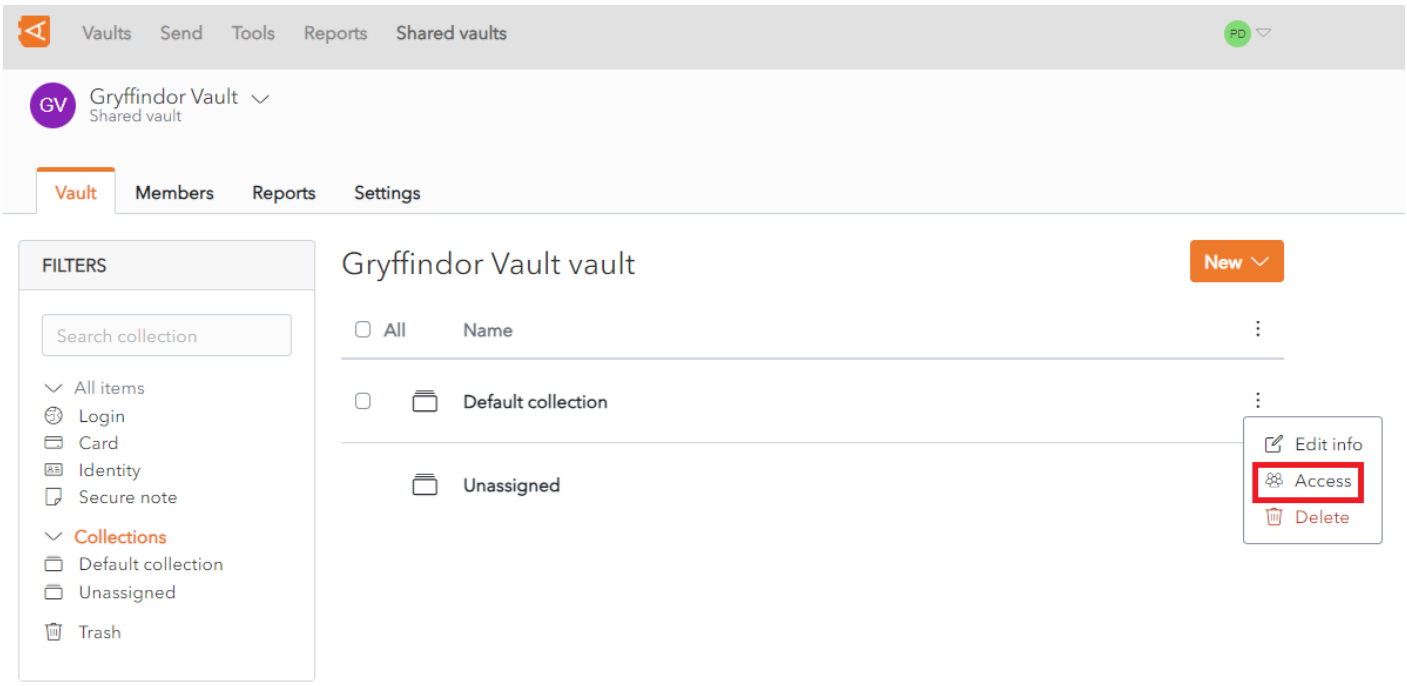
Manage Member Access to Collection

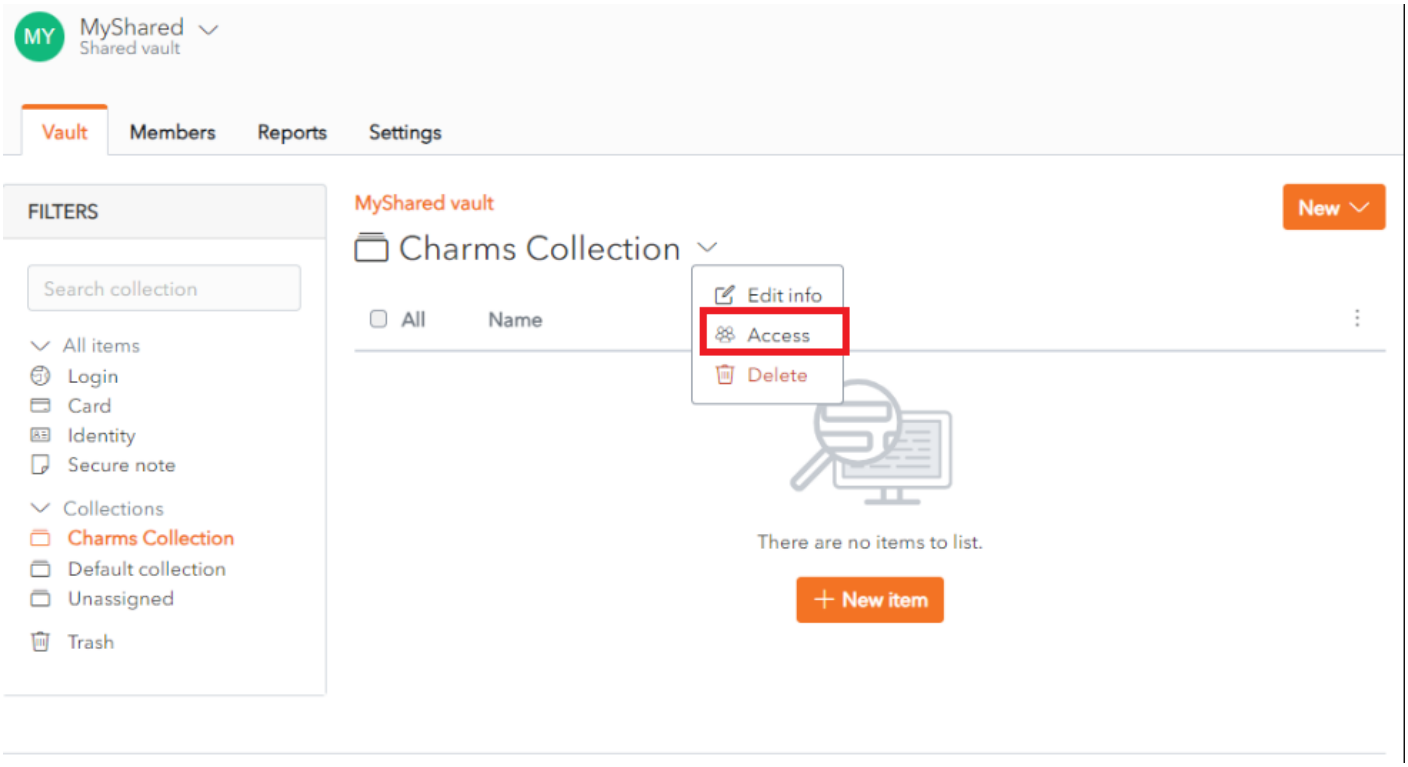
From the Shared Vault Screen, the Collections List is displayed by default.

Click the ⋮ **More button** beside a Collection. A context menu is displayed.

Click the **Access** link.



