

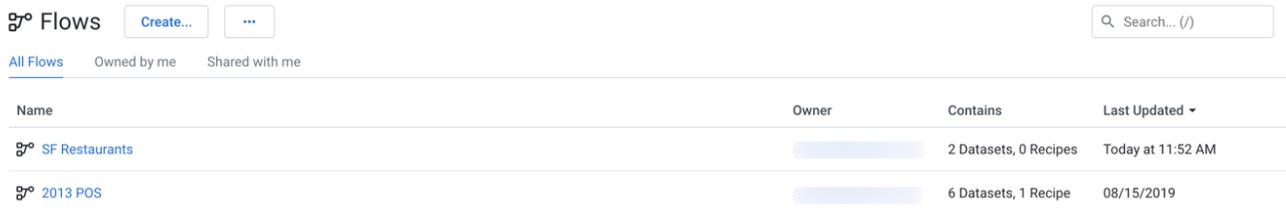
# Flows Page

The Flows page displays the flows to which you have access and lets you create, review, and manage them. A **flow** is an object for bringing together and organizing the datasets, recipes, and other objects that you use to generate your results.

**NOTE:** Access to the Flows page in the application and privileges on flows is governed by roles in your workspace. For more information, please contact your workspace administrator.

- To create a new flow, click **Create Flow** . To rename the new flow, click the `Untitled` value at the top of the page. See *Create Flow Page*.
- You can only see flows to which you have access in your currently selected project or that have been shared with you.

You can organize your flows into folders. A **folder** is simply a container for your flows. To create a folder, click **Create**. Then, select **Create Folder**. For more information, see "Flows" below.



The screenshot shows the 'Flows' page interface. At the top left, there is a 'Flows' header with a 'Create...' button and a menu icon. A search bar is located at the top right. Below the header, there are tabs for 'All Flows', 'Owned by me', and 'Shared with me'. The main content is a table with the following columns: Name, Owner, Contains, and Last Updated. Two flows are listed: 'SF Restaurants' and '2013 POS'.

Name	Owner	Contains	Last Updated
<a href="#">SF Restaurants</a>		2 Datasets, 0 Recipes	Today at 11:52 AM
<a href="#">2013 POS</a>		6 Datasets, 1 Recipe	08/15/2019

**Figure: Flows Page**

## Columns:

- **Name:** The name of the flow.
  - Click the flow name to review the flow, its datasets, and its recipes. See *Flow View Page*.
- **Shared:** Click this link to see the users with whom the flow has been shared. A value of 2 `Users` or more indicates that the flow has been shared. An empty column indicates that you are the owner of the flow and have not shared it with anyone else. See *Share Flow Dialog*.
- **Datasets:** Count of datasets and recipes in the flow.
- **Last Updated:** Timestamp for the last time that the flow was modified.

## Actions:

- **Create:** From the Create menu, choose to create a flow or a folder for holding flows.

- For more information on creating a flow, see *Create Flow Page*.
- For more information on folders, see "Folders" below.
- **Import:** From the context menu, select **Import Flow** to import a flow into this instance. See *Import Flow*.
- **Search:** To search flow names, enter a string in the search bar. Results are highlighted immediately in the Flows page.
- **Sort:** Click a column header to sort the display by the column's entries.

### Flow options:

The following options are available on the right side of a flow's entry:

- **Share:** Enable other users to collaborate on your flows with you or create copies of your flow for their personal use. See *Share Flow Dialog*.
- **Rename:** Change the name and description of the flow.
- **Schedule:** To add a scheduled execution of the recipes in your flow:
  1. Define the scheduled time and interval of execution at the flow level. See *Add Schedule Dialog*.
  2. Define the scheduled destinations for each recipe through its output object. These destinations are targets for the scheduled job. See *Flow View Page*.
- **Email notifications:** Configure types of jobs that generate success or failure emails and who receives the messages. See *Manage Flow Notifications Dialog*.
- **Optimization settings:** You can configure optimizations of your job executions of your flow. For more information, see *Manage Flow Advanced Settings Dialog*.
- **Duplicate:** Create a copy of the flow. The copied flow is owned by the user who copied it.
- **Move:** Move the flow to a new or existing folder. See "Folders" below.
- **Export:** (Available to flow owner only) Export the flow from Dataprep by Trifacta . For more information, see *Export Flow*.
- **Delete:** Delete the flow.

