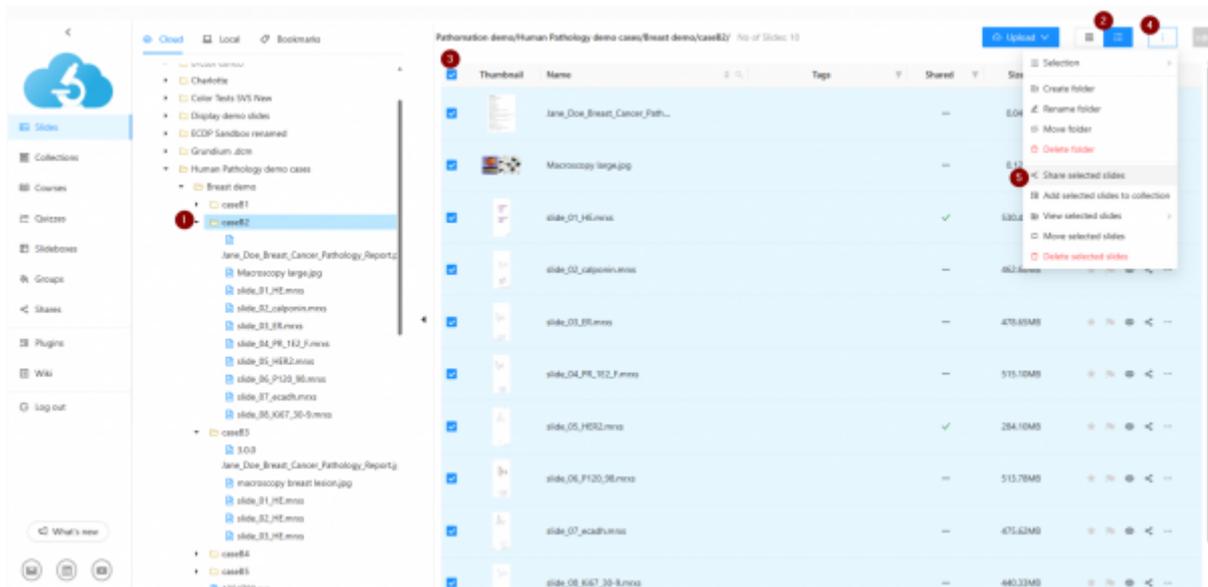


# How to Share Cases

These steps explain how to share a case that exists as a folder in the file tree.

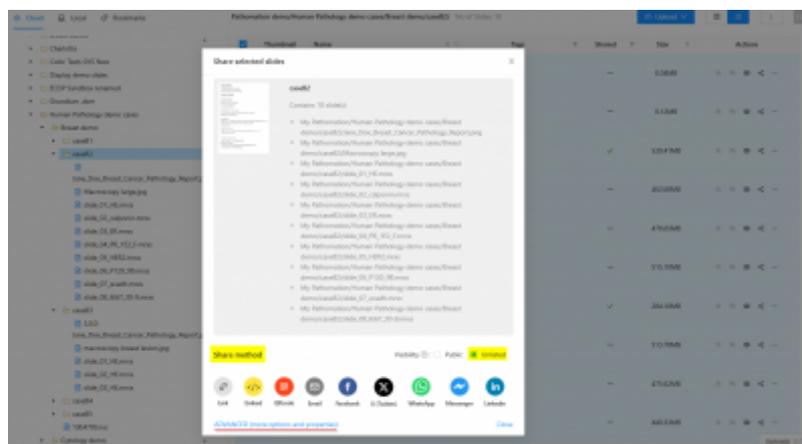


(1) From the slides sidebar, select the case folder in the file tree view (2) Work in List view for ease of use (3) Select the folder tickbox (4) Click the ... icon to see more menu options (5) Select Share selected slides

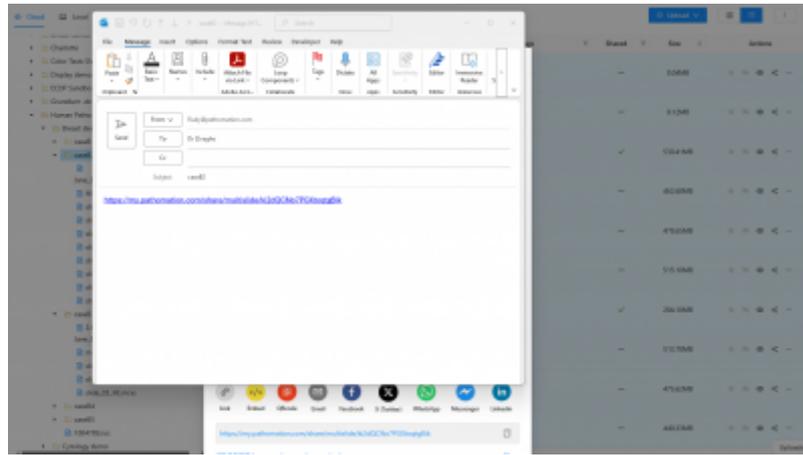
A menu opens that allows you to name the share, by default the folder name appears



Select the Sharing method you want to use



Then the selected application will open on your laptop and you can send for example your email



Remember that in the Sharing Method step you control access to your share.

You can also change the visibility of your share. **Unlisted shares** can only be accessed by users with a valid link. **Public shares** can be accessed with direct links, and additionally are accessible from public listings, meaning that anyone can view them. Choose the option(s) that best suit your needs.

By clicking on “ADVANCED (more options and properties)” you can finetune your share. You can password-protect, set an expiration date, and modify viewport options to your needs. For example hide barcodes if present.

### Advanced sharing

My Pathomation/Slide3.jp2

Share method Visibility:  Public  Unlisted

Link Embed QRcode Email Facebook Twitter WhatsApp Messenger LinkedIn

**Share options**

Password-protect the share:

Put an expiration on the share:

**Viewport options**

Channels: Default  De fault

Time frame: 1 / 2

Z-stack: 2 / 2

Overview: Visible  Collapsed

Dimensions control: Visible  Collapsed

Barcode: Visible  Collapsed

Rotation control: Visible  Collapsed

Filename: Visible  Collapsed

Scale line: Visible  Collapsed

Snapshot button: Visible

Color adjustments: Visible

Watch our explanatory video here [https://youtu.be/Y73I7nm\\_8d8](https://youtu.be/Y73I7nm_8d8)

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