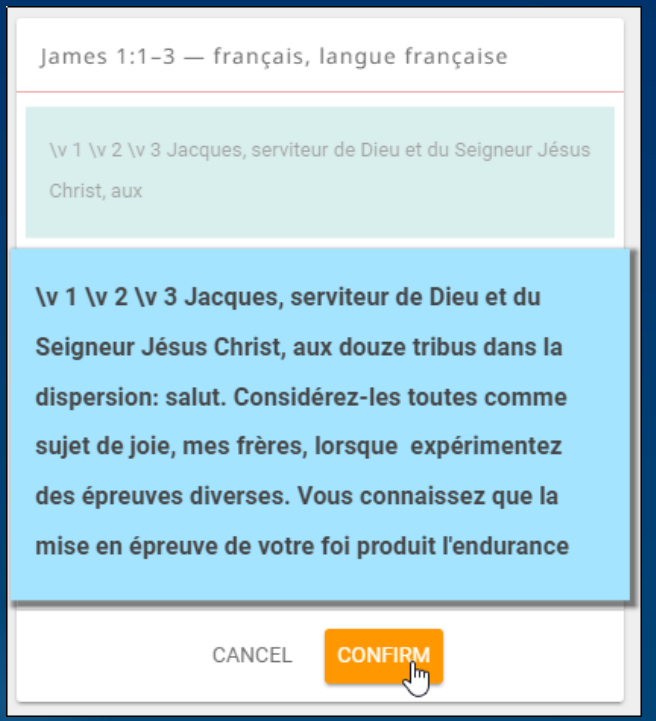


Resolving Merge Conflicts

- When merging projects with differences between local and imported projects, BTT Writer tells you how many chunks have conflicts.
- Click the triangle "Warning" icon in the left side of the screen to view only the chunks with a conflict.
- For each chunk, select either:
  - The text prior to the import (green box)

  OR
  - The text from the import (blue box)
- Click Confirm; the other text disappears.





What Did You Learn?

In this presentation you learned to:

- Explain why you should upload a project
- Describe the upload options
- Review a project
- Upload a project to the content server
- View a project on the content server
- Delete a project from BTT Writer
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