

Working with Entries

Working with Entries

The list of Resource Entries is under the **Resources** Tab. To access it, you may either click on the Resources Tab, or select "Entries" from the Resource Tab dropdown menu.

- Working with Entries
 - Resource Tab / Entry List User Interface
 - Resource Action Menu
 - Action Menu - Single Resource
 - Action Menu - Multiple Resources
 - Chart View
 - The Resource Entry Page (View Resource)
 - Create an Entry
 - Edit or Delete an Entry
 - Export Resource Fields
 - Resource List Export:
 - Multiple Resources Export:
 - Single Resource Export:
 - Add Child Entries
 - Resource Clone
 - To Clone an Entry
 - Additional Information

Resource Tab / Entry List User Interface

The screenshot displays the 'Resources' tab with the 'Entries' sub-tab selected. The page header includes buttons for 'Add Entry', 'Clone', and 'Settings'. Below the header, there is a search bar and a table of resource entries. The table has columns for Id, Slug, Name, Parent Id, Parent Name, Category Id, Category Name, Modified, and Created. The table contains 12 rows of data, each representing a resource entry with its respective details.

Id	Slug	Name	Parent Id	Parent Name	Category Id	Category Name	Modified	Created
78806	123-department-lab-78806...	123 Department Lab	1	TLR	65	Customer	2023-03-10 17:55:35	2023-03-10 17:55:35
7422	1918-test-lr-7422-1425298	1918 Test LIR	1	TLR	-	-	2023-01-10 01:41:03	2022-11-30 15:13:59
1238	23andme-1236-73920352	23andme	560	San Jose SJE Metro Area	65	Customer	2022-11-17 23:51:24	2022-10-18 01:33:33
3905	2kgames-3903-73920352	2kgames	614	New York NYM Metro Area	65	Customer	2022-11-17 23:51:24	2022-10-18 01:33:40
3170	2turnton-3168-73920352	2turnton	587	Dallas Metro Area	65	Customer	2022-11-17 23:51:24	2022-10-18 01:33:38
812	323iaactive-810-73920352	323iaactive	581	Atlanta Metro Area	65	Customer	2022-11-17 23:51:24	2022-10-18 01:33:32
5210	360gtx-5208-73920352	360gtx	614	New York NYM Metro Area	65	Customer	2022-11-17 23:51:24	2022-10-18 01:33:44
3518	360trsys-3516-73920352	360trsys	614	New York NYM Metro Area	65	Customer	2022-11-17 23:51:24	2022-10-18 01:33:39
3626	360trsys-3624-73920352	360trsys	1	TLR	65	Customer	2022-11-17 23:52:17	2022-10-18 01:33:39
1706	3cinter-1704-73920352	3cinter	1	TLR	65	Customer	2022-11-17 23:52:18	2022-10-18 01:33:34
1778	3cinter-1776-73920352	3cinter	1	TLR	65	Customer	2022-11-17 23:52:17	2022-10-18 01:33:34
3155	3mdinc-3153-73920352	3mdinc	1	TLR	65	Customer	2022-11-17 23:52:19	2022-10-18 01:33:38
3302	8x8inc-3300-73920352	8x8inc	1	TLR	65	Customer	2022-11-17 23:52:20	2022-10-18 01:33:38

Page Header Button Bar:

The close-up shows the 'Resources' tab with the 'Entries' sub-tab selected. The button bar includes 'Add Entry', 'Clone', and 'Settings' buttons. Numbered callouts (1, 2, 3, 4) point to the 'Entries' tab, the 'Add Entry' button, the 'Clone' button, and the 'Settings' button, respectively.

1) List View Buttons: Click each Resource View button to display the desired list. *Entries*, *Section*, *Categories*, *Contacts*, and *Customers* are provided by default, although custom list views may be created and pinned to the button bar.

2) Add Entry Button: Click to add a new entry.

3) Clone Resource Button: Click to clone an existing resource

4) Settings: Click to open up the settings page, where default and custom list filters, settings, column fields, and column order may be customized.

