Windchill Renaming

Renaming from the workspace is possible for perfectly new things residing there even if you've uploaded them. Even in an external browser, you can find the **Rename** function under the [File ▼] button. Just select the ones you want to rename, hit the button, and search for them in your list. It's actually easier to rename things in your workspace than to do so in commonspace (or WC) because group-selection is possible in workspaces.

If you've already checked the files in, it's too late. You have to go to commonspace to rename. Keeping in mind that renaming is an <u>individual action</u> here, do a search for your upper-level assembly in commonspace. You cannot group-select a bunch you want to rename. If you have a bunch to rename, go for the upper-level assembly and collect the others and any drawings into that renaming window (described below).

So we're here. This is either in a folder or a search window. The table view shown is "**CAD Documents**" but any one that shows an [Actions ▼] column will do:

Notice, it doesn't matter if the object is checked out. (Nor does it matter if you select that row. That's implied by clicking on that row's **Actions** button.) You can still rename it, even if it's checked out or even modified in your own workspace.

Notice the **WIP** status. Only WIP's can be renamed.

Here is **Rename**.

This sends you to the **Rename Window**.
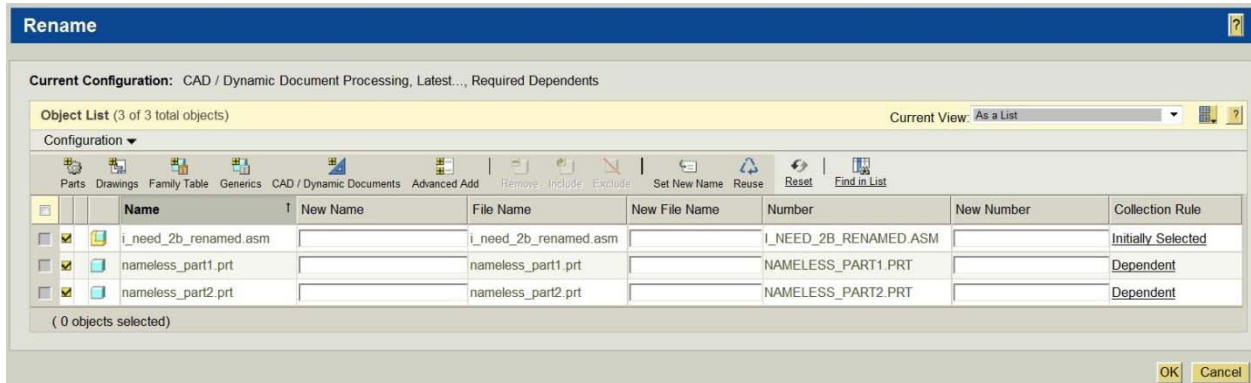
Even though only one was acted upon to be renamed, the system defaults to a file dependency of "**Required**". Use the [Configuration ▼] button to change that to "**All**" if need be.
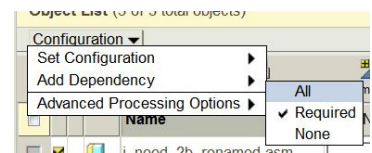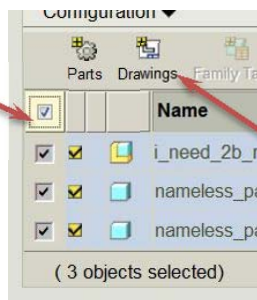

You usually don't need to. For one thing, "**All**" does *NOT* mean drawings. There's a special button for that.

Select everything.

Then choose the **Drawings** icon. This will add any drawings associated with the selected files.

That makes your collection table look like this:

To make it easier to find just the files you want to rename, try this. Select just the files to be renamed and click on the **Table Display Options** icon. Normally, there are a couple of things in this list, but in the Rename window, there's only one. **Click** on "**View Selected Objects Only**".
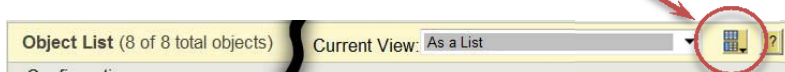
Oops! Forgot to select something? Don't worry, it's a toggle. Simply click on "**View Selected Objects Only**" again, and you'll get your whole list back. Select the one you missed, and hit it again to clean up your table.

