Unarchiving Library Objects

Last Modified on 05/06/2025 1:24 pm EDT

Overview

This article provides guidance for unarchiving library objects in Resolver.

> **Note:**
> The instructions provided below are not suitable for assessment objects. For more information on how to identify if the object is an assessment object, please refer to the Assessment Instances Overview article. If you require assistance unarchiving an assessed object or you are unsure if an object is a library object, please contact Support.

User Account Requirements

The user account used to log into Resolver must have Administrator permission to access **Admin Overview**.
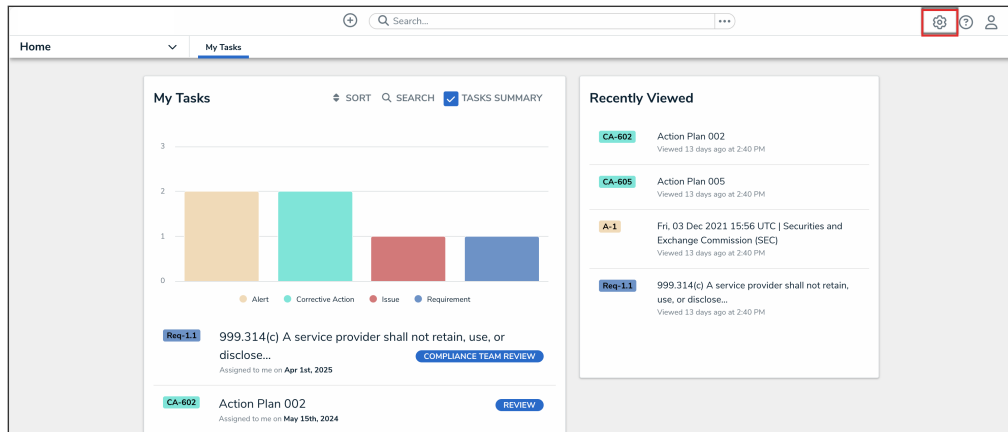
Related Information/Setup

For more information on unarchiving objects in Resolver, please refer to the following articles:

- Edit or Delete a Workflow State
- State Triggers & Transitions Overview
- Adding Form Elements to a Standard Form
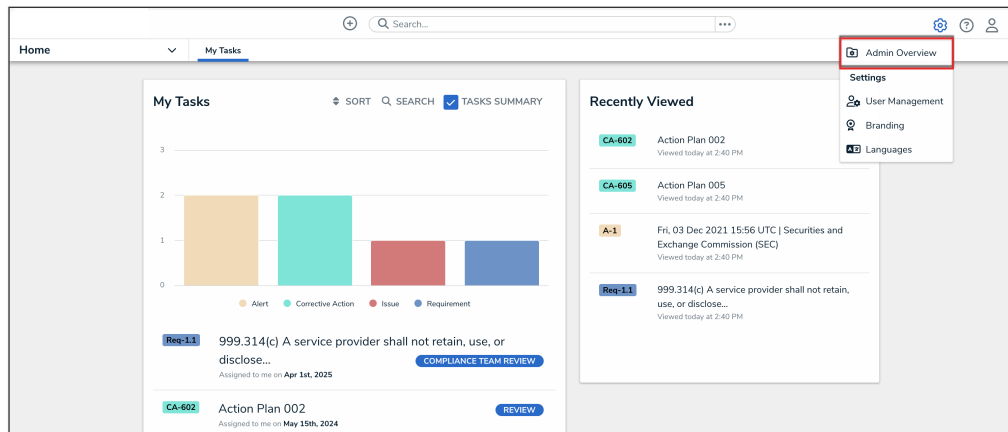- Edit or Delete a Role
- Workflow Permissions

