

Create new versions of content items

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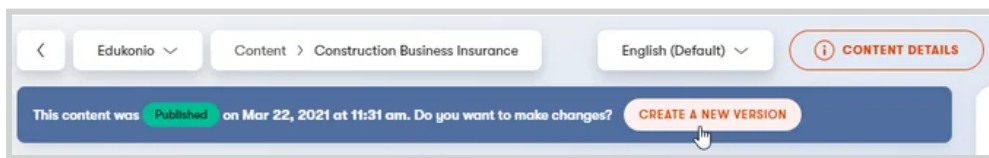
There are times when you need to update a content item while keeping its current version published. For example, while making updates to the content of an article published on your website that you want to keep visible to the public even while you update.

In such cases, you need to create a new version of the content item.

Creating new versions

1. In [Content & assets](#), click a published content item to open it.
2. In the notification bar at the top, click **Create a new version**.
 - If the action isn't available, go to [Project settings](#) > Workflow and [check the limitations](#) for the *Published* step.

The workflow step of the content item changes to its initial workflow state (which is usually *Draft*).



The system creates a new version of the content item and the previous version stays published. This new version of the content item becomes enabled for editing. You can keep track of the published and draft versions of your content items by [comparing versions](#) in the version list.

Before you publish your new version, you can [preview](#) how it looks. Once you publish your changes, the currently published version of your content item gets replaced by the new version.

💡 Created a new version by mistake?

To discard your item's latest version, under **More actions**, click [Discard version](#).
You can still find your discarded content among the content item's old versions.

What's next?

- If you want to hide a content item from public view, see [Unpublishing content items](#).
- [Preview unpublished content](#) to check your new version before publishing it.
- If you want to plan ahead, see [Scheduling content publishing](#).