

# ArtfulBits Link to Document Column

*for Microsoft® SharePoint®*




















## User Guide

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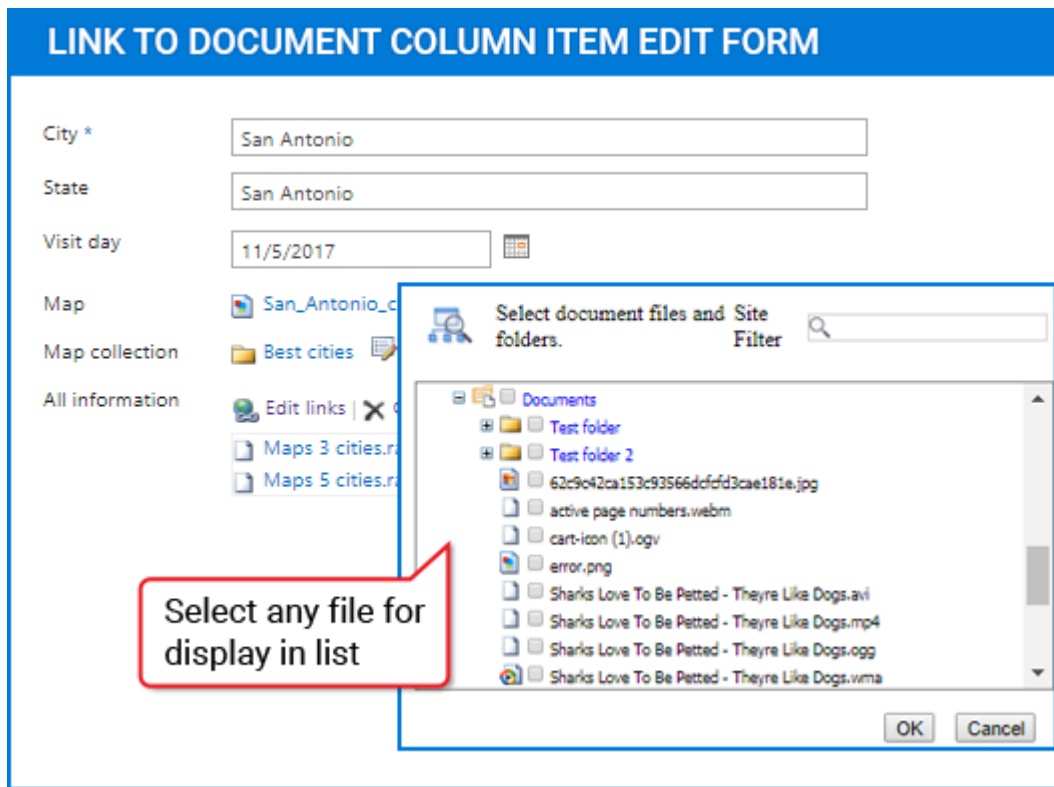
## Overview

Link to Document Column allows referencing files and folders placed at Document library and provides easy and intuitive way to download files directly from column.

### LINK TO DOCUMENT COLUMN LIST VIEW

Visit day	Map	Map collection	All information
10/1/2017	 NY_city_map.png	 Documents	 Maps 3 cities.rar
10/2/2017	 LA_city_map.png	 Best cities	 error.png  Maps 5 cities.rar  National Bank Management Board.docx  Sharks Love To Be Petted - Theyre Like Dogs.wma  Use of Terms.xlsx  Very important archive.rar
10/3/2017	 Chicago_city_map.png	 Documents	 Maps 5 cities.rar
10/4/2017	 Houston_city_map.png	 Best cities	 Maps 3 cities.rar