Navigation

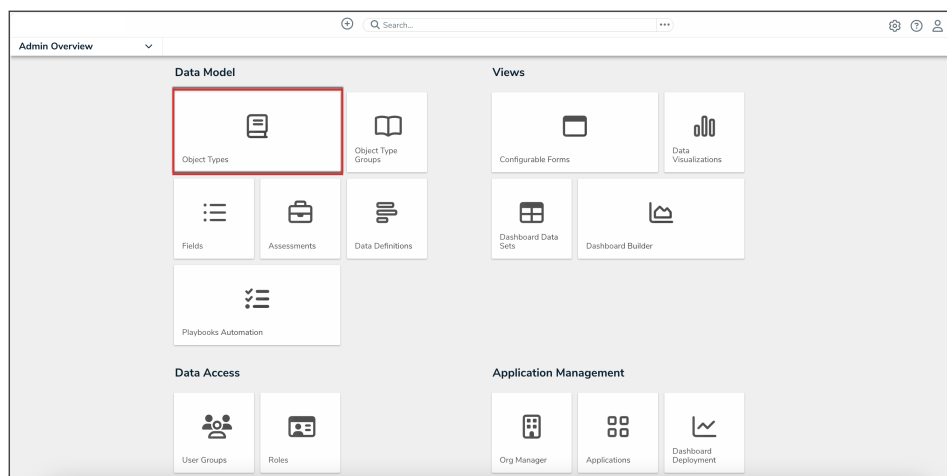1. From the **Home** screen, click the **Administration** icon.

Administration Icon

2. From the **Administrator settings** menu, click **Admin Overview**.

Administrator Settings Menu

3. From the ***Admin Overview*** screen, click the **Object Types** tile under the **Data Model** section.
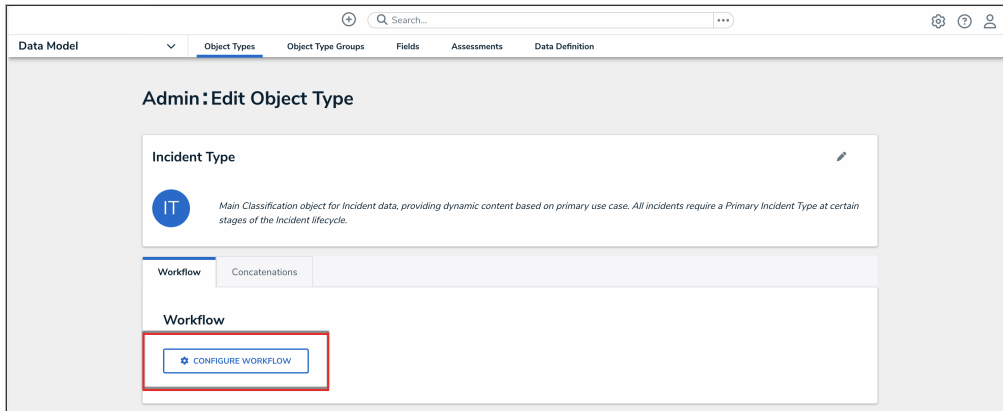

Object Types Tile

4. On the ***Object Types*** screen, from the list of object types, click the object type with the library object that you want to unarchive.
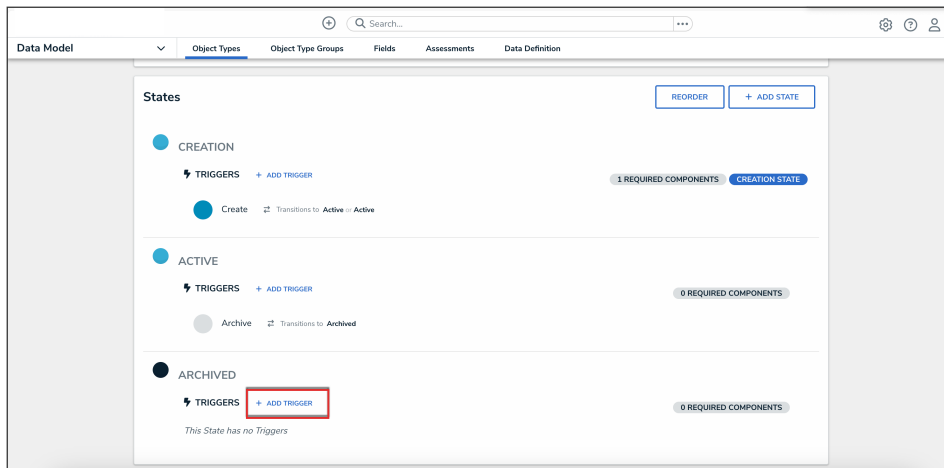
Unarchiving Library Objects