Resource List:

The screenshot shows a 'Resource list' interface with 536 items. The interface includes a header with the resource count (1), a toolbar with 'Entries' (2), 'export' (3), 'chart view' (4), and 'show filters' (5). The main table has columns for 'Id', 'IT Slug', 'IT Name', 'IT Parent Id' (9), 'IT Parent Name', 'IT Category Id', 'IT Category Name', 'IT Created', and 'IT Modified'. A search box (7) and 'Items per page' dropdown (6) are also present. A pagination bar at the bottom shows 'Previous', '1', '2', '3', '4', '5', '6', '...', '26', '27', and 'Next' (6). A right-click context menu (11) is open over the row with ID 1182, showing options like 'View', 'Edit', 'Clone', 'Edit Attributes', 'Unassign ip addresses', and 'Delete'.

Id	IT Slug	IT Name	IT Parent Id	IT Parent Name	IT Category Id	IT Category Name	IT Created	IT Modified
250	123-department-lab	123 Department LAB	247	TripAdvisor Site 1	14681	123 Labs	2013-08-07 08:28:50	2020-07-31 19:31:08
4336	Slinx	SLink	1	TLR	90	Customer	2018-07-13 01:54:49	2018-07-13 01:54:49
387	636-waverly	636 Waverly	255	Anna's Test Site	-	-	2013-08-07 08:28:52	2013-08-07 08:28:52
3663	636-waverly-3661	636 Waverly	3661	Anna's Test Site 2	-	-	2016-06-07 23:48:23	2016-06-07 23:48:23
3706	636-waverly-3661-3704	636 Waverly	3704	Another Test Site	-	-	2016-09-07 21:54:18	2016-09-07 21:54:18
3587	6awsome	6awsome	1	TLR	90	Customer	2015-06-04 22:07:23	2015-06-04 22:07:23
178	6c-vm1	6c-vm1	177	www.Econnect.com	-	-	2013-08-07 08:28:49	2013-08-07 08:28:49
451	6rln-default-lr	6connect	1	TLR	-	-	2013-08-07 08:28:57	2013-08-07 08:28:57
402	6connect-labs	6connect Labz	1	TLR	90	Customer	2013-08-07 08:28:52	2020-02-07 21:54:20
4104	6connect-ripe	6connect RIPE	1	TLR	-	-	2017-10-04 00:44:05	2017-10-04 02:44:05
3640	6connect-test	6connect TEST	1	TLR	-	-	2016-03-05 00:34:38	2016-03-05 00:34:38
1272	7connect	7connect	523	Ashburn	-	-	2014-06-06 04:00:30	
1182	7connect-labs	7connect Labs	255	Anna's Test Site	90	Customer	2014-05-01 07:59:45	20
4339	a-and-e-television-network	A and E Television Network	1	TLR	90	Customer	2018-07-13 01:54:49	20
279	a1b2	A1B2	349	Atlanta Datacenter	-	-	2013-08-07 08:28:51	20
350	a1b7	A1B7	349	Atlanta Datacenter	-	-	2013-08-07 08:28:52	20
315	a3b5	A3B5	314	Santo Domingo Datacenter	-	-	2013-08-07 08:28:51	20
4342	aaa	AAA	1	TLR	90	Customer	2018-07-13 01:54:49	2018-07-13 01:54:49
761	abc-incorporated	ABC Incorporated	3542	Quitoo2	90	Customer	2014-02-01 08:39:40	2014-02-01 08:39:40
4261	slug-5b47caeba45a1	ACCENTURE B.V.	1	TLR	90	Customer	2018-07-13 00:40:59	2018-07-13 00:40:59

1) **List Resource Count:** Displays the number of resources in the current list view

2) **List View Name:** The name of the current view

3) **Export Options:** Click to export the list to .csv

4) **Chart View:** Opens a link to Chart View, which graphically shows the entries in filterable, hierarchy form.

5) **List Filters:** Click to expand list filter options, including Section, Category, Parent Resource, Resource Type, or Attribute Name / Value.

6) **Items per Page / Pagination:** Set the desired number of resources per page. Pages display at the bottom of the resource list.

7) **Search:** This text box allows the user to enter in criteria to filter the list of Entries. Click "match name" for an exact name match.

8) **Resource Selection Box:** Click to select multiple resources to apply bulk changes to. When multiple resources are selected, the actions menu will change to display options to apply to the selected resources.

