My Articles

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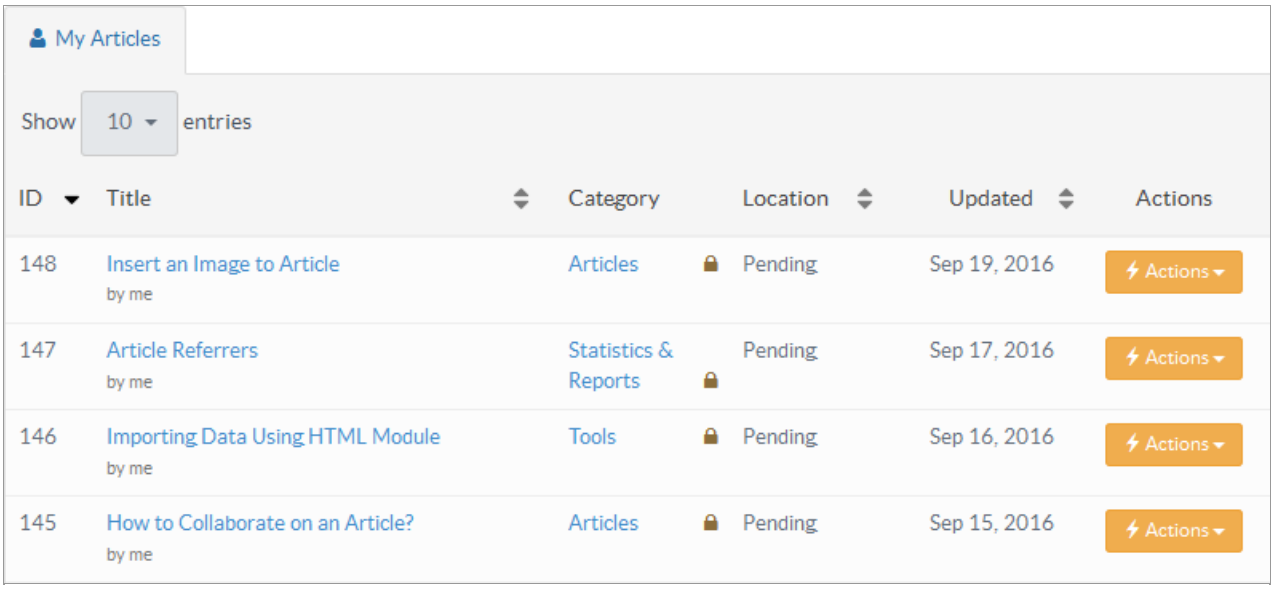
Users can expand "**My Articles**" link under **Articles** section of left navigation bar to view their own articles to update them. 'My Articles' page will be displayed which contain several columns as shown in the figure below:



- **ID:** This column displays unique serial ID of the article in the knowledge base.
- **Title:** This column displays the title of an article in the knowledge base. You can click on article title to preview the article contents.
- **Category:** This column displays categories under which article is posted. Superusers and editors can click on the category name to view its details. **Multiple** is displayed if the article is posted under more than one category.
- **Location:** This column displays the location or status of the article in the knowledge base, i.e, whether the article is pending, approved, disapproved, featured or expired.
- **Updated:** This column displays the date on which the article was last updated.
- **Actions:** This column displays a drop-down list of actions that can be performed on the article. These actions are:
  i. **Edit -** Click to modify the article.
  ii. **Delete -** Click to delete the selected article. The deleted article is sent to 'Trash Box' section which behaves similarly to Recycle Bin.
  iii. **Attachments -** Click to add or delete an attachment in the selected article.
  iv. **Disapprove -** Superusers or editors can click this to disapprove the article.
  v. **Mark Featured -** Superusers or editors can click this to make this article featured.
  vi. **Reset rating -** Superusers or editors can click this to set the rating of an article to 0.
  vii. **Subscribers -** Superusers or editors can click this to view the list of subscribers associated with this article.
  viii. **Revisions -** Superusers or editors can click this to view the old versions or revisions of the corresponding article.
  ix. **Collaboration -** Superusers or editors can click post notes on articles for other admin users.
- You can click on sorting icon (⇕) to sort the articles in ascending or descending order accordingly. You can also select the no. of entries (articles) to be displayed at one time in show entries field.
- "**Select Bulk Action**" allows you to perform the same function on more than one article. For this, you need to mark the articles on which operation is required and then select a function from a drop-down list of actions. At last, click on "**Apply**" button.

Forbidden

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Additionally, a 403 Forbidden error was encountered while trying to use an ErrorDocument to handle the request.

Custom Fields

Applicable To: Standard Edition, Standard (Multi-Language) Edition, Enterprise Edition (MySQL), Enterprise Multi-Language Edition (MySQL), Enterprise Edition (SQL Server), Enterprise Multi-Language Edition (SQL Server)

Online URL: https://www.phpkb.com/kb/article/my-articles-149.html

403 Forbidden

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