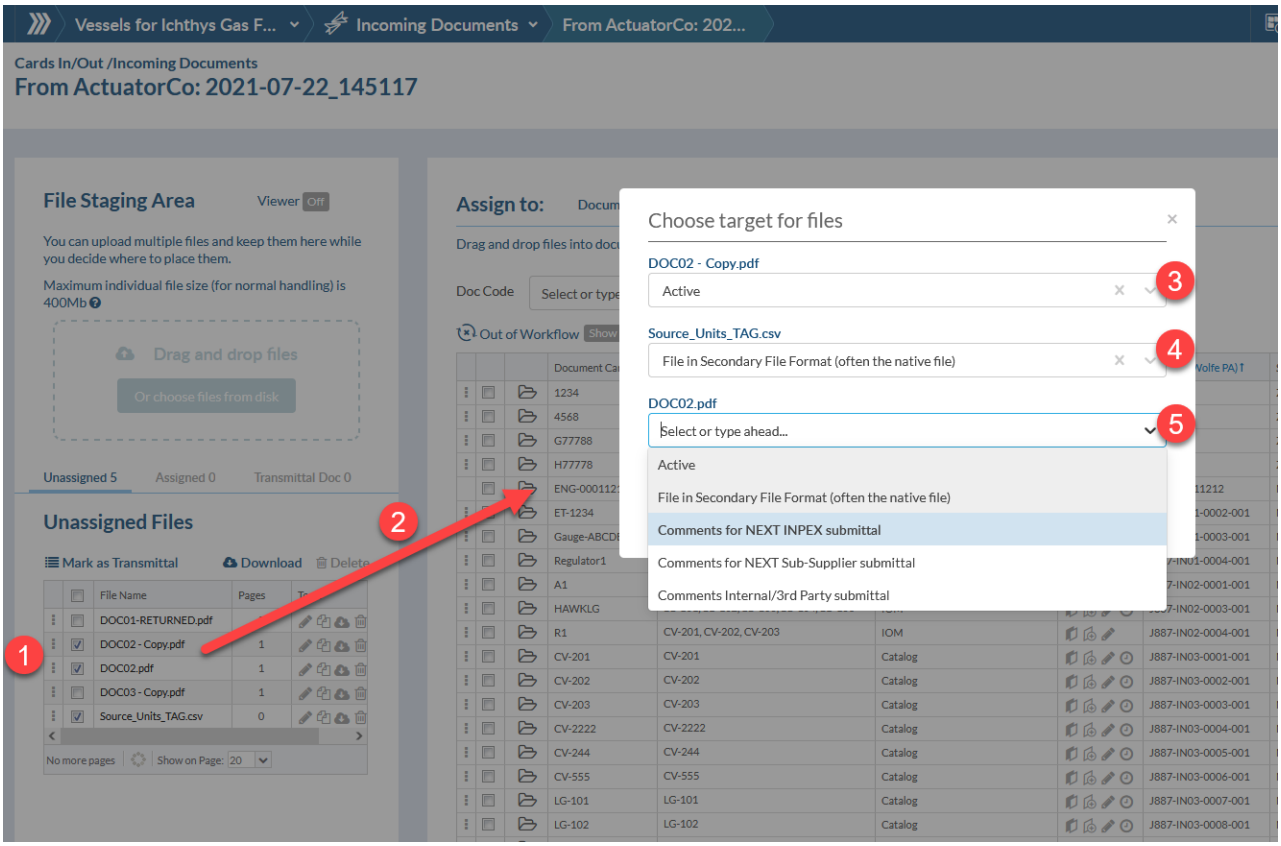
Assigning Multiple files to a card

10/14/2025 3:31 pm MDT

Assign active, native AND comment files from the file staging area (multi drag/drop)

When assigning files, if the user multi-selects 2 or more files and drags them onto a card, DocBoss will ask for the destination for each file. This allows you to upload comment and native files into the staging area, and include them to the card with one action.



1. Select files to assign to the card
2. Drag files onto card
3. Select the destination for each file
    - Primary (Active) file
    - Native file
    - Comment file (3 options)

> Assigning multiple files can also be achieved in bulk following the steps outlined in this article:Assign Primary and Native Files in Bulk.