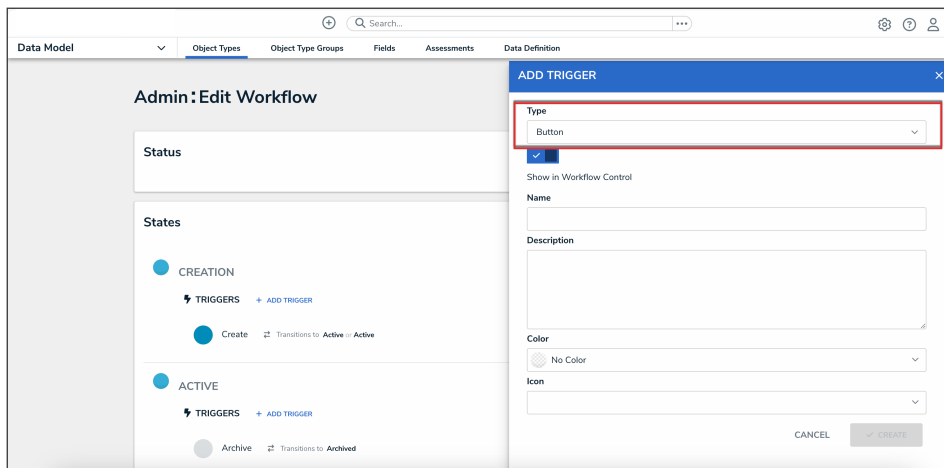1. From the *Edit Object Type* screen, click the **Configure Workflow** button.

Configure Workflow Button

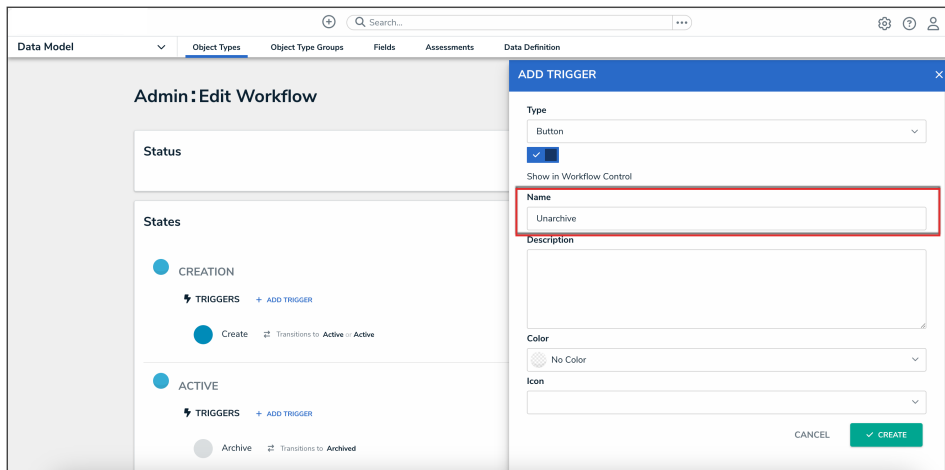2. In the **Archived** state, click the **Add Trigger** button.

Add Trigger Button

3. In the **Add Trigger** pop-up, from the **Type** drop-down, select **Button**.
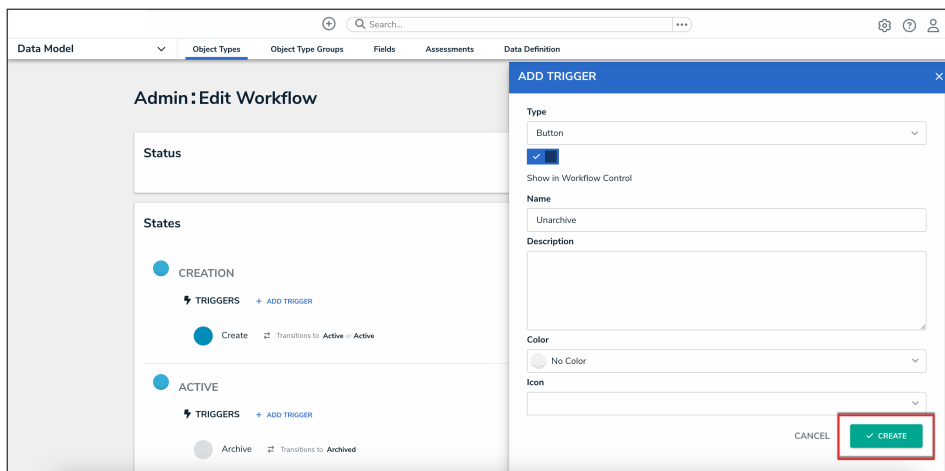

