



CONTRIBUTOR VIEW-LEVEL SELECTION

Introduction

Colligo Contributor Version 2.2 for SharePoint allows users to restrict the list content synchronized to the Contributor cache based on views. This is particularly useful when working with large document libraries, especially in low bandwidth or high latency network conditions.

Selecting the filter

Selecting the filter Step 1: Access the “Select Filters for Synchronization” dialog

There are two options for accessing the “Select Filters for Synchronization” dialog box.

Option 1

1. Click the synchronize button to open the Synchronize Site dialog (See figure 1)
2. Click Configure to open the Configure Synchronization dialog (See figure 1)
3. Select the list you wish to filter and click the Filter button (See figure 2)

Option 2

1. Navigate to the list you wish to apply the filter to
2. Click the Select View-Filter button (see figure 1)

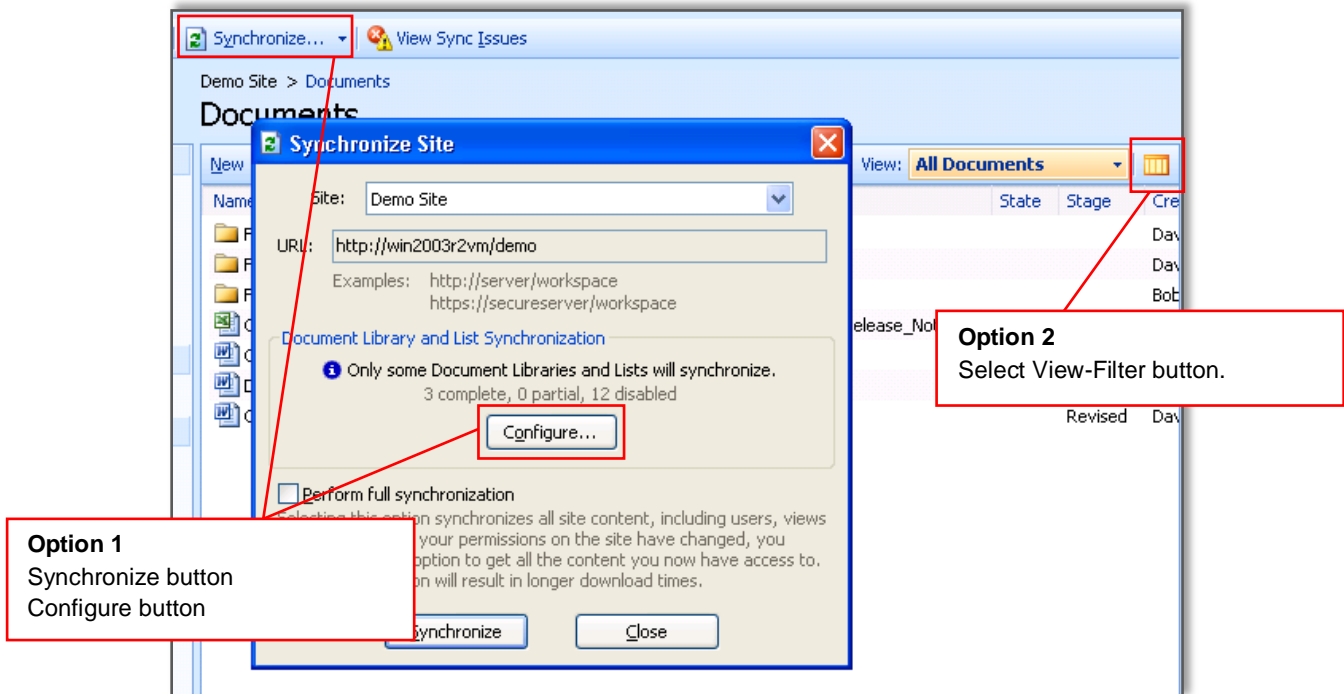


Figure 1
Configure synchronization

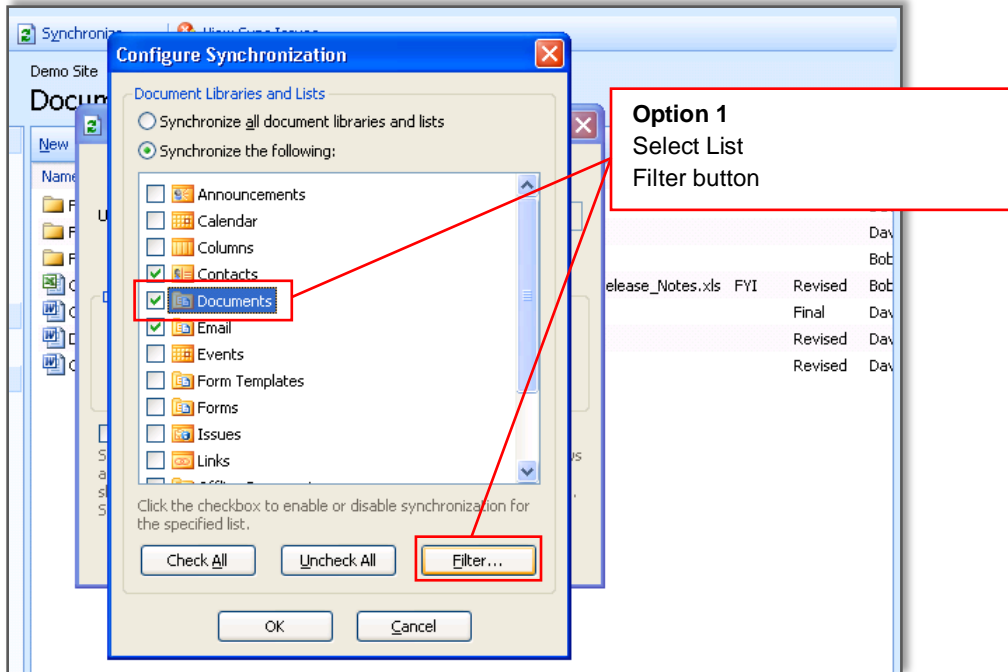


Figure 2
