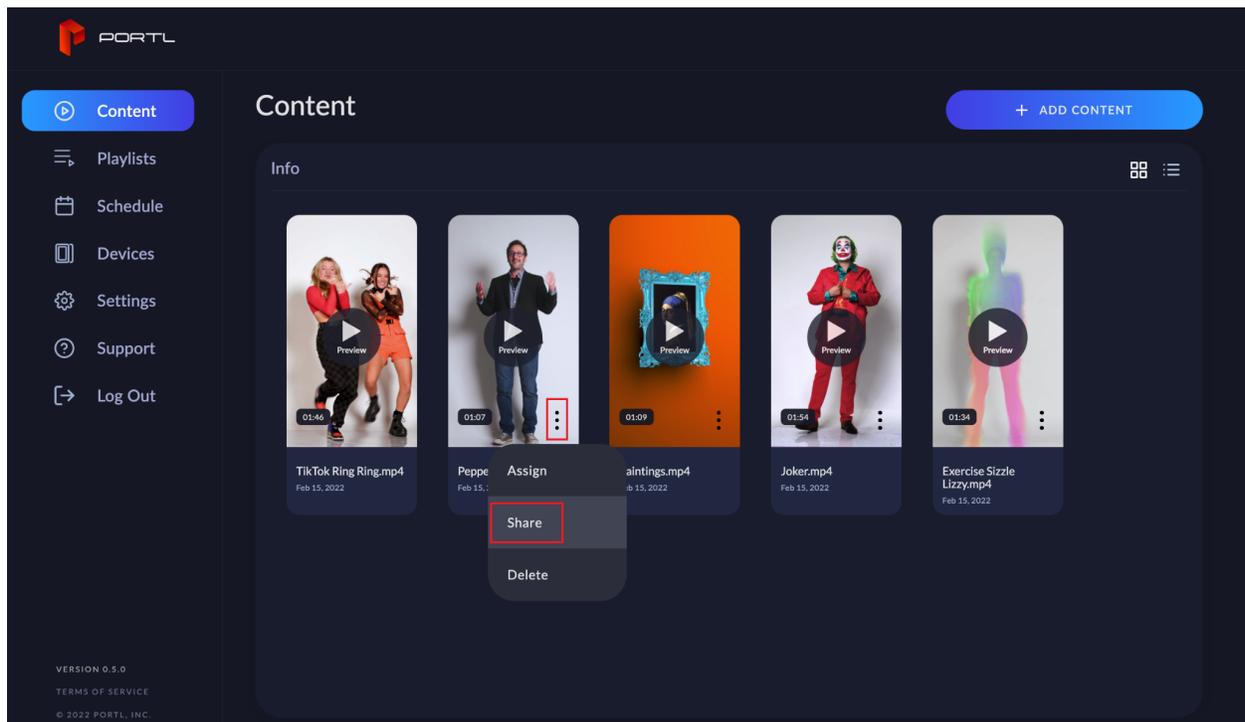# Sharing Content and Playlists to Other PORTL Cloud Account Users

v2.22.22

Sharing Content

1. Log into your PORTL Cloud account
2. Click the three dots on the piece of content you want to share, and select share on the dropdown menu

3. Once the next pop-up menu appears, type in the email address of the cloud account you want to share the content with and press "Enter" on your keyboard.
4. Finally you can click "Send" to invite the user as a guest to your content! The user will receive an email notifying them that you shared a piece of content to their account.

Note: Guests can freely assign, unassign, or play content you've shared with them to their own PORTLs!

Sharing Playlists

Sharing a playlist is exactly the same as sharing an individual piece of content. You select the three dots to bring up the options and select share. Follow the same steps as listed above and you will be able to share playlists with other cloud account users.