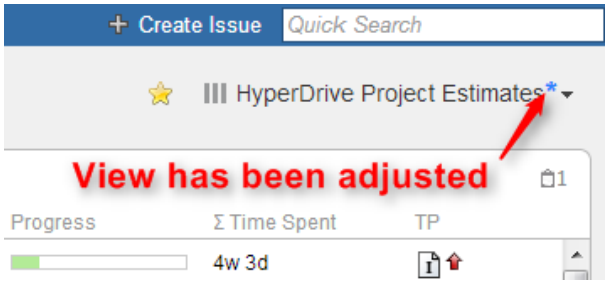
Saving and Sharing Views

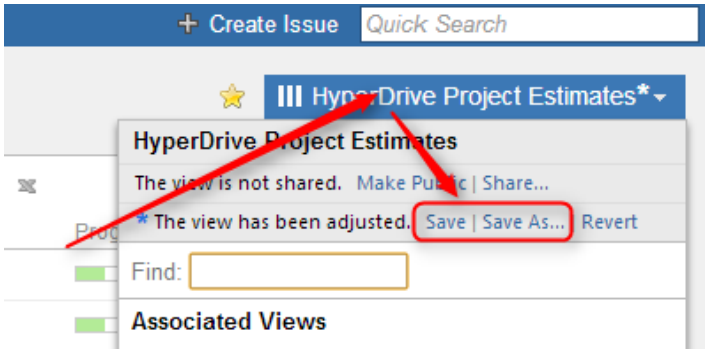
When you have added, removed or rearranged columns, you have adjusted the view that is used to display the structure. The view is marked as "adjusted" with the blue asterisk (on issue page, Views icon turns blue).



Saving View Adjustments

The adjustments you have made to the view are local, they are stored in your browser. To make the changes persistent and to push them to other people using the same view, you need to save a new version of the view. To do that, open Views drop-down and click **Save** link.

To save view changes you need to have *Update* access level for that view (see View Sharing and Permissions). If you do not have permissions to change the view, you can create a new view based on your modifications with **Save As** link.



If you need to remove your adjustments and get back to the original view as it stored on the server, click **Revert** link.

Sharing a View

A view has a set of permissions, just like a structure. When you initially create a view with **Save As** link, the view is **private** - it "belongs" to you and noone else can use it. You, however, can use this view with any structure.

To share a view with other people, you can either make view **public**, allowing everyone to locate and use this view, or define more fine-grained permissions for the view.

To make current view public, click **Make Public** link in the view drop-down. After that, everyone will be able to find and use the view, but only you will be able to modify it.

To define fine-grained permissions or modify sharing, click **Share** or **Change Sharing** link in the Views drop-down to open View Management dialog. See View Sharing and Permissions for details.