Collections Overview

A Collection is a way of **managing access to items** in a Shared Vault. Collections are only available in **Shared Vaults**.

Create a Collection within your Shared Vault to share items with members of the vault. You can **Edit Collection Information** after creation.

Add Member Access to the Collection and assign them permissions to limit what they can and cannot do. **Edit Member Access** or **Remove Member Access** from a collection.

Add Items to a Collection that you wish to share with other members of the collection.

Remove Items from a Collection if you no longer wish to share them with other members of the collection.

Use Nested Collections to organize your Collections.

Delete a Collection if it is no longer needed. Items within the Collection will not be deleted.

If an item is no longer assigned to any Collections, it is added to the **Unassigned Collection**.

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