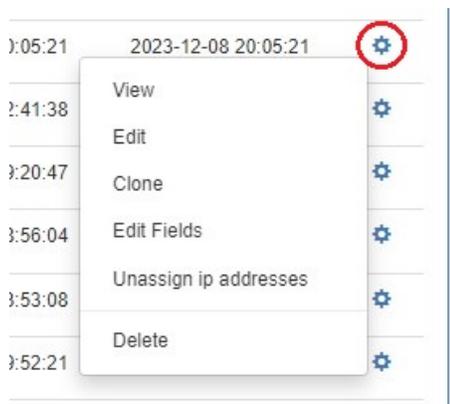
9) **Resource Field Columns:** Each column displays a resource field. Columns with arrows next to the names may be sorted by ascending /descending values by clicking on the column name. The fields that display, as well as their order, may be customized in "Settings".

10) **Resource Links:** Clicking on a resource name will take the user to that resource's individual entry page.

11) **Action Menu:** Right click anywhere on a resource's row to open the Action Menu. The Action Menu (gear icon) gives a list of actions to perform on the resource. If more than one resource is selected, bulk edit actions will display instead.

Resource Action Menu

Action Menu - Single Resource



Opening the Action Menu in the Entry List View for a single resource will bring up the following options:

View: Opens the resource's entry page.

Edit: Opens to the resource's Edit options.

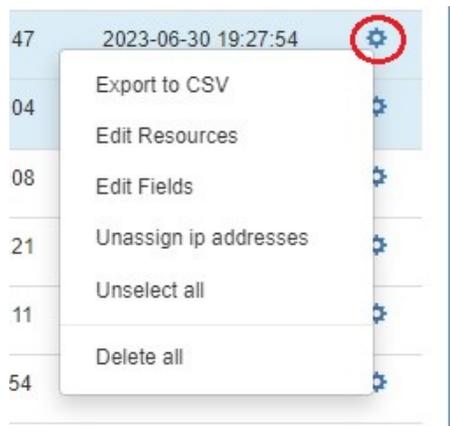
Clone: Opens the clone resource page for the selected resource.

Edit Fields: Opens the edit fields modal to view or update field values for that resource.

Unassign IP Addresses: Unassigns all IP addresses assigned to the resource.

Delete: Deletes the resource, if appropriate permissions exist.

Action Menu - Multiple Resources



Opening the Action Menu in the Entry List View when multiple resources are selected will bring up the following options:

Export to CSV: Exports the selected resources to .csv.

Edit: Opens the resource Edit options, to bulk change all resources.

Edit Fields: Opens the edit fields modal to view or update field values for the selected resources. Note: Fields will only be able to be changed if the available fields are the same for all selected resources (in general, the resources are of the same section).

Unassign IP Addresses: Unassigns all IP addresses assigned to the resources.

Unselect All: Deselects the resources.

Delete All: Deletes the resources, if appropriate permissions exist.

Chart View

Chart View illustrates the resources created in a node-based tree. It can be accessed from the Resource List by clicking the "chart view" link at the top.

The screenshot shows a navigation bar with tabs for Resources, Entries, Sections, Categories, Contacts, and Customers. On the right, there are buttons for 'Add Entry', 'Clone', and 'Settings'. Below the navigation bar is a 'Resource list' header with a count of 1964. Underneath, there is a toolbar with 'Entries', 'export', 'chart view' (circled in red), and 'show filters'. To the right of the toolbar are 'items per page' (set to 100), a search box, and a 'match name' checkbox. Below the toolbar is a table with the following data:

<input type="checkbox"/>	Id	Slug	Name	Parent Id	Parent Name	Category Id	Category Name	Modified
<input type="checkbox"/>	78806	123-department-lab-78806-...	123 Department Lab	1	TLR	65	Customer	2023-03-10 17:55:35
<input type="checkbox"/>	7422	1918-test-lir-7422-1425298	1918 Test LIR	1	TLR	-	-	2023-01-10 01:41:03

You can also access Chart View from a resource entry page by clicking the "Open Chart View" button at the top. This will automatically position the entry as the "Top Resource" in the chart.

The screenshot shows a resource entry page for 'MyNewEntry'. At the top right, there are two buttons: 'Open Chart View' (circled in red) and 'Export as CSV'. Below the navigation bar is a breadcrumb trail: 'Resources / Entries / MyNewEntry'. The main content area is titled 'Resource View' and contains the following details:

Name: MyNewEntry (1234)	Section: New Section	edit
ID: 50281	Category: Customer	

Select the Top Resource, Section Type, and resource limit/loading direction, if desired, then click "Reload".

Users will only be able to view sections of the resource tree on which they have view permissions.

