Dynamic Links between EDMS documents

The dynamic link

This feature allows you to reference and dynamically link already existing EDMS Documents. The dynamic link is available in the Document description or in the Comments given during a reviewing process.

EDMS automatically detects and highlights the link, which refers to the latest version of the referenced document.

Using the dynamic link

To set up the link, you need to use one of the two specific text formats in the description or comments of your document:

- EDMS 100100
- EDMS:100100

Or

- EDMS LHC-EC-ABCDE-001
- EDMS: LHC-EC-ABCDE-001

Examples

You can setup the dynamic link in following cases:

- During the creation of a new Document.
- Editing an existing Document Description.
- Giving a comment during a review/approval process.
Some examples

Creation of a new Document or edit an existing one:

The dynamic link is available in the Document’s Info panel, in the Description:

Click on the link in order to access the latest version of the referenced Document:
Giving comments during a review/approval process:

The link will be available in the comments, as shown in the following picture:

Do not hesitate to contact us if you have further questions at EDMS.support@cern.ch