**Upload different file types**



## Feature List

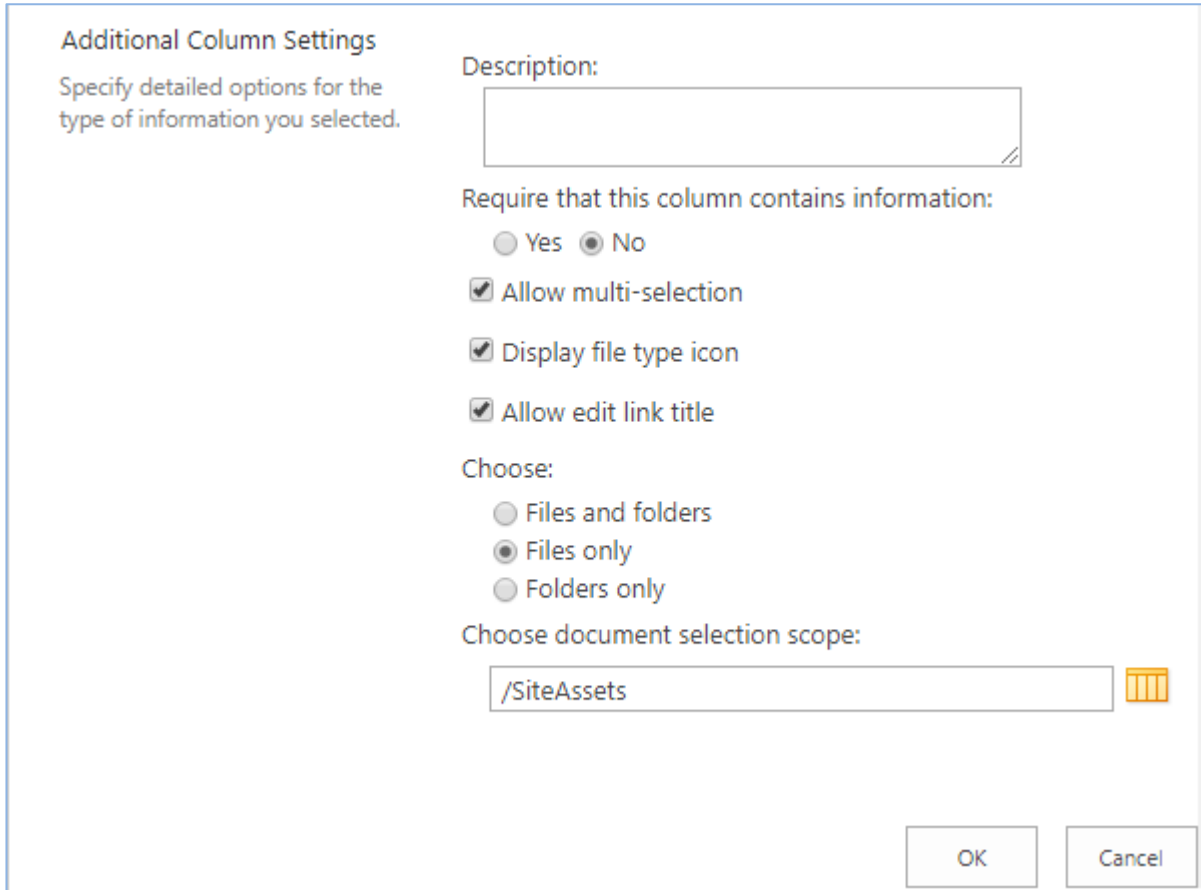
Feature	SharePoint 2010	SharePoint 2013	SharePoint 2016
Lookups documents and folders from Document Library in all sites within site collection	✓	✓	✓
Allows single and multiple selection	✓	✓	✓
Provides ability to edit link display text	✓	✓	✓
Provides ability to limit the set of allowed objects during links editing (in list item adding/editing mode). The limitation is done by specifying root folder	✓	✓	✓
Advanced tooltip	✓	✓	✓
Allows select documents in easy and intuitive way	✓	✓	✓
Provides ability to limit the set of selectable objects during links editing by defining object type (Files and Folders, Folder only, Files only)	✓	✓	✓
Displays object file type icon in front of reference	✓	✓	✓
Language pack support (desired localization could be added by request)	✓	✓	✓

## Why ArtfulBits Link to Document Column?

ArtfulBits Link to Document Column adds custom functionality that is not present in SharePoint Foundation. It allows selecting multiple objects in easy and intuitive way.

## How to Use

To use Link to Document Column you should select appropriate option in the list of available columns on Create Column page. Change default settings to adjust column to your needs.



