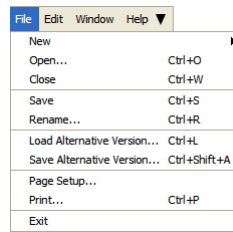
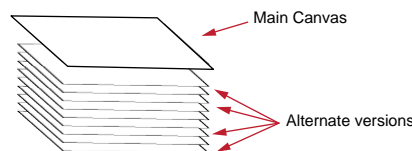


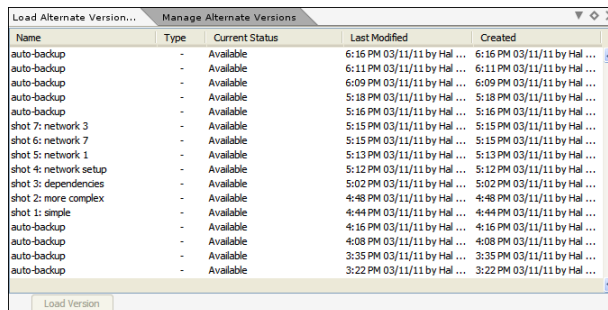
Once you have saved a canvas in Tecknaro, you can save and use alternative versions of that canvas using the Save Alternative Version and Load Alternative Versions commands under the File Menu:



You can think of this as a useful way to keep different versions of a project within the same file that allows for some useful capabilities when working collaboratively. The following figure illustrates the relationship between a canvas and its Alternative versions:



Every time you save your canvas, Tecknaro automatically saves an alternative version and names it “*auto-backup*.” You’ll see one or more of these when you choose Load Alternative Version from the File Menu:



Think of the main canvas as the document on top of a stack and each alternative version as an additional version you stack underneath. If you choose “Save,” the alternative version you have loaded will become the main canvas, effectively replacing it. So if you want to keep the main canvas unchanged, you must continue to save alternative versions.

Where this feature really becomes useful is when you work in a collaborative environment. In such situations, the person that opens a canvas has the lock and only he/she can save changes. Other users may view the main canvas but may not overwrite or change it. However, they may Save Alternative Versions within the main document. When they have the lock they can load their version and either replace the main canvas by saving, or simply use pieces of what they have created in alternative versions by cut and pasting to the main canvas.

This is when GREAT care must be exercised by members of a collaborating team. Anytime you load an alternative version, if you choose “Save,” your alternative version will become the main canvas, effectively replacing EVERYTHING including all resourcing and calendaring changes. However, it’s also a great way in which teams can replace parts or all of a canvas while separately collaborating on pieces of a canvas, while someone else has write privileges.