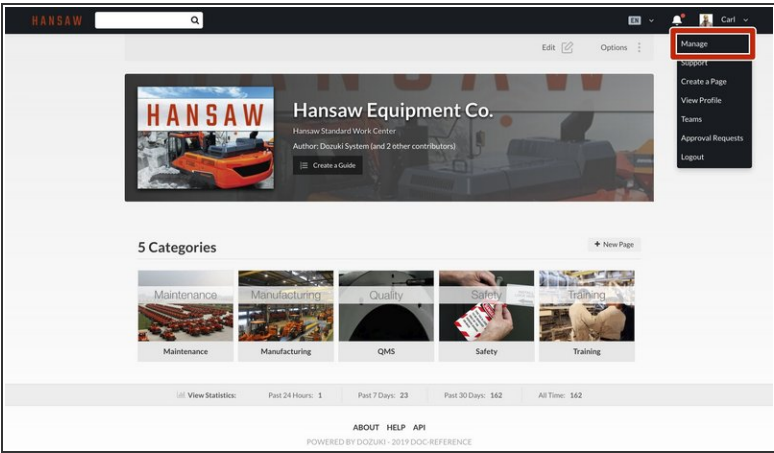# How to Enable AutoNumbering

Written By: Dozuki System
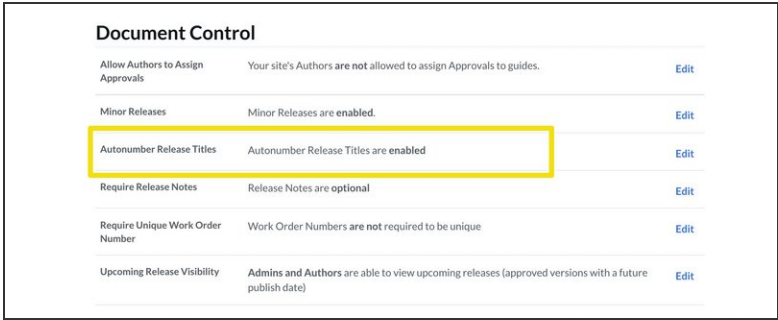
INTRODUCTION

This guide provides instructions to enable **Autonumbering** in version titles for guides, wikis, and category pages.
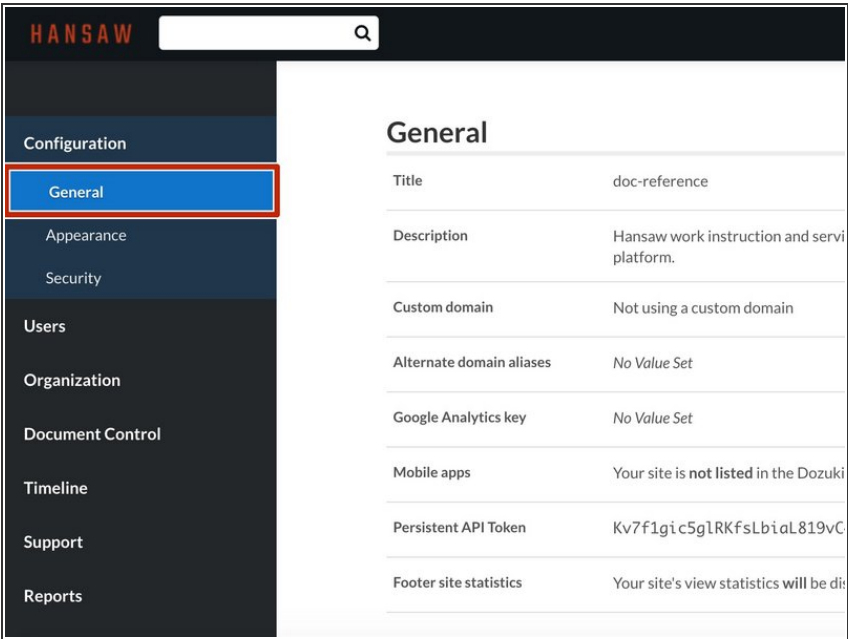
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Step 1 — Ensure Autonumbering is Enabled

ⓘ This Step can only be performed by a Site Administrator.

● Click on your username on the right side of the site header and select **Manage** from the drop-down menu.

Step 2

● Click on the **General** section of your Management Console side bar.

Step 3 — Confirm Status

- Scroll down to **Document Control** to confirm whether or not **Autonumber Release Titles** is enabled.

- If it is already enabled, it will say, **enabled**.

Step 4 — Autonumber Release Titles Disabled

- If **Autonumbering Release Titles** is disabled, it will say, **disabled**.

- To enable Autonumbering, click **Edit**.

- Click in the check box.

- Click on the **Save** button to complete the process.