**Additional Column Settings**  
Specify detailed options for the type of information you selected.

Description:


Require that this column contains information:  
 Yes  No

Allow multi-selection

Display file type icon

Allow edit link title

Choose:  
 Files and folders  
 Files only  
 Folders only

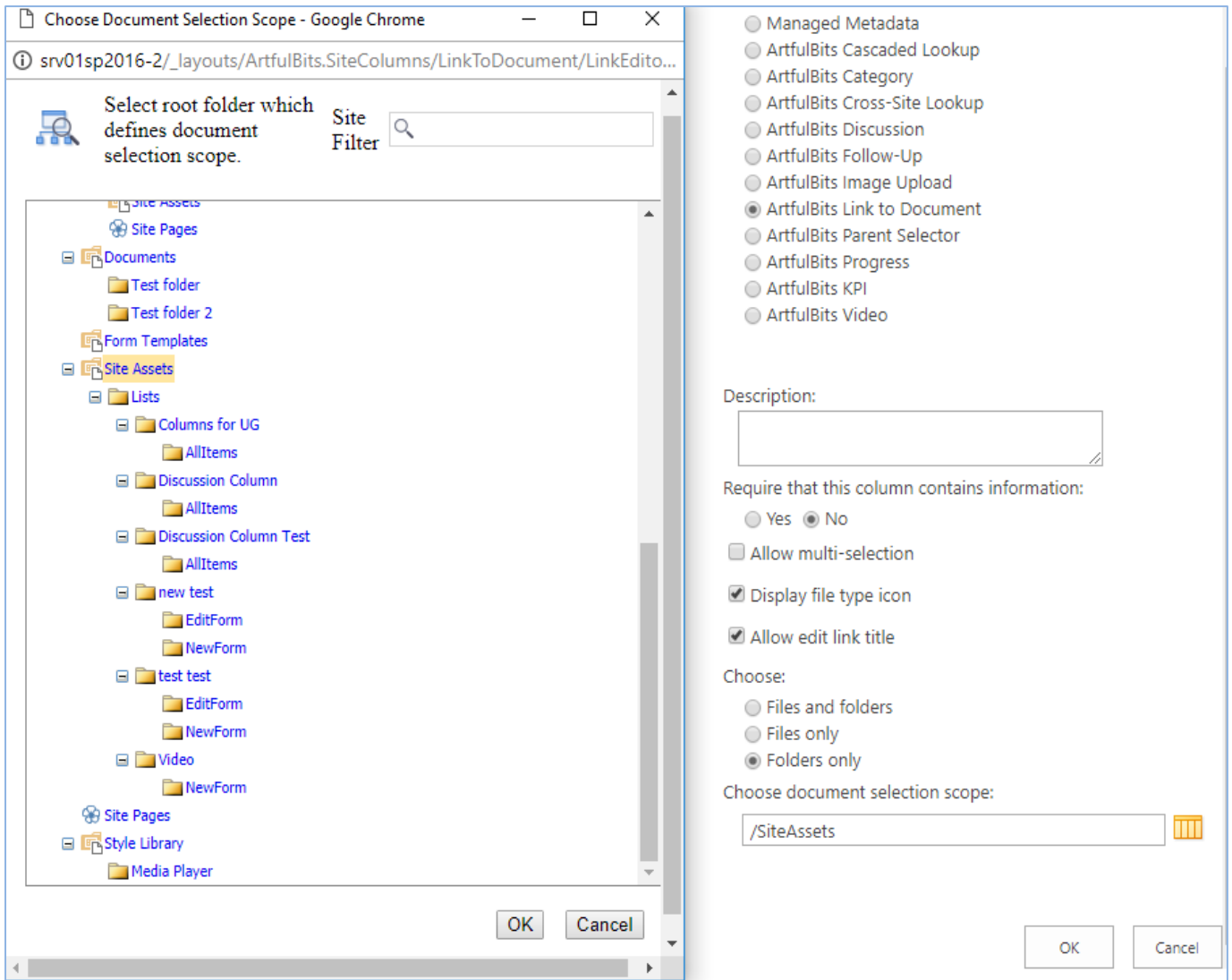
Choose document selection scope:  
 

OK Cancel

Picture 1

### Link to Document settings:

- “Allow multi-selection” – Allows referencing several objects.
- “Display file type icon” – Display object file type icon in front of reference.
- “Choose” – Adds ability to limit the set of selectable objects during links editing (in list item adding/editing mode) by defining object type (Files and Folders, Folder only, Files only).
- “Choose document selection scope” – Adds ability to limit the set of allowed objects during links editing (in list item adding/editing mode). Specifying root folder defines the location from which documents can be selected (Picture 2).