Chart View

The result set can be controlled by choosing how the resource tree is traversed and truncating the amount results. Use *limit* to truncate the amount of retrieved elements. This is effective in preventing performance issues when the resource tree contains thousands of elements. With *Bottom to top* gets resources by the given criteria in a depth-first mode. *Top to bottom* will try to find all the top-level resources first.

Top Resource: x ▾
 Section: ▾
 Limit:
 ▾

While viewing the main chart, you may:

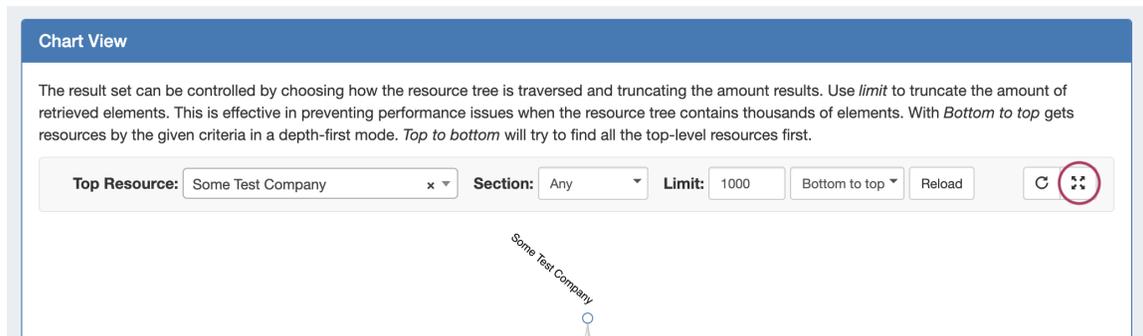
- View in horizontal or vertical tree mode by clicking the "Switch Chart Orientation" button.

Chart View

The result set can be controlled by choosing how the resource tree is traversed and truncating the amount results. Use *limit* to truncate the amount of retrieved elements. This is effective in preventing performance issues when the resource tree contains thousands of elements. With *Bottom to top* gets resources by the given criteria in a depth-first mode. *Top to bottom* will try to find all the top-level resources first.

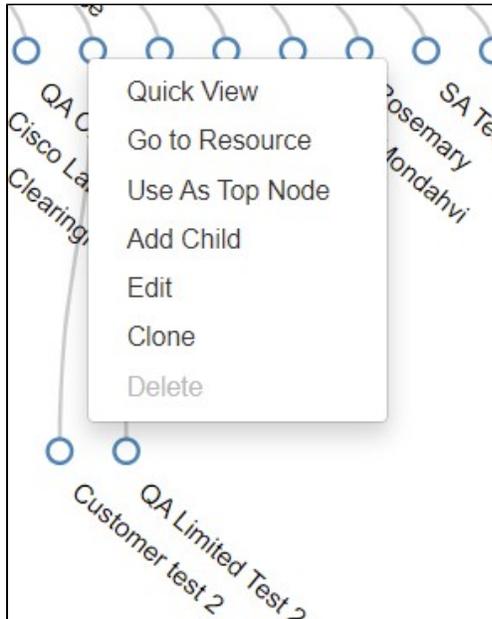
Top Resource: x ▾
 Section: ▾
 Limit:
 ▾

- View fullscreen by clicking the "View Fullscreen" button.



- Left click and drag within the tree view, or scroll wheel in/out to change the area viewed.
- Single or double-clicking on a node with children will collapse or expand the tree at that resource.
- Clicking and dragging a resource node to another resource will relocate the resource to be a child of the resource it is dropped on.

Hovering over a specific resource or node, then right clicking will open a context menu with the following options:



Quick View: Shows summarized details about the resource and its children, and links to the resource entry page(s).

Go to Resource: Opens the resource entry page.

Use As Top Node: Set the current resource as the Top Node of the displayed hierarchy.

Add Child: Opens Add Child modal.

Edit: Opens Edit modal.

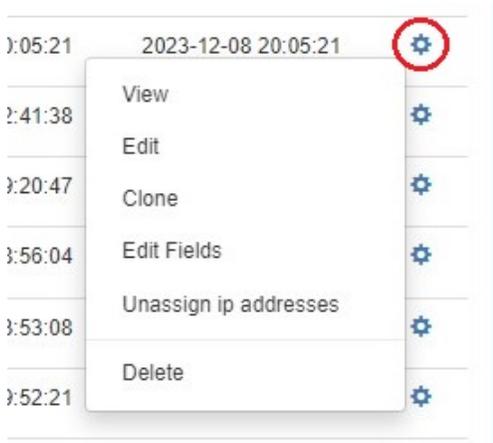
Clone: Opens Clone modal.

