



## Delivery Tab – Documentation

### Overview

The Delivery Tab in the Packaging Tool is used to organize and deliver assets that have already been exported. It pulls assets from the Export Path (where they were generated earlier) and sends them to a defined Delivery Path for downstream use.

### User Interface Breakdown

#### 1. Export Path (Browse)

This is the source location where assets were exported earlier from the Packaging Tab. The Delivery Tab loads assets from this path into the Asset List. Must point to a valid export directory.

#### 2. Asset List

Shows a list of exported assets found in the Export Path. Example entries: ashaCasualA, doctorStrangeSuitA. Selecting an asset allows adding it into the Delivery Queue.

#### 3. Add Asset Button

Adds the selected asset(s) from the list into the Delivery Queue.

#### 4. Delivery Queue (Asset Path Table)

Displays assets queued for delivery. Includes columns: Asset Path (source file location), Revision (version tag), Status (Pending, Delivered).

## 5. Delivery Path (Browse)

The target folder where delivery packages will be stored. Independent of the Export Path. Example: .../exports/delivery/.

## 6. Run Button

Executes delivery: collects all items from Export Path, copies/packages them into the Delivery Path, ensures proper revisioning, and updates the Status column (Delivered / Failed).

## 7. Remove Asset Button

Removes selected items from the Delivery Queue. Does not delete files, just removes from the list.

## ■■ Workflow Example

- 1 Set Export Path → tool loads exported assets.
- 2 Select items in Asset List.
- 3 Add them into Delivery Queue.
- 4 Set Delivery Path.
- 5 Click Run to deliver.
- 6 Review Status in the table.
- 7 Use Remove Asset if needed.

## ■ Best Practices

- Always confirm the Export Path points to the correct export location.
- Set the Delivery Path before running delivery.
- Keep revisioning consistent with exports to avoid overwrites.
- Use Remove Asset to clean test items before final delivery.
- Verify assets marked Delivered appear in the correct directory.

## ■■ Troubleshooting

- Row stuck at Pending → Check if the asset was exported correctly.
- Delivery path not writable → Update permissions or choose another directory.
- Status shows Failed → Verify asset paths exist and revisions are valid.