Picture 2

City	State	Modified	Visit day	Map	Map collection	All information
New York	... New York	October 18	10/1/2017	NY_city_map.png	Documents	<ul style="list-style-type: none"> <li>Maps 3 cities.rar</li> </ul>
Los Angeles	... California	November 10	10/2/2017	LA_city_map.png	Best cities	<ul style="list-style-type: none"> <li>error.png</li> <li>Maps 5 cities.rar</li> <li>National Bank Management Board.docx</li> <li>Sharks Love To Be Petted - Theyre Like Dogs.wma</li> <li>Use of Terms.xlsx</li> <li>Very important archive.rar</li> </ul>

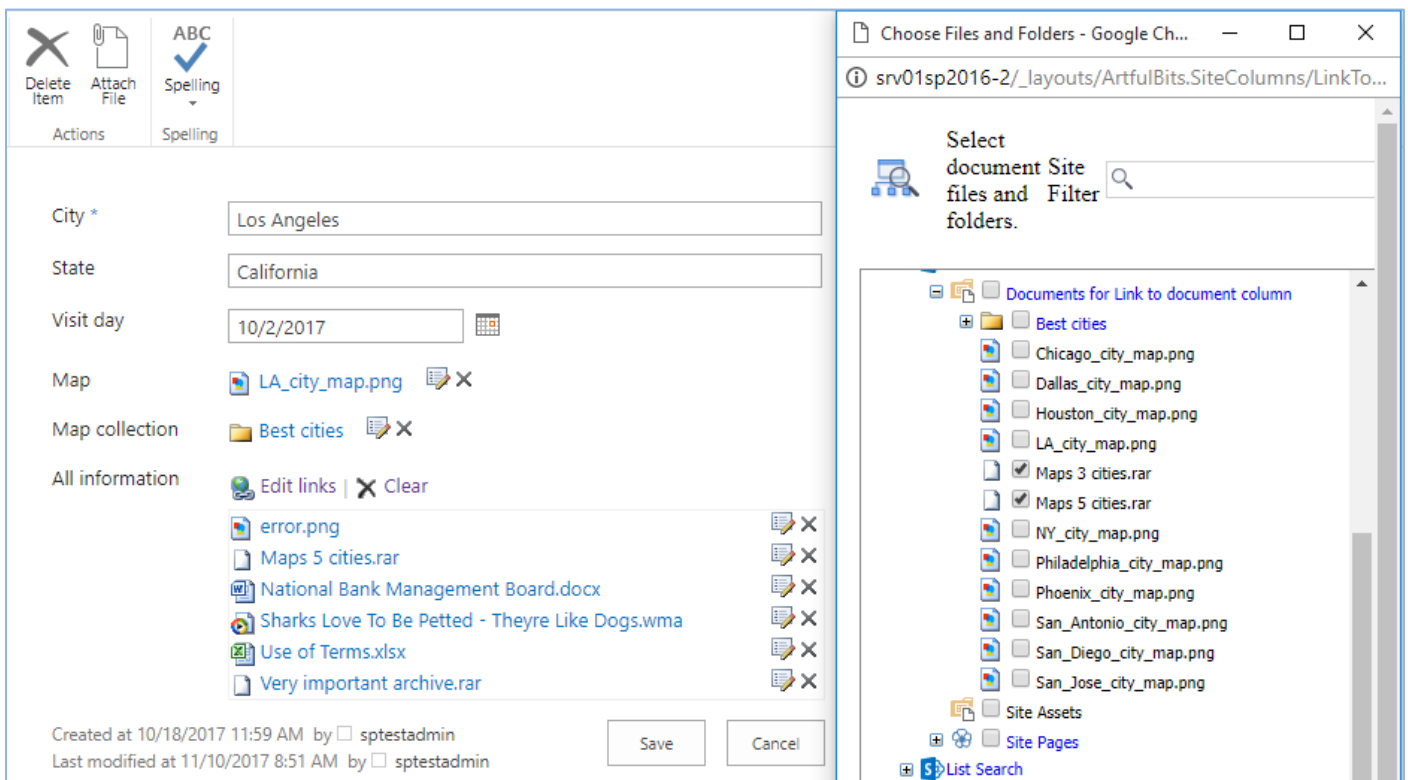
Picture 3

## How to add new value:

If column is set up to contain several references (like column in column settings on Picture 1) then this column contains toolbar with “Edit Links” and “Clear” buttons to manage reference list.

