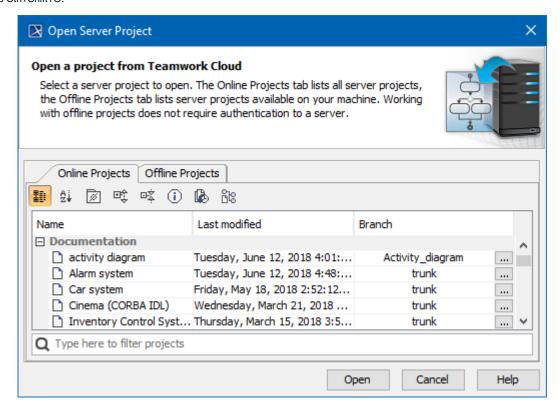
Opening projects from Teamwork Cloud

The Open Server Project dialog is used for opening and managing projects from the Teamwork Cloud (TWCloud).

To open the Open Server Project dialog

- From the Collaborate menu, select Open Server Project or Projects....
- On the Collaboration toolbar, click the button.
- Press Ctrl+Shift+O.

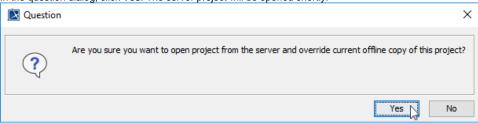


The Open Server Project dialog.

In the dialog, you may select whether to open an online project (that is a server project from the server) or an offline project (that is a server project form your machine). However, if an online project has an offline project version, the offline project will be opened even if you choose to open the project from the **Online Projects** tab. This mechanism ensures faster project load and ensures that your offline not yet committed changes are not lost. On the other hand, you can force open the online project (see instructions below), but, in this case, all changes made and not committed in the offline project will be lost.

To open the project from the server

- 1. From the Collaborate menu, select Open Server Project or Projects.....
- 2. In the new dialog, open the **Online Projects** tab.
- 3. Right-click the project you want to open.
- 4. From the shortcut menu, select Open From Server.
- 5. In the question dialog, click Yes. The server project will be opened shortly.



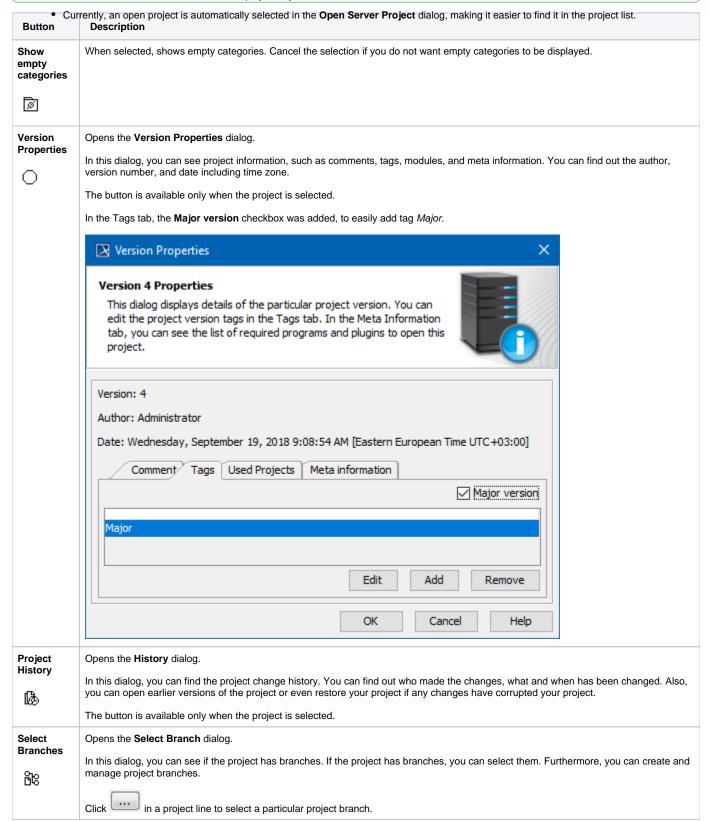


Password-protected projects

• You may be prompted to enter a password if the selected project is password-protected.



· You can use the search bar to filter used projects by name.



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