

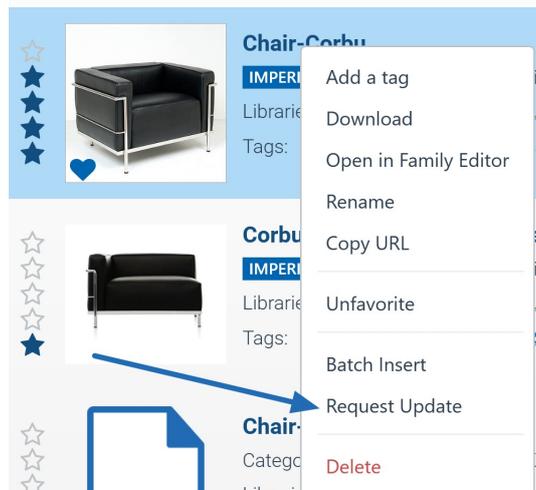
How to Request an Update for Existing Content in UNIFI

Last Modified on 07/26/2022 1:46 pm EDT

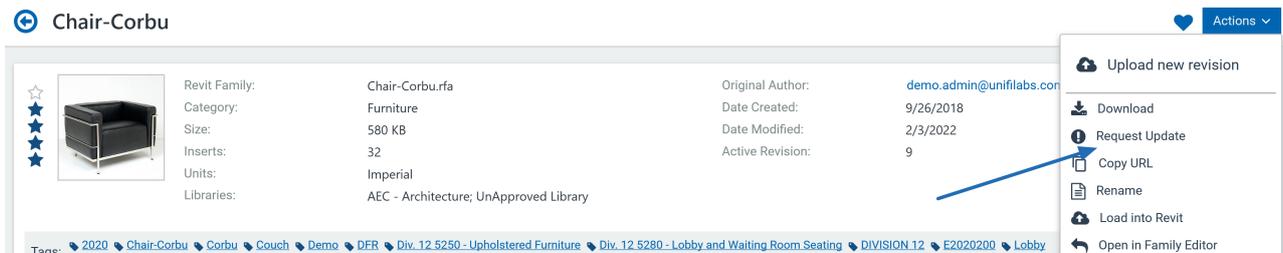
If you need to request an update or submit an issue for existing content in UNIFI, you will want to fill out the Request Update form.

There are two ways that you can access the Request Update form.

The first method is by right-clicking on the content that you see listed (either in search results, browse view, or in saved searches) and selecting **Request Update**.



The second way to access the Request Update form is when viewing a specific family. From that page, click on the **Actions** button in the top right of the screen and then select **Request Update**.



Request Update Form

You'll then be taken to the Request Update page where you can enter information that Library Admins would need in order to update the content. You'll be able to give specific instructions that may be useful for Library Admins.

You can also attach any files you like to help explain the issue. Like adding screen shots with markups, cut sheets with dimensions or even other family content that has the features you would like to be included in your request.

 Request Update

Project Number	Project Name	Due Date	Priority
Optional - for internal use	Optional - for internal use	7/1/2022 10:25 AM 	<input type="text"/>

Select company:  Select libraries:

Content Type	Instructions
<p>File Type</p> <input type="text" value="Autodesk Revit"/>	<p>File Name</p> <input type="text" value="Chair Corbu"/>
<p>Minimum Revit Year</p> <input type="text" value="Revit 2021"/>	<p>Please provide a complete description of the content to be created:</p> <ul style="list-style-type: none">- Include Family Type data if applicable- Include any special parameters needed- Include any special functionality you expect
<p>Measurement Units</p> <input checked="" type="checkbox"/> Imperial <input type="checkbox"/> Metric	<p>Instructions for content</p> <input type="text"/>
<p>Standards</p> <input type="text" value="Normal"/> <input type="text" value="Special"/>	