Delete: Deletes the resource, if appropriate permissions exist and no child resources/assignments exist under the resource.

[The Resource Entry Page \(View Resource\)](#)

The Resource Entry Page displays details for an existing resource and any associated gadgets. Here, users may edit the resource's fields, clone the resource, add child resources, and perform gadget-level actions such as assigning and managing IPAM blocks, contacts, generate DNS zones, add field information, and manage peering sessions.

Open the page by clicking on a resource name from the Resource List, or select "View" from the Action Menu for the resource in the Entry List.



The Resource View Gadget displays basic details about the resource, including name, id, section, and category.

Resources
Open Chart View entry
Export as CSV

[Resources](#) / [Entries](#) / [QA Test Resource](#)

Resource View

<p>Name: QA Test Resource</p> <p>ID: 7274</p>	<p>Section: QA Test Section 1</p> <p>Category: QA Test Category</p>
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[Edit](#)

Contact Info

Phone:	Fax:
Mailing Details:	Billing Details: Same as mailing details
GeoIP Details: Same as mailing details	

[Edit](#)

Tech Info

DNS Servers

ns1:	ns4:
ns2:	ns5:
ns3:	ns6:

ARIN Info

Org ID:	Abuse POC:
Org POC:	Origin AS:
Net POC:	

Residential Customer Privacy: Disabled

[Edit](#)

Additional information and actions are available to perform for the resource, depending on which gadgets are enabled for the associated section:

Note

A few things to keep in mind on Gadgets:

- Not all gadgets are appropriate for all resource types - some are suited for routers, servers, etc.
- Some gadgets (marked "Legacy") may not be available to new ProVision users or newer versions of ProVision.
- Some gadgets may be specialized for very specific use cases or connect with other products.

Currently Available Gadgets:

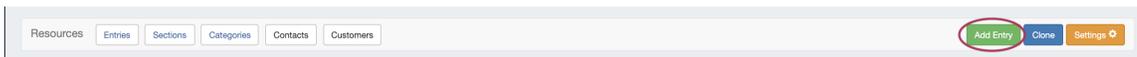
- **ACP ("Workflows") Gadget:** Connector to ProVision's API Composer Platform. Executes selected ACP Workflows.
- **Contact Info:** Displays phone, address, and billing details for the resource.
- **Contacts:** Assigns contacts to the resource from the Contact Manager.
- **DHCP Customer Configuration (Specialized):** Assign and Configure DHCP Pools from APNIC Blocks.
- **DNS:** Lists DNS Zones associated with the resource and links to the zone's DNSv3 page.
- **DNS Autogenerator:** Autogenerates DNS forward and reverse zones for the resource, based on assigned IP Blocks.
- **Document Storage:** Load, View, and Download assorted image or text documents.
- **Field Gadget:** View and Edit data and information fields associated with the current resource.
- **History:** View and filter Log information on an individual Resource level.
- **IPAMv2:** Manage IP Blocks - supports additional functionality over the old IPAM Gadget.
- **Notes:** Type and view short text notes.
- **Peer Groups:** View and assign Router Peer Groups.
- **Peering Sessions:** View and manage peering sessions.
- **Peering VRFs:** Manage Peering VRFs.
- **Resource Assignment Gadgets:** Displays all IP blocks assigned to an ASN, VLAN, or Region resource. Automatically enabled for system ASN, VLAN, and Region sections.
- **Resource Linkage Gadget:** Create a reciprocal link to another resource.
- **Resource Linkage - IPAM Linked IPs Gadget:** View the IPs assigned to Linked Resources.
- **Resource View:** Displays the basic resource entry information - name, section, etc. Automatically enabled for all resources.
- **Tech Info:** Display NS and Technical RIR info.

From here, you can work with your selected gadgets, performing tasks such as assigning DNS zones, IP blocks, assign contacts, and more.

See the [Gadgets](#) Page for detail on working with individual gadgets.

Create an Entry

To create a new Entry, click on the "Add Entry" button from the Resource Tab / Entry List Page.



This will take you to the Add Resource screen.

