Change the version PDFs' format or text

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Version PDFs will use whatever header or footer you've set up in **Customize > PDFs**. Since they can contain very different metadata from a standard article, the metadata that is available and the format for these PDFs is controlled through a Custom HTML template in **Customize > Style (HTML & CSS) > Custom HTML > Article Version**.

The default layout looks a bit like this (sample values are in *italics*):

> ## Sample article title
>
> Version Number *1.01*
> Version Author *Linus Owl*
> Version Creation Date *10/05/2023 12:32pm EDT*
> Version Activation Date *10/08/2023 1:01pm EDT*
> Author Activating *Barn Owl*
> Version Deactivation Date *10/10/2023 3:04pm EDT*
> Author Deactivating *Linus Owl*
>
> Sample article body

You have a lot of control over what this looks like, so if you want to make changes, you can!



Backwards compatibility
Versions created, activated, or deactivated before 11 October 2023 will not have most of these metadata fields properly populated, since the fields didn't exist before this date. If you'd like to retroactively add in dates for versions that pre-date these changes, you can use an API PUT call for the version to update them. Contact us for help!

Update the text labels

To change the text labels, like "Version Number" or "Version Author", edit the default text strings in the **Article** section of **Customize** > **Default text**. Refer to **Customize Article text guide** for more details on the available strings and what they adjust.

Update the format or layout

You can edit the Article Version HTML template to:

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- Change the order of the metadata fields
- Remove any metadata fields entirely
- Update the layout of that metadata section

To make those edits:

1. Go to **Customize > Style (HTML & CSS)**.
2. In the **Customize HTML, CSS, and JS** section, select **Custom HTML**.
3. Select **Article Version** from the **Select HTML section to edit** dropdown.
4. Make any edits to the template you'd like to make.
5. Be sure to **Save** your changes.

Refer to Default Article Version HTML for the default HTML we add to this template.

If you're looking to make a specific change and you're not sure how to do it, please contact us for help!

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