Clicking “Edit links” launches dialog with items to select (see Picture 4).

Note that the column on Picture 1 is set up to allow only file references according to the column settings. ArtfulBits Link to Document Column makes document management easier because allows uploading different types of files from any document library within site collection.



Picture 4

Project name \*

Date and Time

Project files (Files and folders) (allow multi) [Edit links](#) | [Clear](#)

- 0f84469f3bfca3e9167995fc0c2c773c.jpg
- Privacy mode.docx
- thY8YR5G3F.jpg

Link (without Allow multi-selection) (files only) [Click to add a new hyperlink](#)

Project root folder (without file type icon) (folders only)

Link to Document (without edit link title) (files only)

test

Created at 03.11.2017 13:38 by  sptestadmin  
 Last modified at 03.11.2017 14:15 by  sptestadmin

Choose File - Google Chrome

srv01sp2016-2/\_layouts/ArtfulBits.SiteColumns/LinkToDocu...

Select document file. Site Filter

- Documents
  - Test folder
  - Test folder 2
    - 62c9c42ca153c93566dcfcd3cae181e.jpg
    - active page numbers.webm
    - cart-icon (1).ogv
    - error.png
    - Sharks Love To Be Petted - Theyre Like Dogs.avi
    - Sharks Love To Be Petted - Theyre Like Dogs.mp4
    - Sharks Love To Be Petted - Theyre Like Dogs.ogg
    - Sharks Love To Be Petted - Theyre Like Dogs.wma
    - Sharks Love To Be Petted - Theyre Like Dogs.wmv
    - Sharks-Love-To-Be-Petted-Theyre-Like-Dogs.swf
    - Використання.xlsx
    - ЗАКОН УКРАЇНИ.docx
    - ПРАВЛІННЯ НАЦІОНАЛЬНОГО БАНКУ УКРАЇНИ.docx
    - ПРАВЛІННЯ НАЦІОНАЛЬНОГО БАНКУ УКРАЇНИ.pdf

Picture 5

## Release Notes

Version	Notes
v2.05 (December 13, 2016)	<b>New Features:</b> <ul style="list-style-type: none"> <li>Added SharePoint 2016 support</li> <li>Added filtering option to picker dialog</li> <li>Added Dutch locale</li> </ul>
2.0 (April 22, 2013)	<b>New Features:</b> <ul style="list-style-type: none"> <li>Added SharePoint 2013 support</li> </ul>
v1.32 (February 6, 2012)	<b>Bugs Fixed:</b> <ul style="list-style-type: none"> <li>Files and folders are sorted alphabetically in picker dialog</li> </ul>
v1.31 (September 14, 2011)	<b>Improvements:</b> <ul style="list-style-type: none"> <li>Added custom New/Edit Item forms support</li> </ul> <b>Bugs Fixed:</b> <ul style="list-style-type: none"> <li>Fixed link tooltip for Mozilla browser</li> </ul>
v1.3 (June 21, 2011)	<b>New Features:</b> <ul style="list-style-type: none"> <li>Added German localization</li> <li>Added advanced tooltip</li> </ul> <b>Bugs Fixed:</b> <ul style="list-style-type: none"> <li>Fixed links editing</li> </ul>
v1.2 (June 01, 2011)	<b>New Features:</b> <ul style="list-style-type: none"> <li>Added ability to edit link display text</li> </ul> <b>Improvements:</b> <ul style="list-style-type: none"> <li>Added support for new licensing model (ArtfulBits License Manager v1.4)</li> <li>Added "Save site as template" support</li> </ul>
v1.13 (May 13, 2011)	<b>Bugs Fixed:</b> <ul style="list-style-type: none"> <li>Fixed Access Denied error on edit links</li> </ul>
v1.12 (April 7, 2011)	<b>Bugs Fixed:</b> <ul style="list-style-type: none"> <li>Fixed File Not Found error on link click</li> </ul>
v1.11 (March 26, 2011)	<b>Bugs Fixed:</b> <ul style="list-style-type: none"> <li>Fixed JavaScript error on item edit when referenced file does not exist</li> </ul>
v1.1 (March 24, 2011)	<b>Improvements:</b> <ul style="list-style-type: none"> <li>Optimized performance</li> <li>Improved behavior when editing links for user without permissions to view file</li> <li>Improved item editing logic</li> </ul> <b>Bugs Fixed:</b>

- Fixed minor issues

## See Also



### [ArtfulBits Blog](#)

Professional Blog complements and extends SharePoint default functionality with the possibility of adding video or zoomable image and preview, providing tags for the blog entries, supporting the categorization and tags cloud, filtering the entries by category or tag, configurable global settings and many more.