Fill in the Name of your new resource entry, select a [section](#) (the chosen section determines what gadgets will show on your new resource's entry page), the parent resource, category, and enter a Custom ID number if desired.

When complete, click the "Create" button. If you wish to exit without saving your changes, click "Close". To add another entry with the same section, category, and/or parent resource, click "Create" again. To add another new entry with different selections click "clear", make new selections, and click "Create".

Add Item

Name

 Add or change the resource name

Section
 x | v
 Resource section

Parent resource
 x | v
 Change parent resource

Category
 x | v
 Add resource to category

Customer ID

 Set custom label

Open the newly created resource by clicking "Open resource here".

The screenshot shows a form titled "Add Item" with the following fields and options:

- Name:** A text input field containing "Some Resource". Below it is the text "Add or change the resource name".
- Section:** A dropdown menu with "Resource Holder" selected. Below it is the text "Resource section".
- Parent resource:** A dropdown menu with "TLR" selected. Below it is the text "Change parent resource".
- Category:** A dropdown menu with "Customer" selected. Below it is the text "Add resource to category".
- Customer ID:** An empty text input field. Below it is the text "Set custom label".

A green success message at the bottom of the form reads: "The resource Some Resource was successfully added with id 16823". A red circle highlights the link "Open resource here" within this message. At the bottom of the form are buttons for "clear", "Create", and "Close".

The resource entry page loads in a new tab for that resource, displaying whatever **gadgets** are enabled for the associated section.

The screenshot shows the "Resource View" page for "An Example Resource". The breadcrumb trail is "Resources / Entries / An Example Resource". The page displays the following details:

- Name:** An Example Resource (1234)
- Section:** Example Section
- ID:** 15786
- Category:** Customer

An "Edit" button is located in the bottom right corner of the resource view area.

From here, you can work with your selected gadgets, performing tasks assigning IP blocks, contacts, and more.

See the [Gadgets Page](#) for detail on working with individual Gadgets.

Edit or Delete an Entry

To edit an entry, go to the Resource View Gadget, and select "Edit".

This screenshot is identical to the previous one, showing the "Resource View" page for "An Example Resource". The "Edit" button in the bottom right corner is circled in red to indicate it should be clicked.

You can edit basic information such as Name, Section, Parent, Category, or Custom ID.

When done, hit the "Save" button.

The screenshot shows a 'Resource View' form with the following fields:

- Name:** required, text input with value 'An Example Resource'
- Section:** required, dropdown menu with value 'Example Section'
- Parent:** required, dropdown menu with value 'TLR (tlr)'
- Category:** dropdown menu with value 'Customer'
- Customer ID:** text input with value '1234'

At the bottom right, there are two buttons: 'Save' (circled in red) and 'Cancel'.

If you wish to delete the entry, go to the bottom of the page, and select the "Delete" button.

The screenshot shows the 'Resource View' form displaying the following information:

- Name:** An Example Resource (1234)
- Section:** Example Section
- ID:** 15786
- Category:** Customer

At the bottom right, there are three buttons: 'Edit' (blue), 'Delete' (red, circled in red), 'Clone' (blue), and 'Add Child' (green).

You may also edit or delete an entry from the Resource Entry List, by right clicking on the resource, and selecting "Edit" or "Delete" from the Action Menu.

0:05:21	2023-12-08 20:05:21	
2:41:38		
3:20:47		
3:56:04		
3:53:08		
3:52:21		

The context menu is open over the first row, showing the following options:

- View
- Edit
- Clone
- Edit Fields
- Unassign ip addresses
- Delete

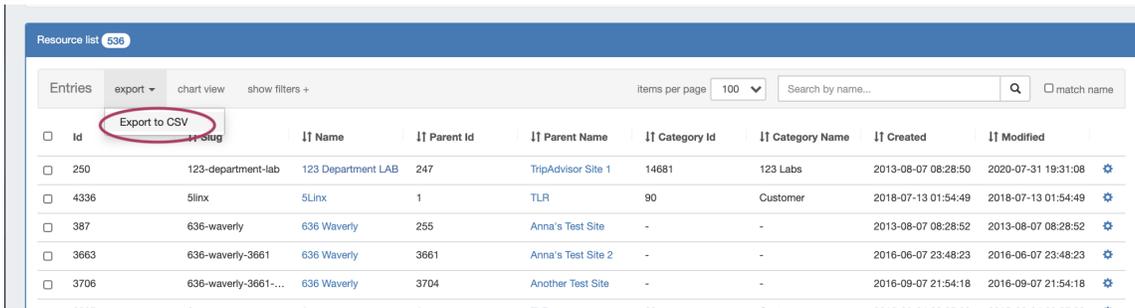
Note

If an entry has children, the delete option will not be available. Child entries must be deleted before a parent entry can be deleted.

