


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	Collection Name (limit 50 characters)	North American Maps
Bicycles	Collection Description	
Book Collection	Data Schema	Based on the Simple Labels template. View/Edit schema. Help
Demo	Header Graphic	Upload or select header graphic
Flat		Or enter header graphic URL: Help
Historical Maps		
Holtzman Duncan	Luna Viewer Theme	Default
Maya Art and Architecture		
North American Maps  		
Quick Collection		
roberts collection		
Sort Test Complex Schema		
Sort Test Simple Schema		
Travel		

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