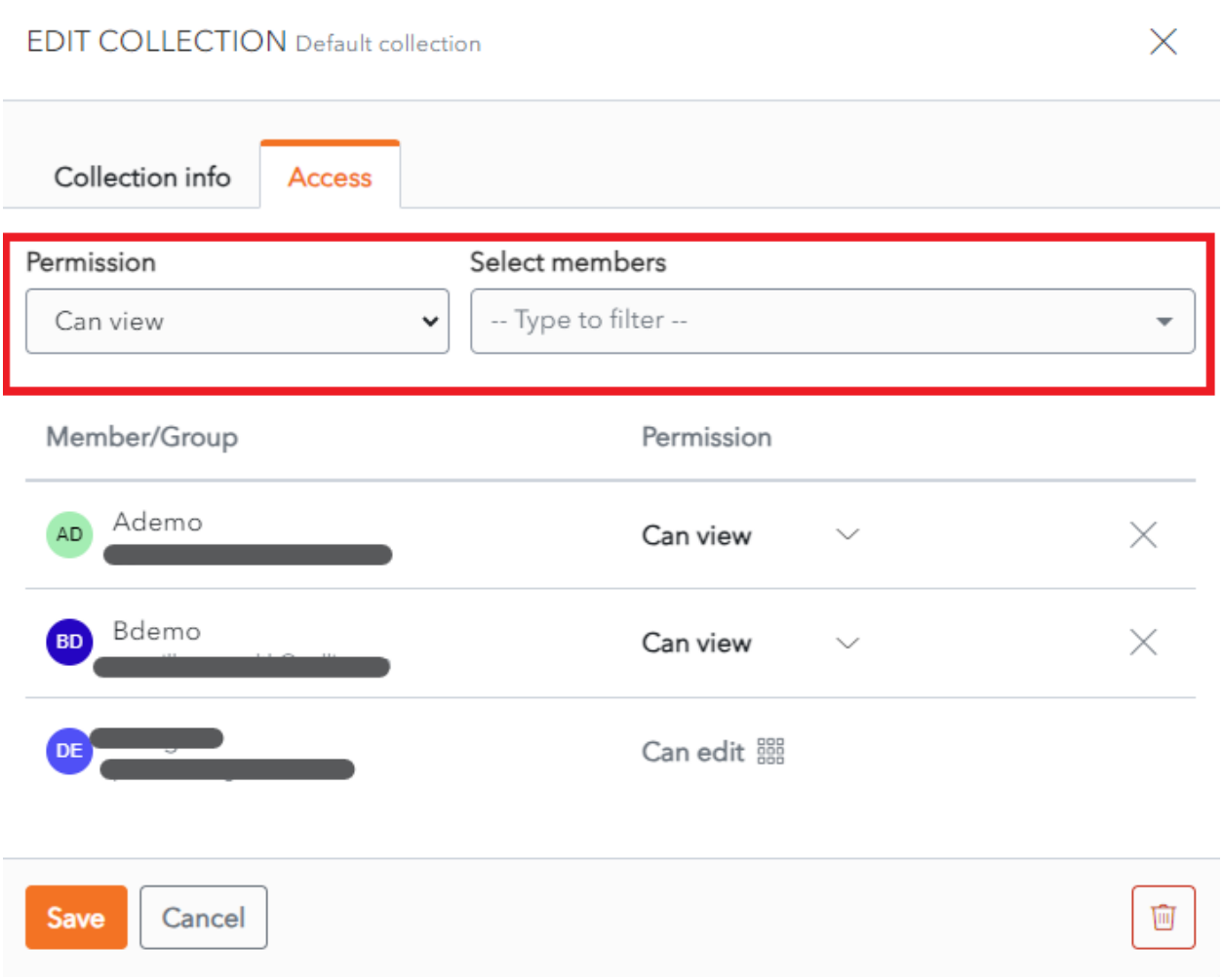
Alternatively, the Edit Collection Screen can also be accessed from the Collection Screen by clicking the ⌄ **More button** beside the **Collection Name**, then clicking the **Access link** in the context menu.



The **Edit Collection Screen** displays with the **Access tab** open.

