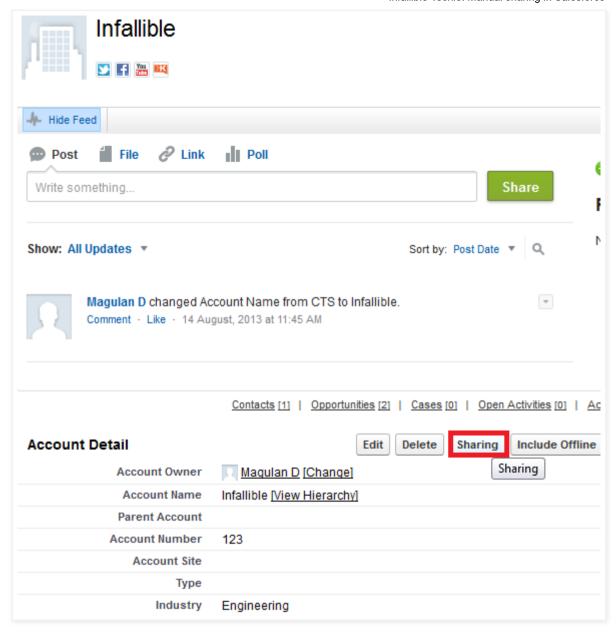
Manual sharing in Salesforce

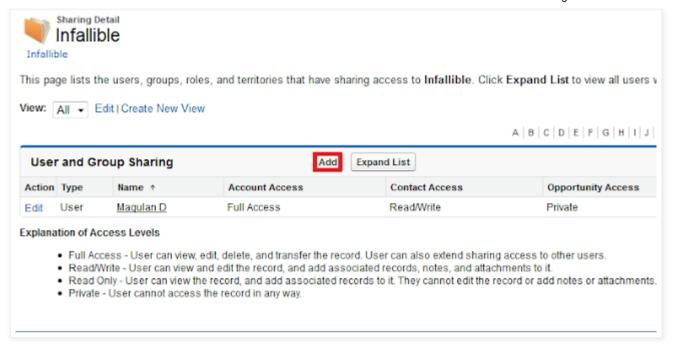
Manual sharing allows users to grant one-off access to their individual records for users, roles, and public groups.

Manual sharing is available:

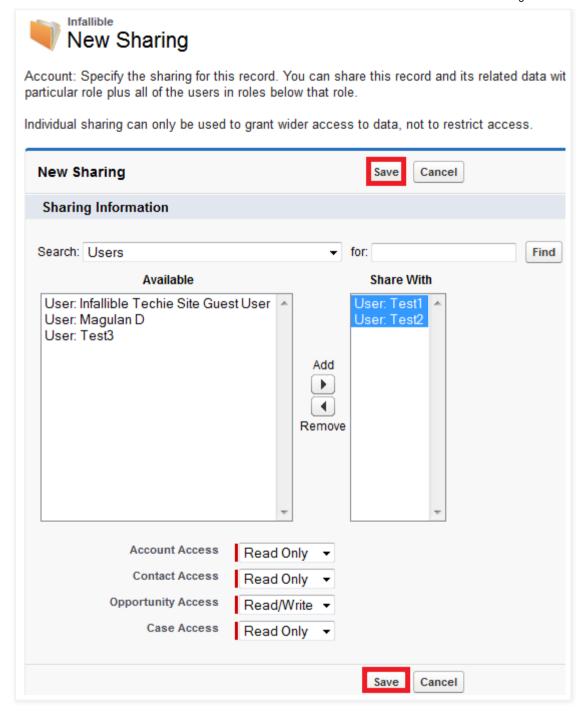
- 1. To the record owners, their managers in the role hierarchy, and administrators.
- 2. For objects set as public read-only or private in organization-wide defaults.
- 1. Click "Sharing" button.



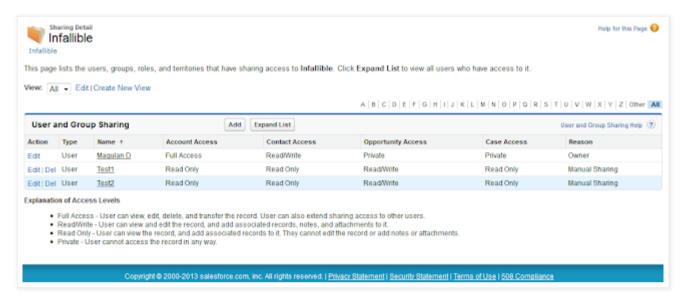
2. Click "Add" button.



3. Select the users and access.



Output:



The users who can manually share records are

- 1. Record Owner.
- 2. Administrator.
- 3. User above the role of the Record Owner's role.

Note:

You cannot manually share a contact which not linked to an account.