Export Resource Fields

Resource List Export:

To export all resources/ resource fields displayed in a Resource List, select "Export to CSV" from the top header for the desired resource list.

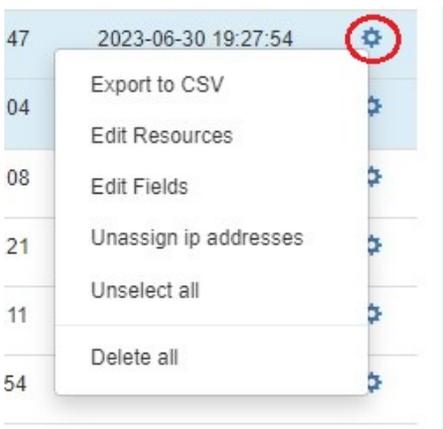


The screenshot shows a 'Resource list' interface with a table of resources. The 'export' dropdown menu is open, and the 'Export to CSV' option is circled in red. The table has columns for Id, Slug, Name, Parent Id, Parent Name, Category Id, Category Name, Created, and Modified.

Id	Slug	Name	Parent Id	Parent Name	Category Id	Category Name	Created	Modified
250	123-department-lab	123 Department LAB	247	TripAdvisor Site 1	14681	123 Labs	2013-08-07 08:28:50	2020-07-31 19:31:08
4336	5linx	5Linx	1	TLR	90	Customer	2018-07-13 01:54:49	2018-07-13 01:54:49
387	636-waverly	636 Waverly	255	Anna's Test Site	-	-	2013-08-07 08:28:52	2013-08-07 08:28:52
3663	636-waverly-3661	636 Waverly	3661	Anna's Test Site 2	-	-	2016-06-07 23:48:23	2016-06-07 23:48:23
3706	636-waverly-3661-...	636 Waverly	3704	Another Test Site	-	-	2016-09-07 21:54:18	2016-09-07 21:54:18

Multiple Resources Export:

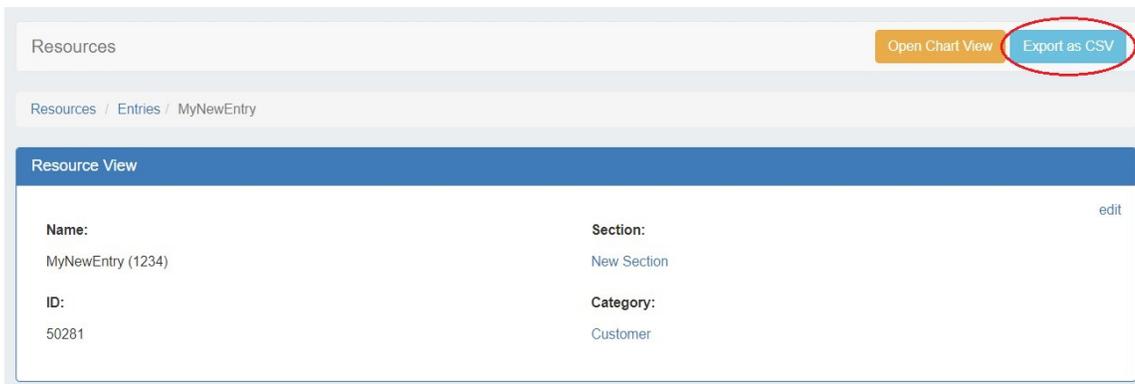
To export multiple resources, select the desired resources from the resource list, then open the action menu and click "Export to CSV".



Single Resource Export:

Resource Entry pages have an "Export As CSV" button that generates a .csv file containing the resource's basic field information.

To export the resource, click the "Export as CSV" button in the header on the resource entry page.



The screenshot shows a 'Resource View' page. The 'Export as CSV' button is circled in red. The page displays the following information:

Name: MyNewEntry (1234)	Section: New Section
ID: 50281	Category: Customer

The downloaded .csv file will contain the fields containing values from the Resource Info, Contact Info, Tech Info, and Resource Field Gadget(s), with the field name in the first column, and the field values in the second column.