Type Drop-Down

4. In the **Name** field, enter a name for the button.
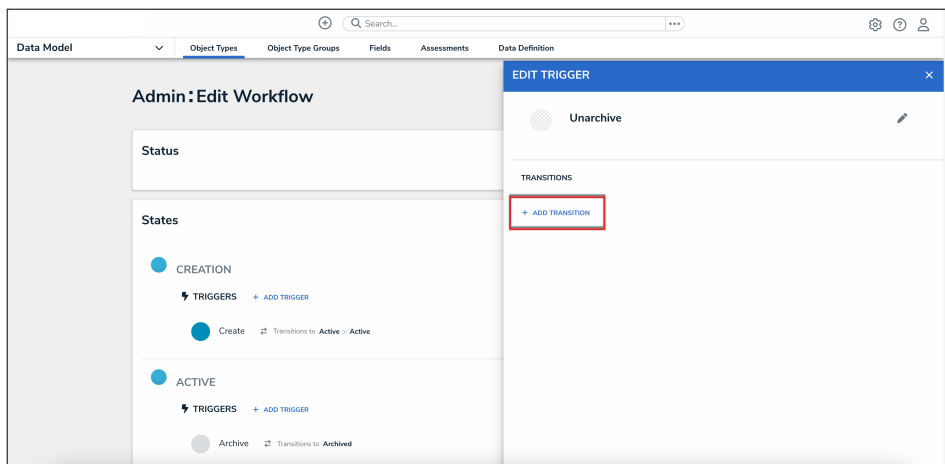

Name Field

5. **(Optional):** Add a description, and select a color and icon for the button.
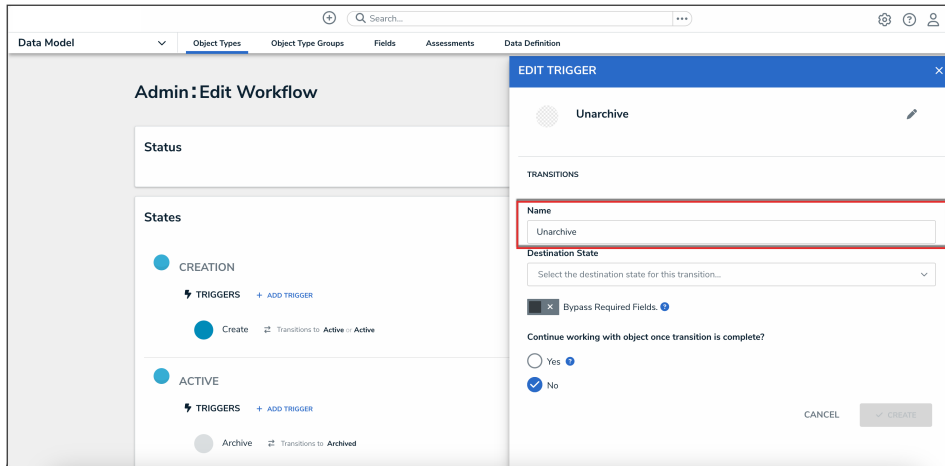
6. Click the **Create** button.