Select and configure lists for synchronization)

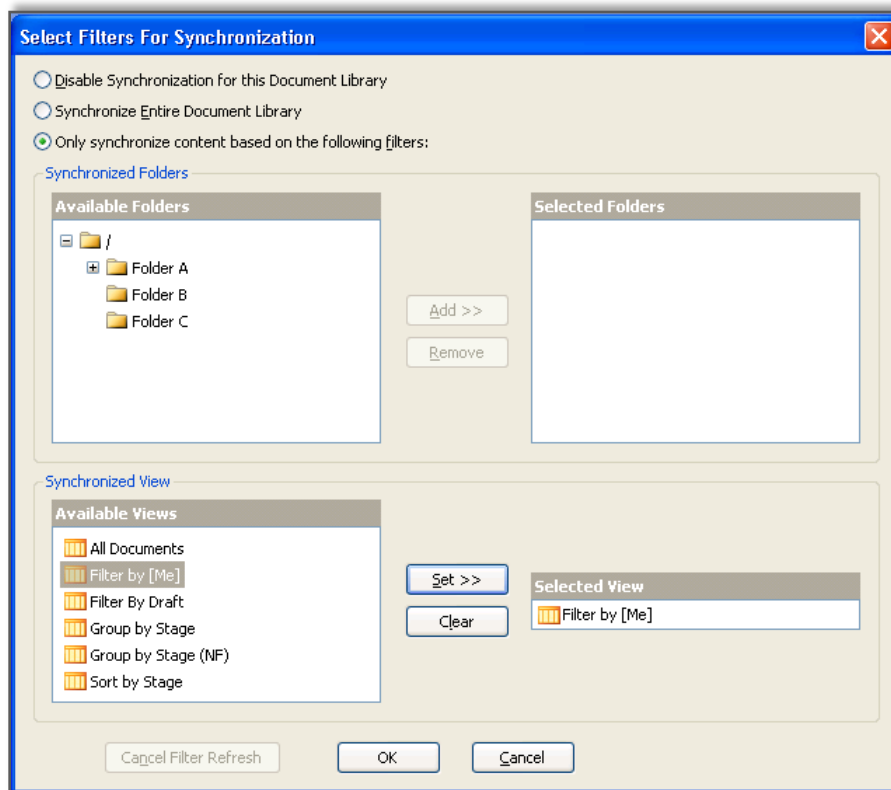


Figure 3
Select Filters for Synchronization

Selecting the filter Step 2: Select the view

1. Select a view in “Synchronized view” list. The list contains all the public views and your private views for the list you are configuring.
2. Click “Set >>” to select the view.
3. “OK” out of all the open dialogs.

The Sync View Filter will now be applied to the list.

Feature FAQs

Q: I selected a view-filter on an already synchronized list, but I still see all the content. Why?

A: When you apply a view-filter, existing content is not removed from the cache. You should select the synchronized view to ensure you are looking at current synchronized content.

Q: How do I remove existing content from the cache?

A: To remove content from the cache you must remove the site from the cache.
To do this select Site -> Remove Site.

Support

For further details on the 'Sync-Filter on View' feature, please contact our technical specialists at support@colligo.com.