	A	B	C
1	Name	A QA Entry	
2	Section	Resource Holder	
3	Category	QA	
4	Created	2019-06-27T13:32:02-0700	
5	Modified	2020-01-13T12:34:51-0800	
6	Street 1	123 Main St.	
7	City	Sometown, CA	
8	Zip		12234
9	Street 1	123 Main St.	
10	City	Sometown, CA	
11	Zip		12234
12	Phone Main		123456789
13	Last Billing Date	awd	
14	Country	DZ	
15	Country	DZ	
16	Residential Customer Privacy Enable		TRUE
17	ns1	ns1	
18	Contract Number		12345
19	Notes	Test	
20			
21			
22			
23			

Add Child Entries

Adding a child entry creates a resource underneath the current resource in the hierarchy.

To add a child entry, at the bottom of the resource entry page, click "Add Child".

Resource View

Name:
An Example Resource (1234)

ID:
15786

Section:
Example Section

Category:
Customer

Edit

Delete
Clone
Add Child

This brings up the Add Entry dialog. Looking at the top navigation breadcrumbs, you can see that we are adding an entry underneath the resource "MyNewEntry".

Fill out the Name, Section, Category, and Custom ID (if desired), and hit the "Create" button. The Parent field is pre-selected for you.

Resources / Entries / MyNewEntry / Add Entry

Resource Add

Fundamentals

Name required

Section

Parent

Category

Another Custom ID

Cancel
Create

Once created, the child entry will show in a list at the bottom of the parent entry page.

Child Entries		
Name	Type	Category
NewChildEntry	New Section	Uncategorized

Resource Clone

Cloning an entry duplicates the entry and, if desired, any child entries existing under it.

This feature can be used to quickly and efficiently create multiple resources with same format, field information, or similar hierarchy structure. One example may be a datacenter with x number racks with y number of servers on each. One rack, with its servers as child entries could be created, and then cloned until the necessary quantity is reached. As text field information is copied during the clone, changes in individual server information would still need reviewed and updated. Think of cloning as creating a template from an existing resource entry.

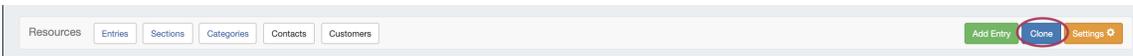
Information Cloned: Format of the original resource (which gadgets are enabled, location, fields), contact / tech information, field information, and (if selected) child entries, and child entry sections, fields, and field information - in general, items that are chosen or input at the entry creation, or input into text fields.

Information not Cloned: IP blocks, DNS zones, uploaded documents - in general, items that are *assigned* to the entry rather than input into fields.

To Clone an Entry

The resource clone feature may be accessed from either the Resources Tab, or from a resource entry page.

From the Resources Tab, select "Clone". This opens the Resource Clone options.



You may also select "Clone" from the bottom of a resource entry page, in which case the entry page you clicked "Clone" from will be automatically selected as the resource to clone.

Resource View

Name: An Example Resource (1234)	Section: Example Section
ID: 15786	Category: Customer

[Edit](#)

This resource cannot be deleted because there are child resources.

[Clone](#) [Add Child](#)

Child Entries

Name	Type	Category
Example Child Entry	Example Section	Uncategorized

Once on the resource clone page, enter the resource to clone, parent resource, and the new name for the clone. If you wish for all children of that resource (and their children, if applicable) to be cloned, check the "Clone Resource Children" checkbox. When complete, click the "Clone" button.

Resources / Clone

Resource Clone

Resource to clone :
MyNewEntry x ▾

Parent Resource :
TLR x ▾

New Name :
MyNewEntry2

Clone Resource Children

Clone

To repeatedly clone the resource, simply change the "New Name" field (if you want the subsequent clones to have a different name), and click "Clone" again. You may repeatedly click "Clone" and each click will produce a new clone.

When done, you may click on the link provided for the most recently created clone, or hit the back button from your browser to return to the parent resource.

Tip

Review the cloned resources using the chart view to see the hierarchy structure!

[Additional Information](#)

Continue on to the following pages for additional information on working with [Resources](#):

- [Customizing Sections](#)
- [Customizing Fields](#)
- [Customizing Resource Views](#)
- [Gadgets](#)
- [Contact Manager](#)