Create Button

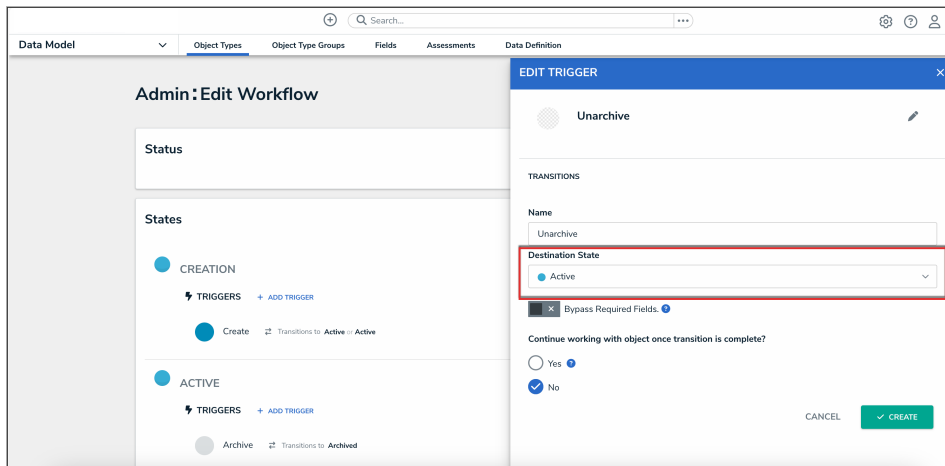7. From the **Edit Trigger** pop-up, click the **Add Transition** button.

Add Transition Button

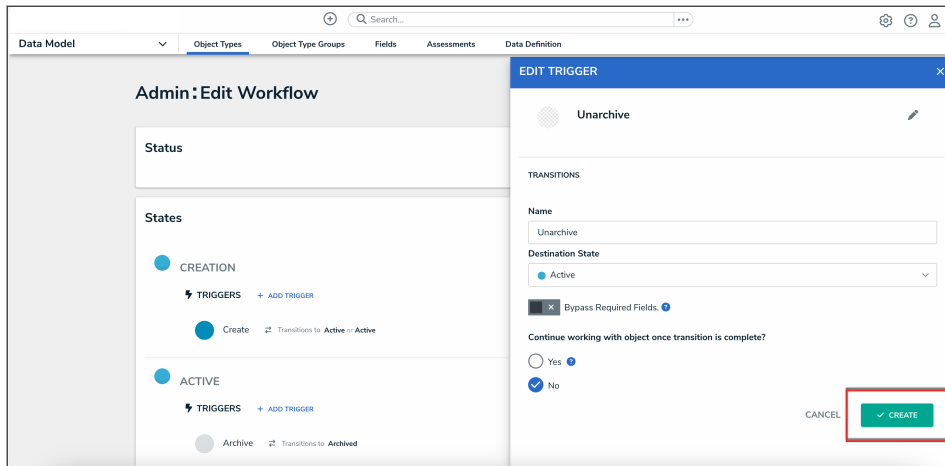8. In the **Name** field, enter a name for the transition.

Name Field

9. From the **Destination State** drop-down, select the desired workflow state the object will transition to.
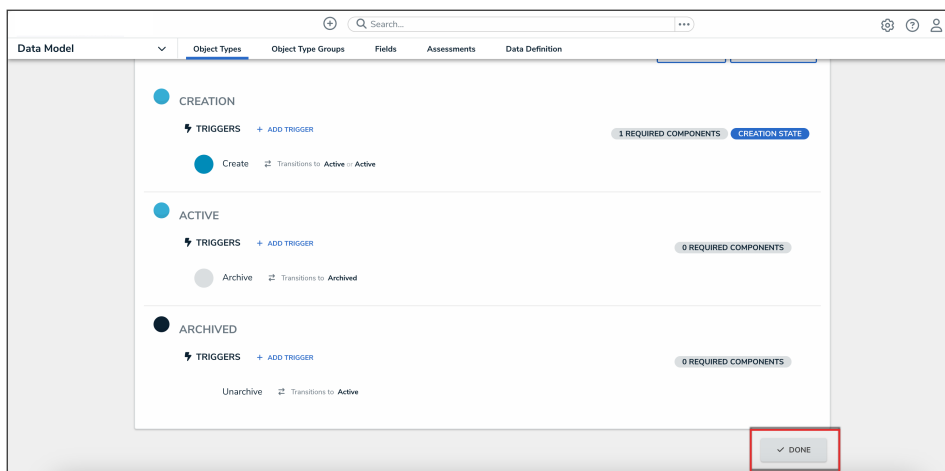

Destination State Drop-Down

10. **(Optional):** Click the **Bypass Required Fields** toggle switch to turn it on to allow users to transition the form to the next state, bypassing the required fields selected in the **Required Components** section.

