Tutorial 06. Prepend, Overwrite or Append Fields

Sometimes you might want certain values to overwrite what is already in Workfront.

Sometimes you might want to keep what is already in Workfront, and either append or prepend additional details to the existing value.

When might I use this?

In Tutorial 01 we described a real-world company we worked with who would make hundreds of changes to a spreadsheet, then upload the most recent values into Workfront. One of the columns was a comments field. They wanted to continue using the comments field for documenting historical updates, but didn't want to accidentally remove the previous text. They also preferred that the previous text not clutter up their spreadsheet – have the staff only provide new comments as necessary.

In the example above, the column heading was flagged to prepend any comment text in front of any value that already exists in Workfront.

How does it work?

To have values overwrite, have no prefix in the column heading.

To have values prepended (placed in front), use the "PREPEND~" prefix in the column heading. If the Workfront value already starts with the text in the spreadsheet, no update occurs; it will not be prepended multiple times.

To have values appended (placed at end), use the "APPEND~" prefix in the column heading. If the Workfront value already ends with the text in the spreadsheet, no update occurs; it will not be appended multiple times.

Prepend and Append are only valid for text fields.

The syntax

C
Description
This description will overwrite what is in Workfront

C
PREPEND~Description
This description will prepend to what is in Workfront

C
APPEND~Description
This description will append to what is in Workfront