



Undo changes to a snippet

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Snippets don't save a full revision history like articles do, but you do have the option to **Revert to previous save**. This feature tracks the last ten saves of the snippet so you can roll back changes to one of those previous saves. (It works similarly to our [Undo changes to Settings > Style](#) feature.)

Reverting to a previous save will roll back any changes to:

- Snippet Name
- Merge Code Name (and, by extension, the Merge Code Value)
- Snippet Description
- Snippet Content (whether in Code Editor or WYSIWYG Editor)
- **Visibility** settings (Hide from PDFs and Include snippet content in article blurbs)
- Any **Restrict to Reader Groups** selections

Authors with the default Editor or Writer role can revert changes to snippets. If you're using a [custom role](#), you'll need to have the **Snippets custom author role permission** to Edit snippets.

To revert to a previous save:

1. In the left navigation, select **Snippets**. The Snippets page opens.
2. Open the snippet you'd like to recover changes on.
3. In the right column, select **Revert to previous save**.

The **Previous saves** modal opens.



Help, I don't have Revert to previous save!

If you don't have this link in the upper right, it means we don't have a record of any previous saves to revert to. This can happen if:

- The snippet was created before 30 December 2023 and has been saved 0-1 times since then.
- The snippet was created after 30 December 2023 and has only been saved once after creation.

4. In the **Previous saves** modal, select the previous save you'd like to revert to from the **Previous Saves** dropdown.
 - We store up to ten recent saves for each snippet. These saves will be identified by the date/timestamp of the save, with the author who saved the changes in parentheses, for example: 01/09/2025 12:48:25 pm EST (Linus Owl).
 5. Once you're sure you've selected the Previous Save you want, select **Revert**.
 6. All of the snippet's details will be updated to the reverted save. You must **Save** the snippet for these changes to go live.
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