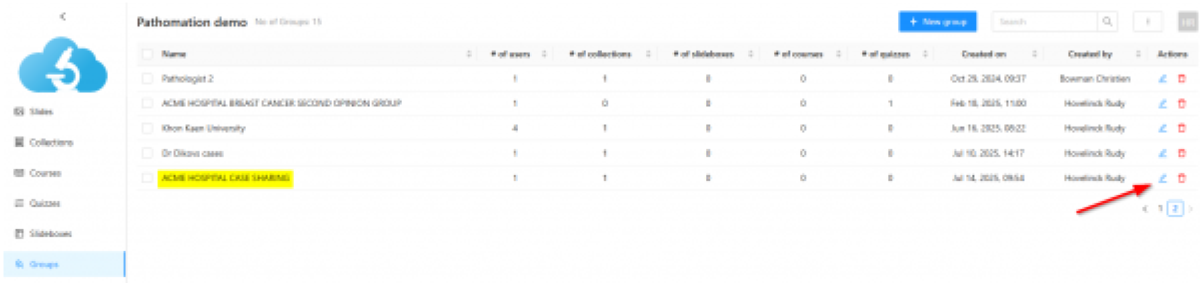
How to Assign Content

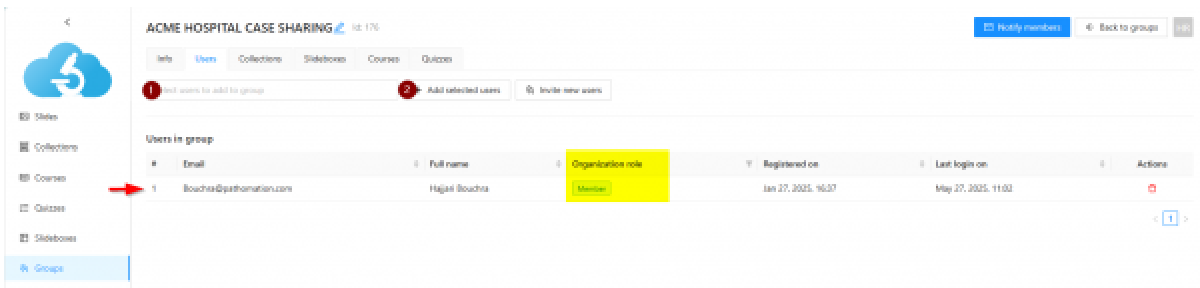
Content can be made available to some or all of your users via Groups.
This allows you to manage several different Case reviewers and Case Collections all via the same interface. Here you will see the steps to create a 1/1 relation between a Case Collection and the person assigned to review it. You only need to set this up once, the workflow for case review will link access for new cases added to your Collection automatically to the assigned reviewer.

Walkthrough

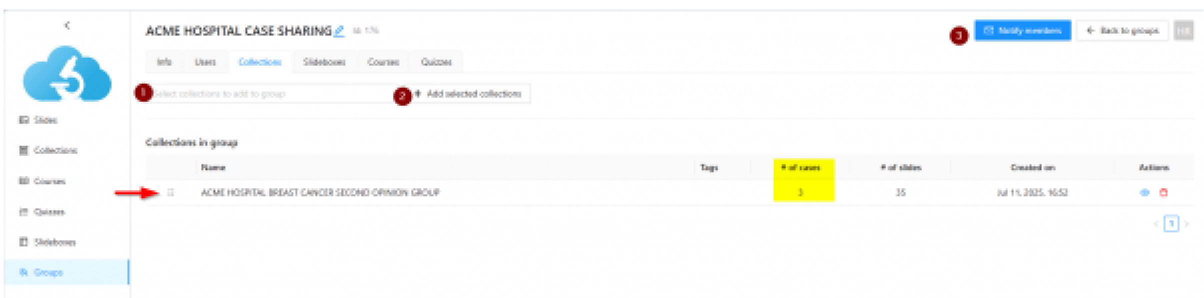
Start from the Groups side bar. You can create a group with the + New group button. In the example below there is a group called 'Acme Hospital Case Sharing Group' which you can edit.



First add your Case reviewer in the user tab. Since you want to restrict access for the user to only this Case Collection workflow, remember to give the 'Member' user rights. Read more here License and User Management



Now decide which Case collection or Case Collections you'd like to share, click on the Collections tab in the menu and add the Collection(s). You can select content from the dropdown menu, or start typing to search for the content you want to add.



The content will now appear for your users.

If you would like to, you can notify all group members about the new content using the blue 'Notify members' email button at the top.