
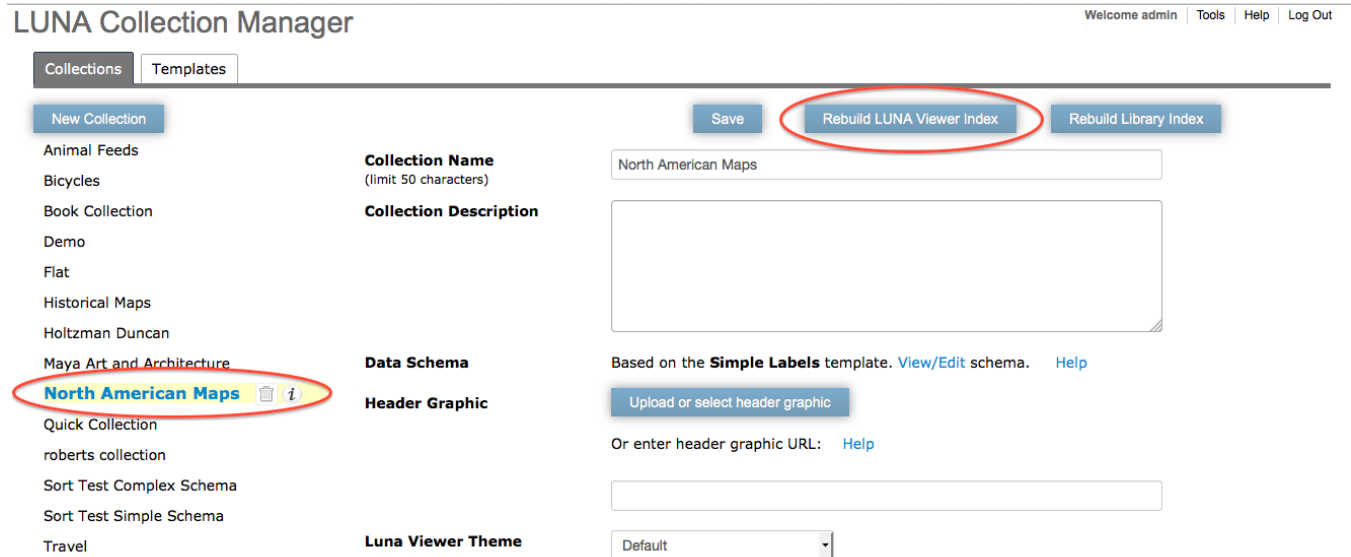


Rebuild LUNA Viewer Index

The **Rebuild LUNA Viewer Index** button should only be applied if changes are made to the settings for Who, What, When, Where category fields. Or, if you notice a discrepancy between the data in the LUNA Library and what's appearing in the LUNA Viewer. We recommend doing this during off peak hours.

 This can take a significant amount of time, several hours with large collections (50,000)+. As it's rebuilding, the content will slowly start to show up in blocks of 500. Do not rebuild more than one large collection at a time.



To **Rebuild LUNA Viewer Index** using the Collection Manager, open the Collections tab and select the collection you want to rebuild. Click the **Rebuild LUNA Viewer Index** at the top of the page.



LUNA Collection Manager Welcome admin | Tools | Help | Log Out

Collections | Templates

New Collection | Save | **Rebuild LUNA Viewer Index** | Rebuild Library Index

Animal Feeds
Bicycles
Book Collection
Demo
Flat
Historical Maps
Holtzman Duncan
Maya Art and Architecture
North American Maps  
Quick Collection
roberts collection
Sort Test Complex Schema
Sort Test Simple Schema
Travel

Collection Name
(limit 50 characters)
North American Maps

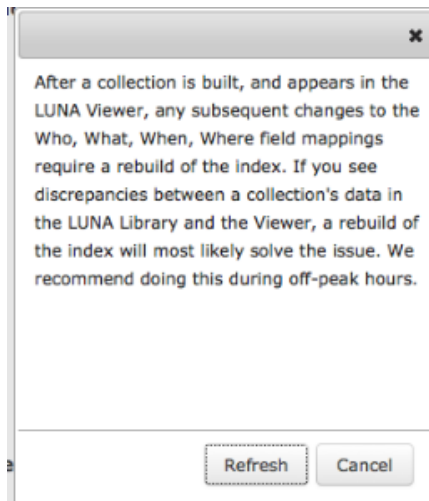
Collection Description

Data Schema
Based on the **Simple Labels** template. [View/Edit schema.](#) [Help](#)

Header Graphic
[Upload or select header graphic](#)
Or enter header graphic URL: [Help](#)

Luna Viewer Theme
Default

Next, you will be presented with a dialog box. To continue with the process of rebuilding the LUNA Viewer index click the **Refresh** button.



After a collection is built, and appears in the LUNA Viewer, any subsequent changes to the Who, What, When, Where field mappings require a rebuild of the index. If you see discrepancies between a collection's data in the LUNA Library and the Viewer, a rebuild of the index will most likely solve the issue. We recommend doing this during off-peak hours.

[Refresh](#) [Cancel](#)

The following message will be displayed as the Viewer index is being rebuilt. Click the **Close** button to exit the dialog box.



This collection's index is being rebuilt in the LUNA Viewer. This may take some time depending on the size of your collection and the speed of your server.

Close