### [Cascaded Lookup Column](#)

Cascaded Lookup Column allows building relationship between parent and child columns, the data selected in one field will determine the options presented in another.



### [Category Column](#)

Category Column allows tracking, organizing and grouping list items. Outlook 2007 approach for elements categorization, easy indicator color changing and using of advanced tooltip, provide a high professional component style.



### [Column Data Adapter](#)

Column Data Adapter is an extension component providing ability to use ArtfulBits Columns in Microsoft Access forms, reports and Microsoft Excel.



### [Column Permissions](#)

Column Permissions allows you to manage access to list content on column level. Permissions can be assigned for individual users and for SharePoint groups as well and are effective in forms and list views, as well as in the SharePoint Alerts, RSS, Datasheet and even during exporting to Excel and opening with Access.



### [Discussion Column](#)

Need to organize well formatted conversation in the list item without enabling list versioning? Discussion Column is the right choice. Component allows entering rich text with formatting, images, tables, hyperlinks and other features.



### [Email Web Part](#)

ArtfulBits Email Web Part allows sending e-mail messages directly from Microsoft SharePoint site. You can notify task assigned users, send gratitude or just send regular e-mail message, etc.



### [Follow-Up Column](#)

Follow-Up Column enables due date flags similar to Outlook follow-up functionality. Applying of flags to the list item allows adding of visual reminder in a natural way.





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### [Image Upload Column](#)

Quick and simple way of uploading pictures. Image Upload Column provides with ability to select a picture using file browsing dialog, upload and display it in the list view.



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### [KPI Column](#)

KPI (Key Performance Indicator) Column is simple graphical scorecards that can be used to evaluate business data against business goals. With this column you reduce risk to overlook information about the status of value.



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### [Link to Document Column](#)

Link to Document Column allows referencing files and folders placed at Document Library and provides easy and intuitive way to download files directly from column. Use this column to provide a browsing interface that allows users to browse to an object to link to instead of typing a URL.



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### [Parent Selector Column](#)

Parent Selector Column is used for organizing hierarchical relations in SharePoint list. Picker dialog allows choosing data from large lists. Standard Lookup column can be easily converted to Parent Selector column and vice versa.



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### [Password Change Web Part](#)

Password Change Web Part allows users to change their own passwords from within the SharePoint environment using standard text box interface (current password, new password and confirm new password).



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### [Password Expiration Web Part](#)

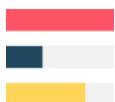
Password Expiration Web Part enables Active Directory users to be notified via Web Part interface that their passwords are about to expire. It also automatically sends out email notifications to users before the password expiration date.



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### [Professional Calendar Web Part](#)

Professional Calendar Web Part provides following key benefits: it allows combining events from different SharePoint Lists, from any SharePoint Site, in one Calendar view; allows specifying different color sets for different event sources; supports on-the-fly AJAX-enabled editing features in Outlook like style; and other enhanced functionalities.



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### [Progress Column](#)

Progress Column provides users with the ability to make SharePoint lists more visualized by displaying numerical data on the page using percentage-based progress bar. Professional progress bar style will make your SharePoint list really modern and stylish.



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### [Shopping Cart Web Part](#)

ArtfulBits Shopping Cart is intended to provide ecommerce functionality. This web part provides a possibility to exhibit items for sale, its basic information, items images, and price, choose the size or other category of item, submit an order and save order in history.

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### Video

Video Column and Video Web Part are powerful controls made for uploading, managing, linking and playing video files. These controls support variety of video files that can be uploaded from computer, or linked from SharePoint library or streamed from direct URL.

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## Remarks

Information in this document may be outdated. Please, visit <https://www.sharepoint-artfulbits.com/> for the latest product version.