**Deleting a flow removes all recipes and related objects contained in the flow. If copies of these objects exist in other flows, they are not touched. Imported datasets are not deleted by this action.**

For flows that have been shared with you, this command removes your access to them. To regain access, the owner of the flow must share it with you again.

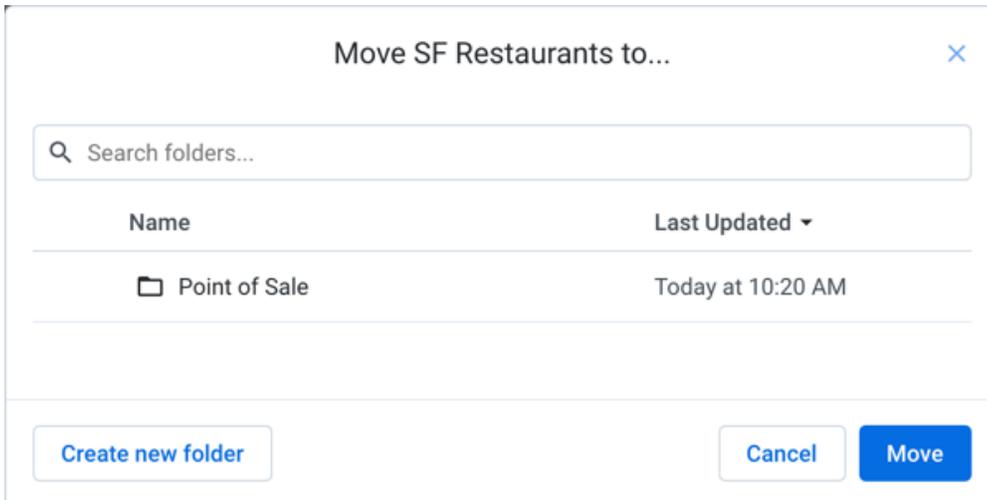
### Shared with me tab

If other users have shared flows with you, you can access them through the Shared with Me tab. Available options are very similar to the Owned by Me tab.

When a flow is shared with you, you are a collaborator in the flow. There are a few restrictions on how you can interact with a shared flow and its assets. See *Overview of Sharing*.

### Folders

You can use folders to organize your flows. For example, you can use folders to group flows by project, by source of data, or by other meaningful grouping.



**Figure: Moving a flow to a folder**

**Limitations:**

- Each flow in a folder is an independent object. Permissions can vary between flows in a folder and should be reviewed after adding them.
- You can only move flows that you own.
- You cannot create nested folders.
- You cannot share folders or modify permissions at the folder level.
- Folders cannot be exported and imported.

**Actions:**

- To create a folder, click the **Create** button. Then, select **Create Folder**. Enter a name and description for the folder. These values appear in the application. Click **Create**.

**Tip:** When you move a flow, you can optionally choose to create a new folder for it.

- To move a flow to a folder, select **Move** from the context menu on the right side of the screen for the flow.
  - To move the flow, select the name of the flow. Click **Move**.
  - To search folder names, enter your search string in the Search textbox.
  - To move the flow into a new folder, click **Create new folder**. Enter a meaningful name and description for the folder. Select **Move to new folder**.
- To delete a folder, select **Delete Folder** from the context menu on the right side of the screen.

**This step deletes the folder and all flows within it. This step cannot be undone.**

**Folder options:**

For folders, the following options are available in the context menu.

- **Import flow:** Import the exported flow to Dataprep by Trifacta®
- **Edit Folder name and description:** Change the name and description of the folder.
- **Delete Folder:** Delete the folder and all flows within it.

**Deleting a folder also removes any flows within it. This action cannot be undone.**