Grant Member Access

To **Grant a Shared Vault Member Access** to a Collection, select the **Permission** and **Select members.**



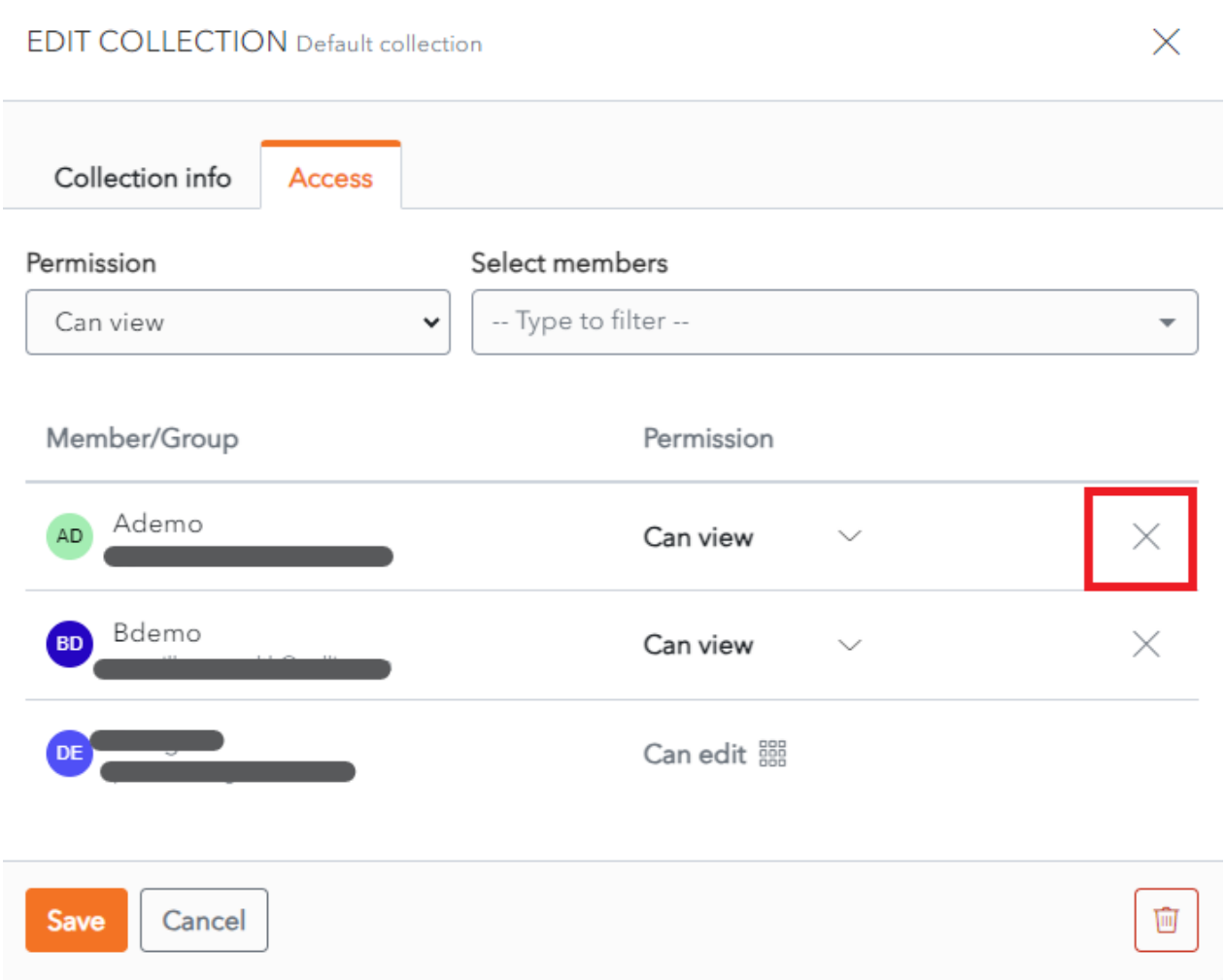
Click the **Enter** button. The Member is **added** with the **permission selected**.

Click **Save** to save changes.

Alternatively, click **Cancel** to cancel the operation.

Remove Member Access

To **remove access** to a Collection, click the **X button** beside the Member in the Member List.



