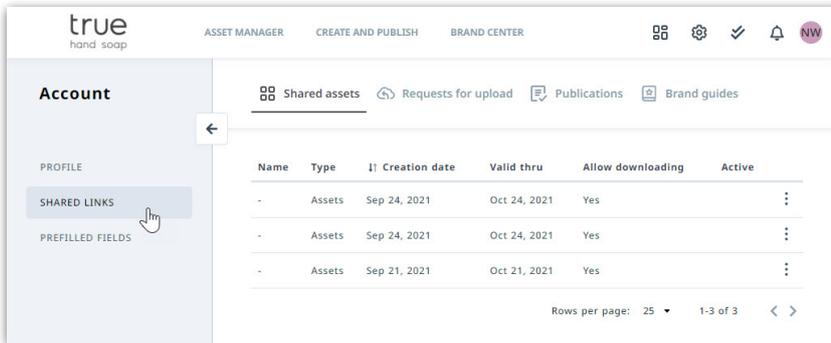


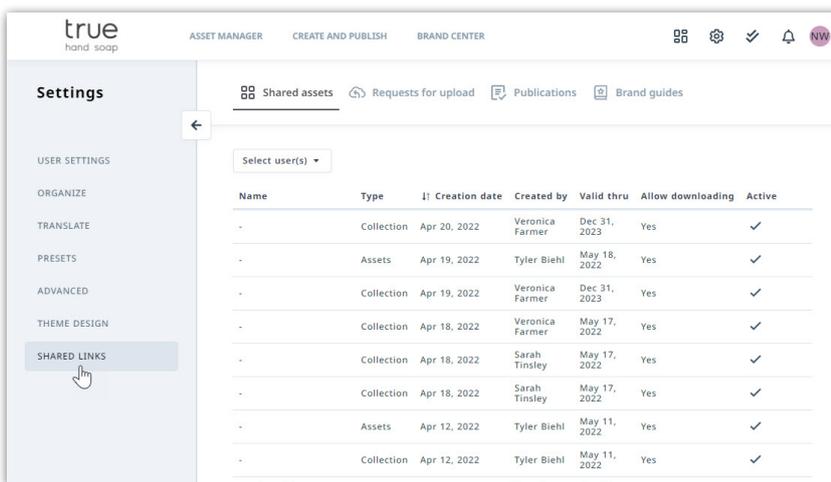
# Shared Links

Published on 04/26/2022

Creating links can be done from various places in Lytho, each link having its own purpose. Whether you want to share assets, brand guides, publications, or request that someone upload new assets, these links will have some variable settings.

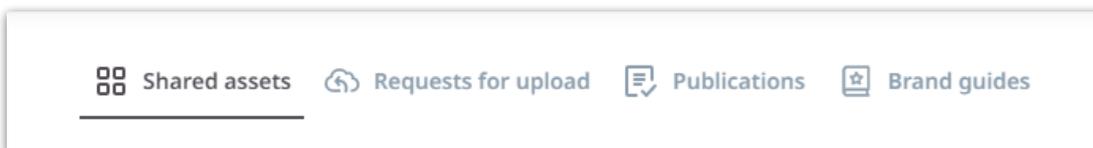


If you have sufficient rights in Lytho, shared links can be managed throughout the whole system in Account Settings within the **SHARED LINKS** tab.



Within both shared link spaces you have the following menu options to view what has been shared:

- **Share assets**
- **Requests for upload**
- **Publications**
- **Brand guides**



Within each space you have the ability to view and sort by Name, Type, Creation date, Created by, Valid thru, Allow downloading, and Active.

Select the header name to sort by that data point in ascending or descending order.

Shared assets Requests for upload Publications Brand guides

Select user(s) ▾

Name	Type	↑↓ Creation date	Created by	Valid thru	Allow downloading	Active
-	Collection	Apr 20, 2022	Veronica Farmer	Dec 31, 2023	Yes	✓
-	Assets	Apr 19, 2022	Tyler Biehl	May 18, 2022	Yes	✓
-	Collection	Apr 19, 2022	Veronica Farmer	Dec 31, 2023	Yes	✓
-	Collection	Apr 18, 2022	Veronica Farmer	May 17, 2022	Yes	✓
-	Collection	Apr 18, 2022	Sarah Tinsley	May 17, 2022	Yes	✓
-	Collection	Apr 18, 2022	Sarah Tinsley	May 17, 2022	Yes	✓
-	Assets	Apr 12, 2022	Tyler Biehl	May 11, 2022	Yes	✓

Hover over a shared link and click the actions menu to the far right to Edit, Visit link, or Delete.

Shared assets Requests for upload Publications Brand guides

Select user(s) ▾

Name	Type	↑↓ Creation date	Created by	Valid thru	Allow downloading	Active
-	Collection	Apr 20, 2022	Veronica Farmer	Dec 31, 2023	Yes	✓
-	Assets	Apr 19, 2022	Tyler Biehl	May 18, 2022	Yes	✓
-	Collection	Apr 19, 2022	Veronica Farmer	Dec 31, 2023	Yes	✓
-	Collection	Apr 18, 2022	Veronica Farmer	May 17, 2022	Yes	✓
-	Collection	Apr 18, 2022	Sarah Tinsley	May 17, 2022	Yes	✓
-	Collection	Apr 18, 2022	Sarah Tinsley	May 17, 2022	Yes	✓

When an asset has been downloaded, there will be an additional option, **Link details**, that shows how many times this link has received a download and which of the assets have been downloaded.

Link details

Creation date	Valid thru	Active	Allow downloading
Jun 21, 2022	Aug 7, 2323	✓	✓

1 out of 1 asset(s) downloaded Download date Jun 24, 2022 UTC



2 out of 2 asset(s) downloaded Download date Jun 24, 2022 UTC

1 out of 1 asset(s) downloaded Download date Jun 21, 2022 UTC

Cancel



Manage your personal links from your profile within the **SHARED LINKS** tab.

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