Another helpful thing might be the table view. If your erstwhile naming didn't lend itself to a sorting that was conducive to renaming, you can change the **Current View:** dropdown.
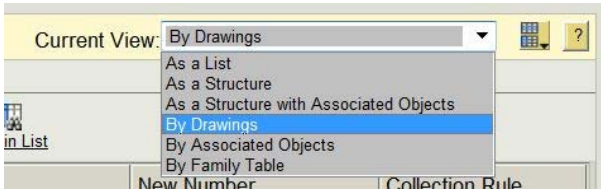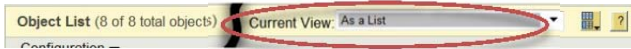

The only ones of use (as we don't use some WC functionality) are "**As a List**" which is the default, "**As a Structure**" which is helpful but only if you don't have drawings, and "**By Drawings**" which is nice because it groups the drawings together with their driving models.

As far as WC is concerned, "**Number**" is the most important of the three names. So with "**By Drawings**" chosen, the right-side of our table looks like this:

This makes renaming easier to match drawing name to the model that spawned it.
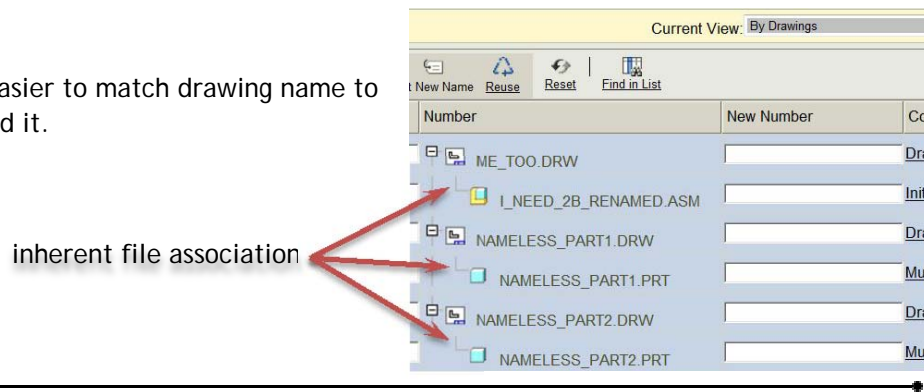
As to the actual Renaming . . . It's pretty straightforward.
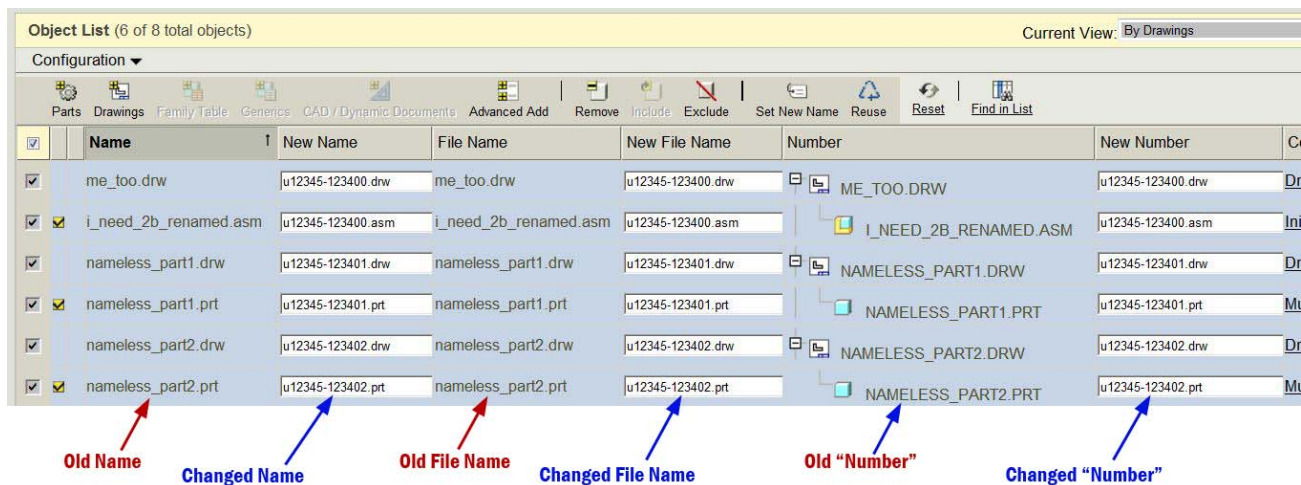
Follow the Rules on the next page and click the **OK** in the bottom right of the window.

