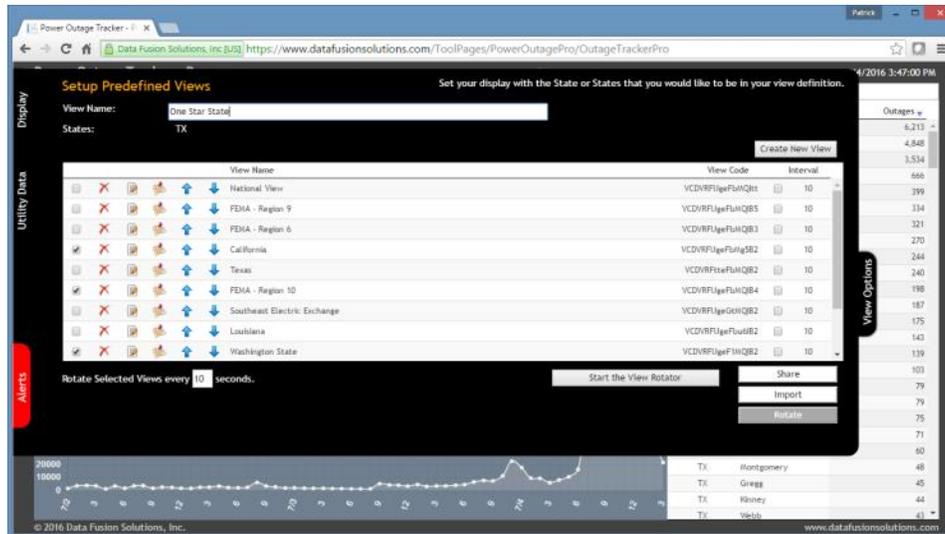


# Sharing Views

We have created a way to share views that you have setup with other users within or outside of your organization. Views are shared by sending other users a code which includes all of the views that you would like to share.

There are now options available in the View Options tab, below the list of views.



If you click the “Share” option, you can choose the views that you would like to share. Click the checkbox next to each view code (not the one on the left of each row, which is for the view rotator). Once you have each one selected, click “Create Import String”. This will put a long code in the box below the button. Just cut and paste that into an email message and send it to whomever you want.



When the other users receive the email they just need to copy this code and in the “View Options” tab, they will click “Import”, paste the string into the input box, and click “Import Views”. A copy of the views will now be created on their account.

