Edit version notes

Last modified on 08/18/2026 2:28 pm EDT

Authors with the default Editor or Writer role can add, edit, and delete version notes. If you're using a custom author role, you'll need to have these permissions:

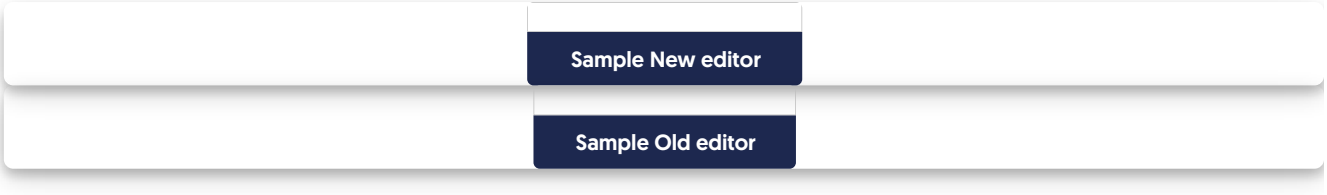
- For article version notes: The **Articles** custom author role permission to **Edit versions of articles**. Authors with custom roles without this permission will be able to view version notes only.
- For custom content category version notes: The **Category** custom author role permission to **Edit categories**. Authors with custom roles without this permission won't be able to open custom content categories in the editor.

The information below varies based on whether you're using our 2026 new editor or old editor.

To figure out which instructions to follow:

1. Open any article for editing.
2. If the lefthand navigation is collapsed and there's a link near the top of the page to **Switch to old editor**, follow the **New editor** documentation.
3. If the lefthand navigation is expanded and the top of the editor and the righthand column have a heavier grey background, follow the **Old editor** documentation.

Here are side-by-side examples of the new editor and the old editor:



Try out the new editor
We'd love your feedback on the new editor. To switch to the new editor, open any article for editing and select the **Switch to new editor** link at the top of the editor.

New editor | Old editor

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