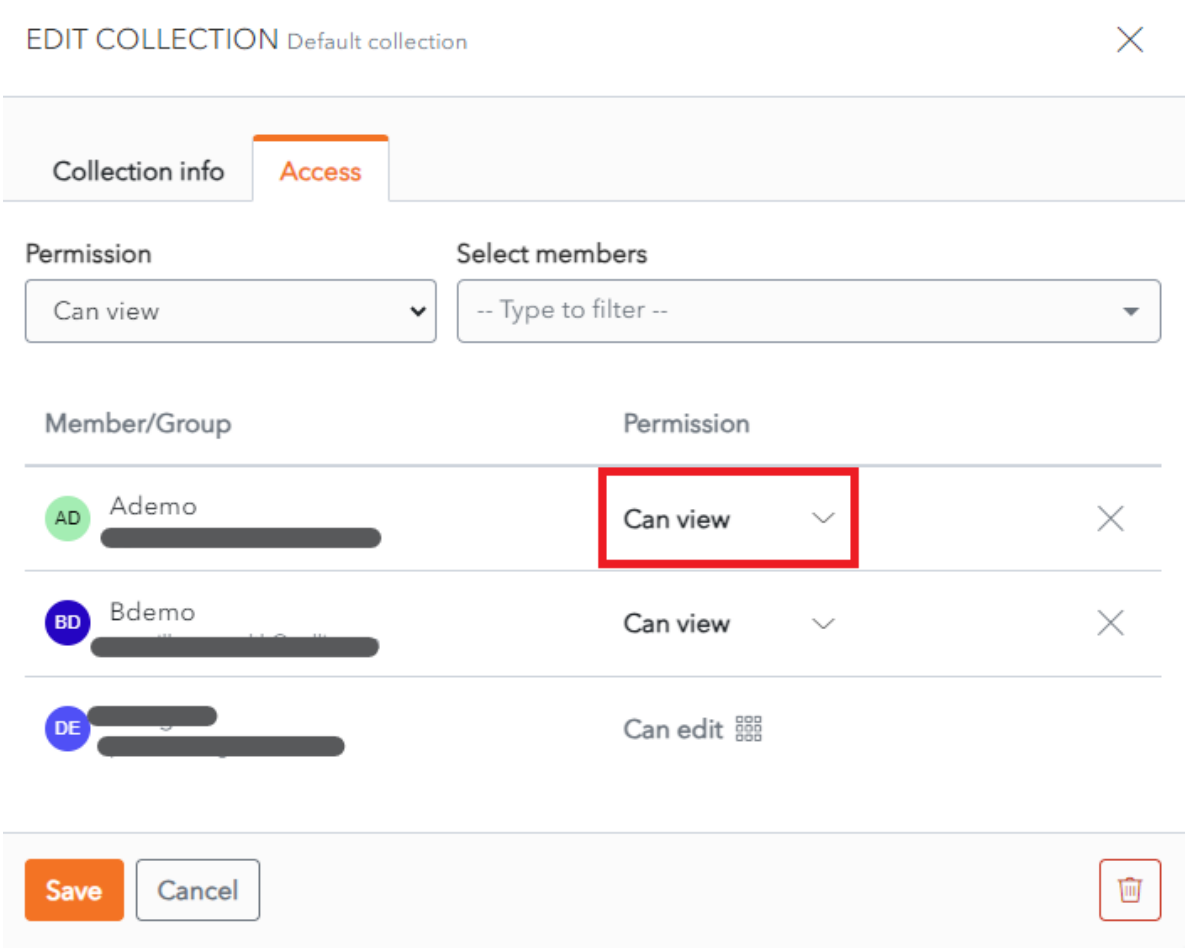
The **Member** is **removed** from the **Collection**.

Click **Save** to save changes.

Alternatively, click **Cancel** to cancel the operation.

Edit Member Access

To **Edit a Member Access** to a Collection, change the Permission in the **Permission dropdown**.



Click **Save** to save changes.

Alternatively, click **Cancel** to cancel the operation.

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Created 27 November 2023 14:52:48 by WALLIX Admin
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