

Initialize States

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Overview

This option, chosen from the actions menu on a workflow, allows you to transition all content for the associated workflow in to a specific state within that workflow.

Space Tools

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Document Management Dashboard

List [Space Workflows](#) ▼ List of Workflows that apply to all pages and blog posts in Jira Doc Project Triage.

Active	Workflow name	Scope	
<input checked="" type="checkbox"/>	HR Team approval workflow project	Space	

[+ Add Workflow](#) [Global Workflows Template](#)

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Select the desired state from the drop-down list and choose the **Initialize states** button. All content that the workflow is applied to will be transitioned to the selected state.

The workflow must be enabled for the **Initialize states** button to be visible.

When would I want to do this?

The most common use is after applying a workflow which uses [same-space publishing](#) to a large amount of already-published content in order to force it directly in to the Published (`final=true`) workflow state to ensure view only users can access it.

What are "unprocessed" pages?

When a workflow is first applied to a page in [Space Mode](#), only the link to the workflow is created (and any page restrictions, if using [Same-space publishing](#), are applied). The page (or blog post) itself won't actually transition in to the initial workflow state, despite it appearing that way when you look at the [Workflow Status Bar](#). If you look at the [Activity Report - Content](#) for such pages, you'll see that there are no workflow-specific entries listed. These pages are referred to as **"unprocessed"**.

As soon as any workflow-related action occurs, such as changing states or working on tasks, new entries will be added to the Activity Report and the page will be considered **"processed"** by the workflow.

Override current state

By default, only unprocessed pages will be affected when you initialize workflow states. If you tick the **"Override current state" checkbox**, the transition will also be applied to content that is considered "processed".

See also:

- [Confused States - Grey Circle](#)
- [Administrator state override](#)

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