11. **(Optional):** Under the **Continue working with object once transition is complete?** section, select the **Yes** radio button if a transition to the same form or another form is required when a user triggers a form transition, or select the **No** radio button if no transition is required.

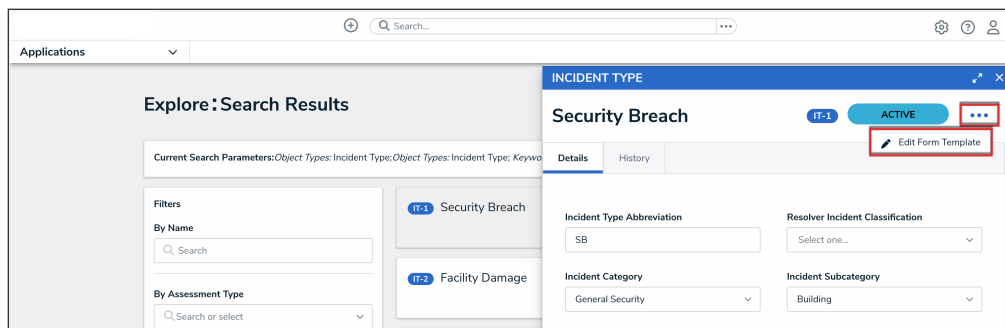12. Click the **Create** button.

Create Button

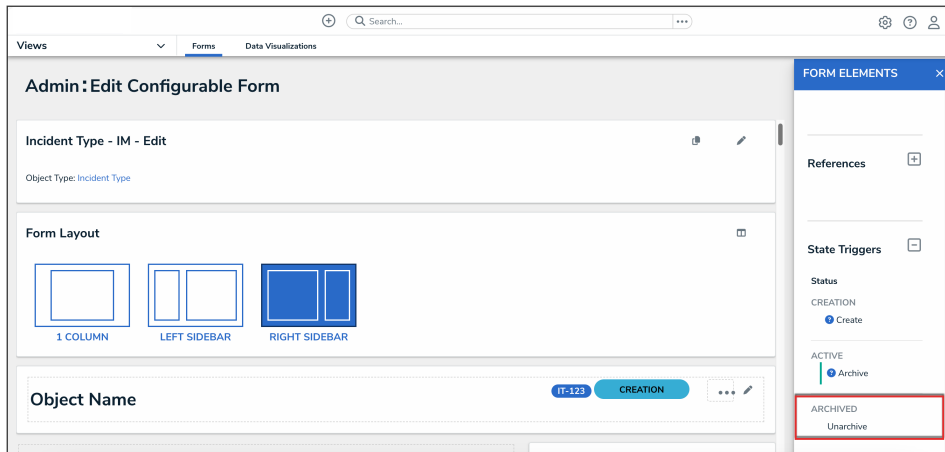11. Click the **Done** button to save your changes.

Done Button

12. Navigate to an object of the same object type you want to add the option to unarchive.

13. From the object, click the **More Actions** icon, and then click the **Edit Form Template** button.
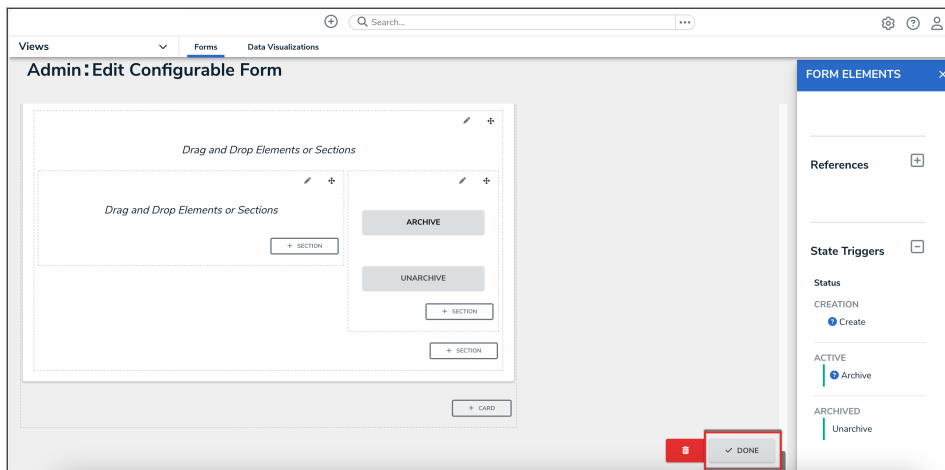

