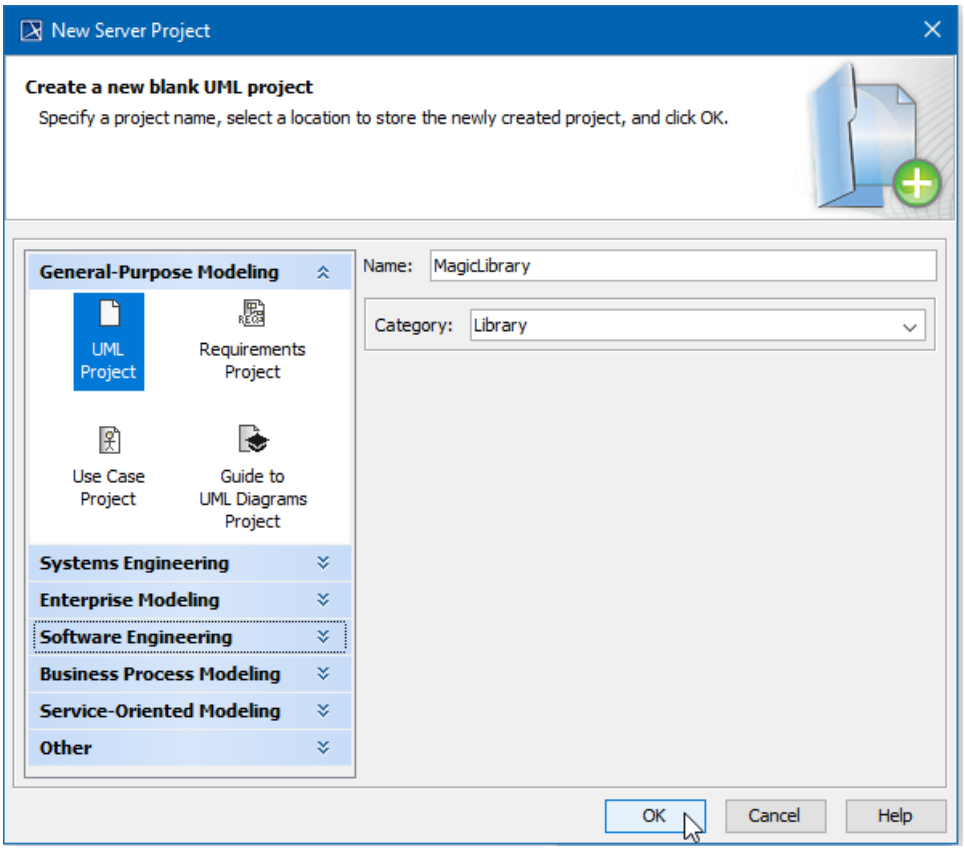
Adding projects to Teamwork Cloud

Projects can be added to Teamwork Cloud (TWCloud) in one of the following ways:

- By creating a project in TWCloud from scratch
- By adding a local project to TWCloud

To create a project in TWCloud from scratch

1. From the **Collaborate** menu, choose **Projects**. The **Manage Projects** dialog opens.
2. In the **Online Projects** tab, click the **New** button. The **New Server Project** dialog opens.



3. In the **Name** box, type a new project name.
4. From the **Category** drop-down list, select the category in which you want to store your project.

> You can create a new category in the server repository by typing its name directly in the **Category** box.

5. Click **OK**.

To add a local project to TWCloud

1. Log in to TWCloud.
2. Open the local project you want to add to TWCloud.
3. From the **Collaborate** menu, choose **Add Project to Server**. The **Add Project to the Server** dialog opens.
4. If you want to give the project a new name, type the name directly in the **Name** box when it is added to the server.
5. From the **Category** drop-down list, select the category in which you want to store your project.

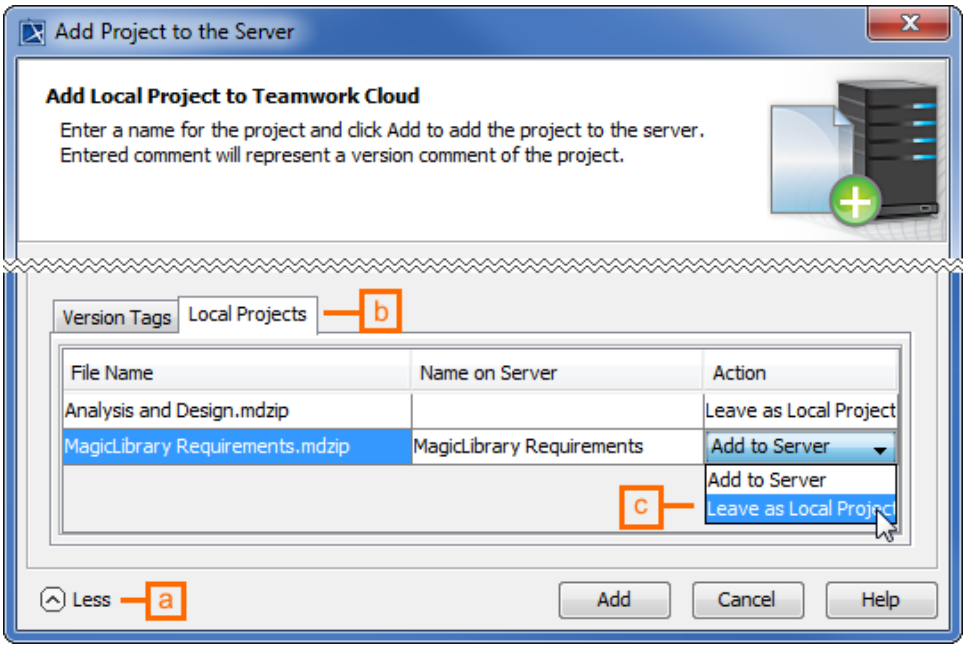
> You can create a new category in the server repository by typing its name directly in the **Category** box.

