





Welcome to the CDT Knowledge Center! Our Knowledge Management Tool is the 'one stop shop' for all of your knowledge needs. This collaborative workspace allows for you and your peers to access FAQs, Create and View Knowledge Articles, Content, Packages, and More! Get started by navigating through the ribbon, the easy access buttons, or our sitewide search bar.

WATCH A DEMO

Geta brief video demonstration of how to navigate the CDT Knowledge Center and its key features.

Recommended Workflow Steps:

1

2

3

4

5

Log in as author. Click on Articles & Documents -> Article. Click
"Create a new Article". Enter required fields and click Save. Content can be added using a WYSI-WYG editor. Saving will automatically convert the content to a PDF and attach it to the article under the Related Documents tab.

Click on Articles & Documents ->
Related Document. Click "Create a
new Related Document". Enter required fields, select the article you
just created from the dropdown,
and click Save. Multiple documents
can be uploaded to the same article
as part of a package.

Log in as reviewer. Click on Task

Tracking -> Task. Select the task for
the article you just created and
click view. View related article and
use the application (not browser)
back button to go back to the task.
Edit the task's status to "CLOSED"
to PUBLISH the article. Click Save.

Log in as user. Click on Articles & Documents -> Article. You should be able to view the article you just created and approved as reviewer.

Log in as author. Click on Articles & Documents -> Article. Click
"Create a new Article". Enter required fields and click Save.





TRACKING

☐ Article

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Related Document

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