Edit Form Template Button

14. In the **Form Elements** panel, under **State Triggers**, add the button created in **Step 6** to the form.
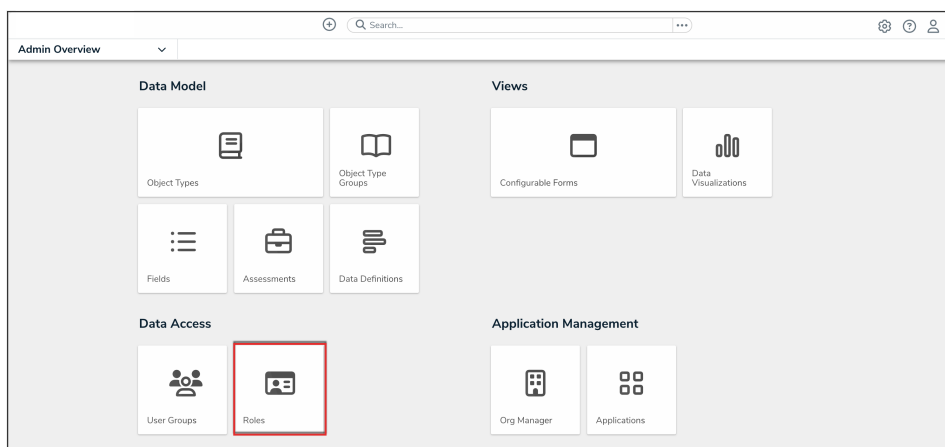
Form Elements - State Triggers

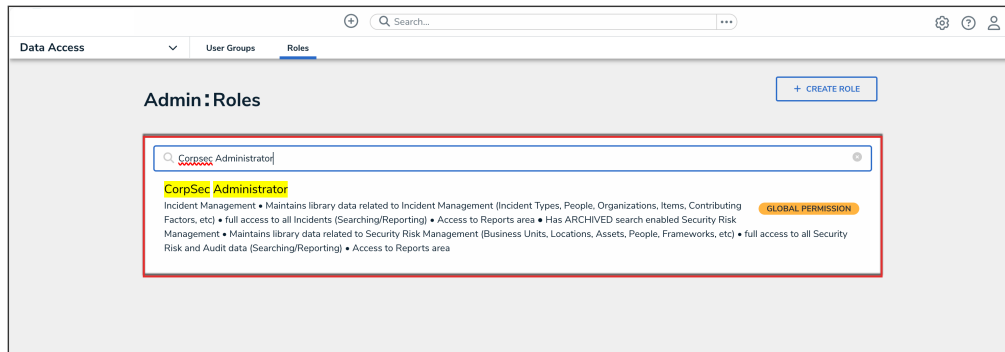15. Click the **Done** button to save the changes to the form.