6. If you have some explanations or notes about this project, provide them in the **Comments** box.

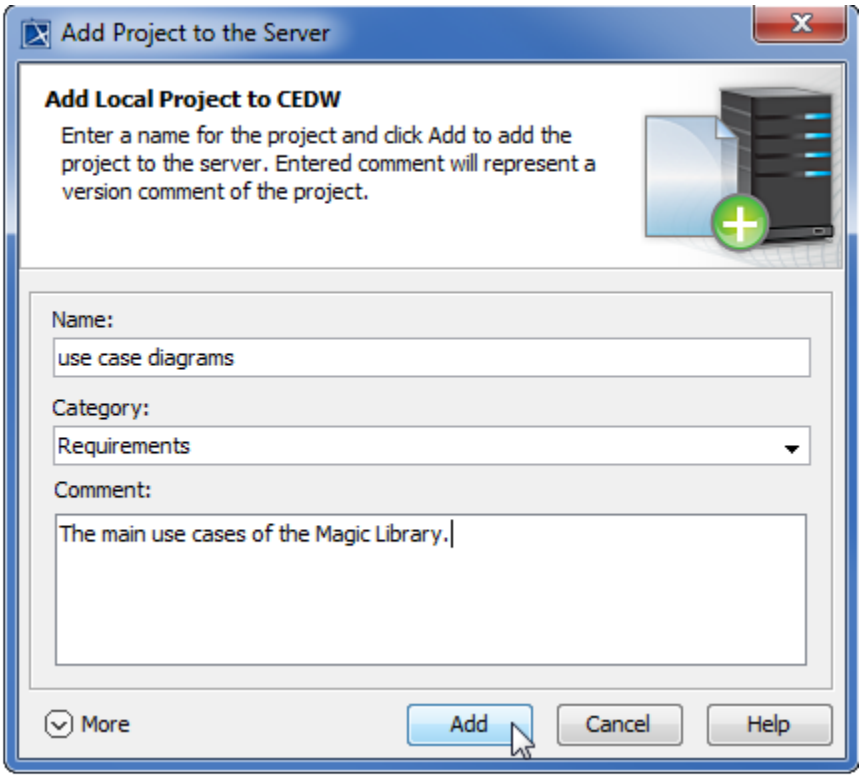
7. If the project has no used projects, or if it has some that you want to be added to the server, skip this step. If you don't want any of the used projects to be added, do the following:

   a. Click **More** in the **Add Project to the Server** dialog for more options.
   b. Click the **Local Projects** tab. The list of used local projects opens.
   c. In the **Action** column of each local project that don't want to add to the server, select **Leave as Local Project**.

   > If you exclude all or some of the used projects from the addition to TWCloud (see step #7), you can always link them to the project later.



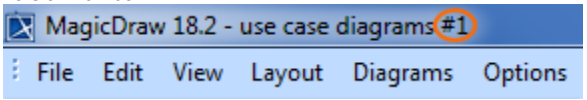
8. Click **Add**.



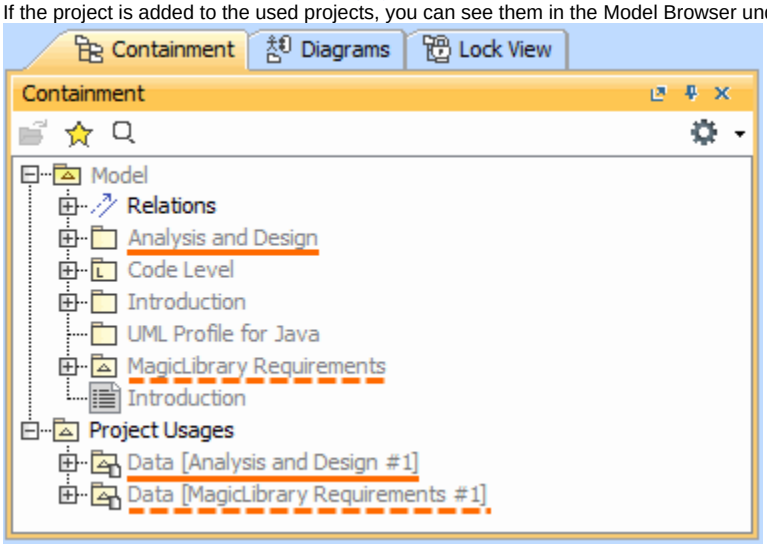
9. The project is now added to TWCloud.

When the project is added to the server:

- The title of the client application, e.g., MagicDraw, Cameo Systems Modeler, window displays*#1* next to the project name. This is the initial project version number.



- The contents of the Model Browser are gray. The model is unlocked.
- If the project is added to the used projects, you can see them in the Model Browser under the root package and under *Project Usages*.



- To view the project, select **Collaborate** > **Recent Server Projects.**

Related pages

- Migrating projects from Teamwork Server
- Creating and managing categories