> Notes: Copy-n-Paste (Ctrl-C & Ctrl-V) are your friends. The use of them cuts down on ham-fisted typing errors.
>
> You won't find Drawing_Number here as it is metadata (an attribute). Change that in Pro/E or by using **Edit – Attributes**.

Rules! :

1. You can't enter something that already exists in the database.
   a. WC also looks into user Server-Side workspaces, so if someone beats you to using a name but hasn't checked it in yet? He wins. You can't use that name. If you do a search for the name you want and come up with nothing, this is most probably the reason why.

2. Rename all three ("**Name**", "**File Name**", and "**Number**") to be exactly the same.
   a. "**File Name**" is the one we all know and love. This is set when you made the file in Pro/E. No spaces or weird characters allowed in this. Underscores and dashes are tolerable.
   b. "**Number**" is what WC really keys on. When you do a **Keyword** search for a file, any of its three tags will find it for you, but "**Number**" defines the link to the info page for that object. (As an aside, you *can* insert spaces in this one. Please don't. See Rule 2.)
   c. "**Name**" I haven't figured out yet. Probably added just to confuse and convulse us. (Can also give this one spaces. But then it wouldn't match, would it...)

3. Don't worry about case, but don't forget the extension!
   a. You'll get errors if you leave off an extension for the simple reason that you attempted to name two things with the same name (the drawing and the model).

Post-Renaming Traumatic Syndrome: These are things you should know.

If you make local changes to your files (meaning within Pro/E or your *client-side* workspace), you won't be able to do a **Check-In** or even **Upload** them until you synchronize your workspace with commonspace. (This is reminiscent of IntraLINK.) It'll explain the problem in the **Event Manager** when your attempt fails. If you open a non-embedded browser and go to that specific workspace, you'll be able to see your name changes because that's your *server-side* workspace.

It's easy to fix, just click on **Synchronize** in your local workspace. (Under **Tools**.)

If you select nothing, **Synchronize** will sync everything. If you select something, it'll only sync those chosen files. (Very IntraLINK-like.)
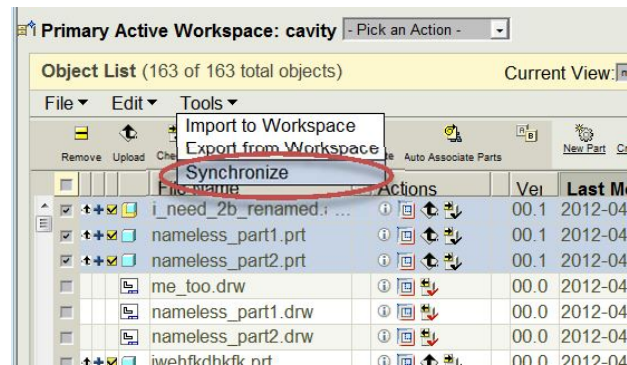
Notice the sync did not affect my modifications to my files. They still show up as being modified and in need of an **Upload** and a **Check-In**. So, it's not an overwrite.

Curiously, a rename does not flag the files as "**Out of Date**" in either of those out-of-date columns.