Done Button

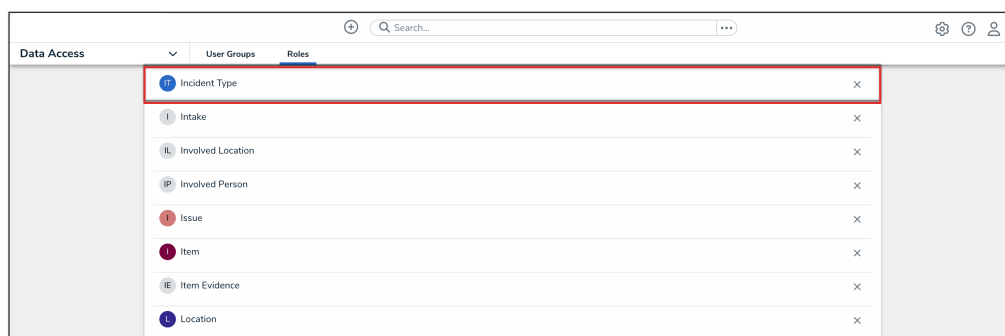16. Navigate back to the ***Admin Overview*** screen, and click the **Roles** tile under the **Data Access** section.

Roles Tile

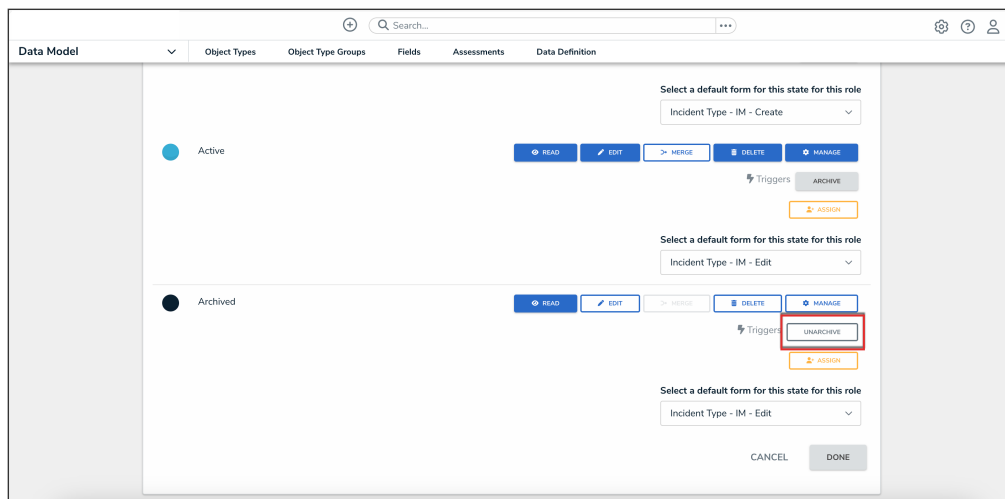17. In the search bar on the ***Roles*** screen, search and open the appropriate role.

Search Roles

18. On the ***Edit Role*** screen, in the **Object Types** section, click the object type from **Step 1** to open it.
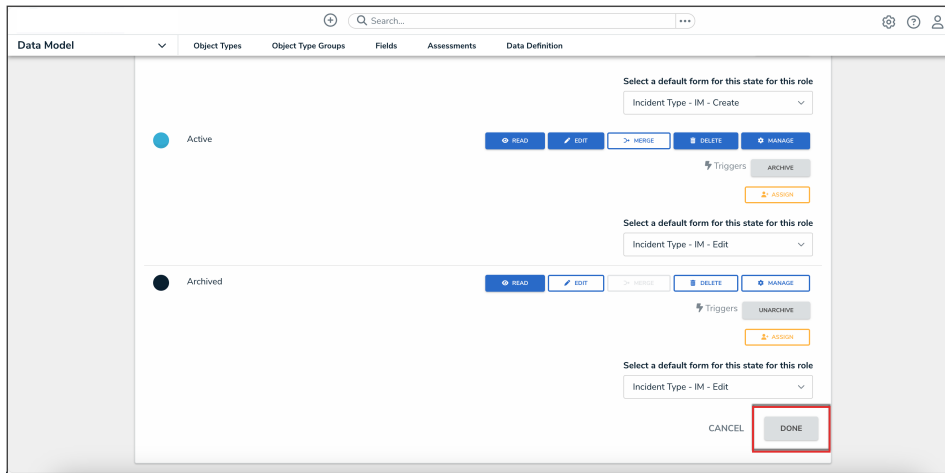

Incident Object Type

19. In the **Archived** state, click the button added in **Step 6** to enable it.

UnarchiveTrigger

20. Click the **Done** button to save your changes.

Done Button