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Section: Sharing

Sharing Vizia Decks (Reporting)

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For seamless reporting, you can share your Vizia decks with third-parties via an emailed link so they can easily and conveniently access the data without a Vizia login. The shared links will stay live for a year and your deck will offer live, continuously updated data so your stakeholders can revisit the deck for fresh insights whenever they need them. At any time, you can choose to manually revoke access to the shared link if needed.

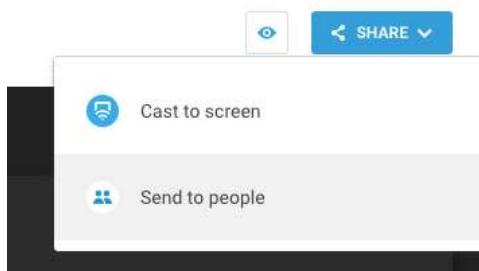
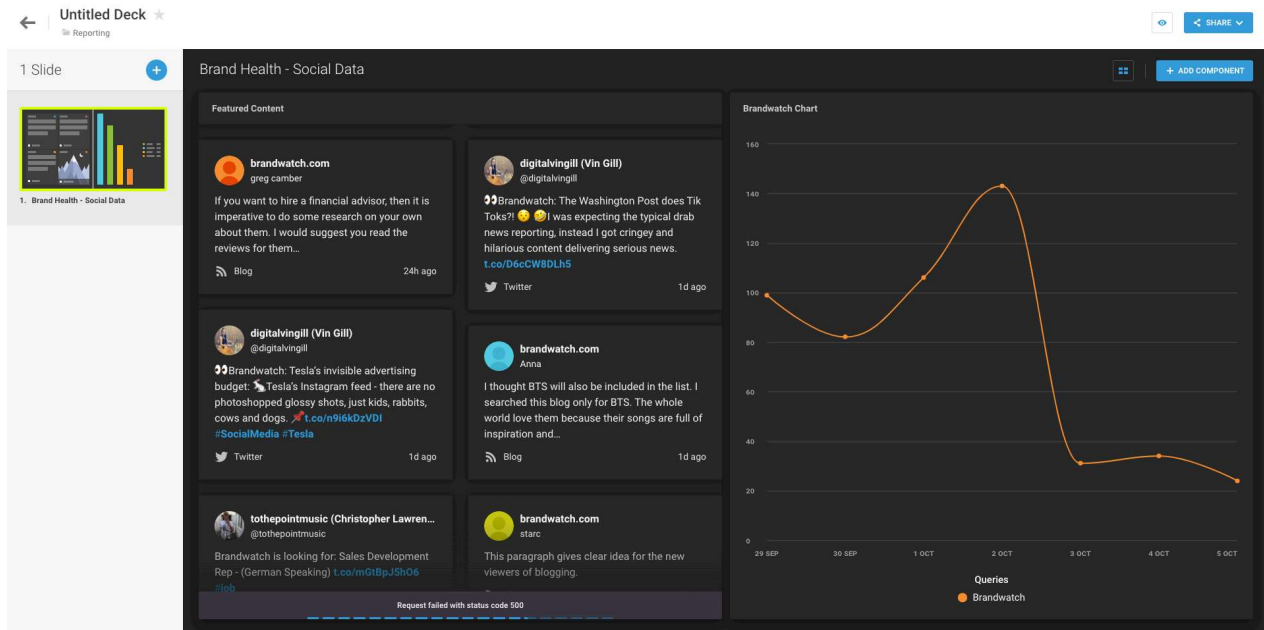
Please contact your Customer Success Manager (CSM) to learn more about adding Vizia sharing to your subscription.

Benefits of Vizia sharing

- Live, continuously updated data for one year via a shared link (no need for automated reports)
- Shared to the email addresses of your choice (no Vizia login required to access)
- Completely secure (shared users cannot forward email links and you can revoke access at any time)
- Viewer and slide metrics

Sharing Vizia decks

1. In Vizia, open the deck you would like to share and click **Share > Send to people** in the top-right corner.



2. Input the names and email address of the people you would like to send the deck to, then click the **Share with** button at the bottom of the window. You can input emails one by one, or copy and paste a list of email addresses. The list must be email address only and each email address must be separated by a comma or semicolon.

Send to People

Send an interactive deck that others can engage with

Email Private Link

Enter emails here

swilson@brandwatch.com X

Add multiple email addresses by separating with a comma or a space

Message REMOVE

PARAGRAPH B I

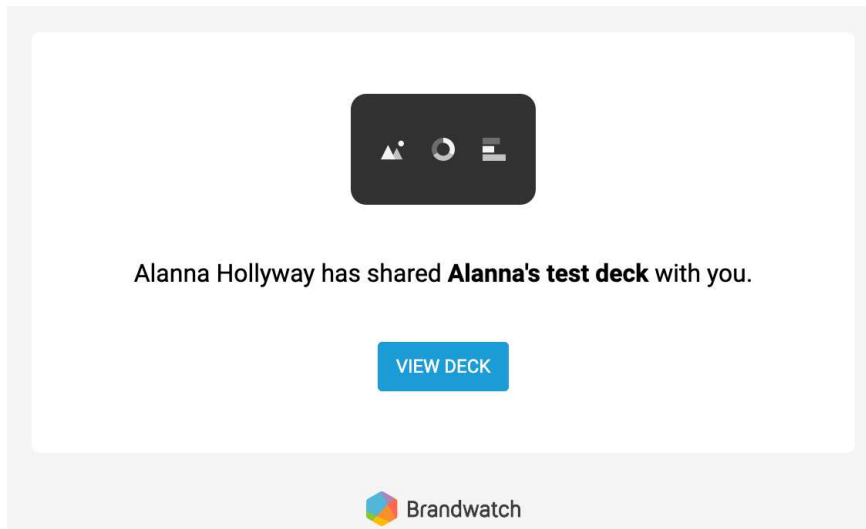
Hey,

Check out the latest results. Let me know what you think!

CANCEL SHARE WITH 1 PERSON

3. Your email list will receive similar to the below example. It will have the sender's name and deck name in the email. The recipient will not require a password to view the deck

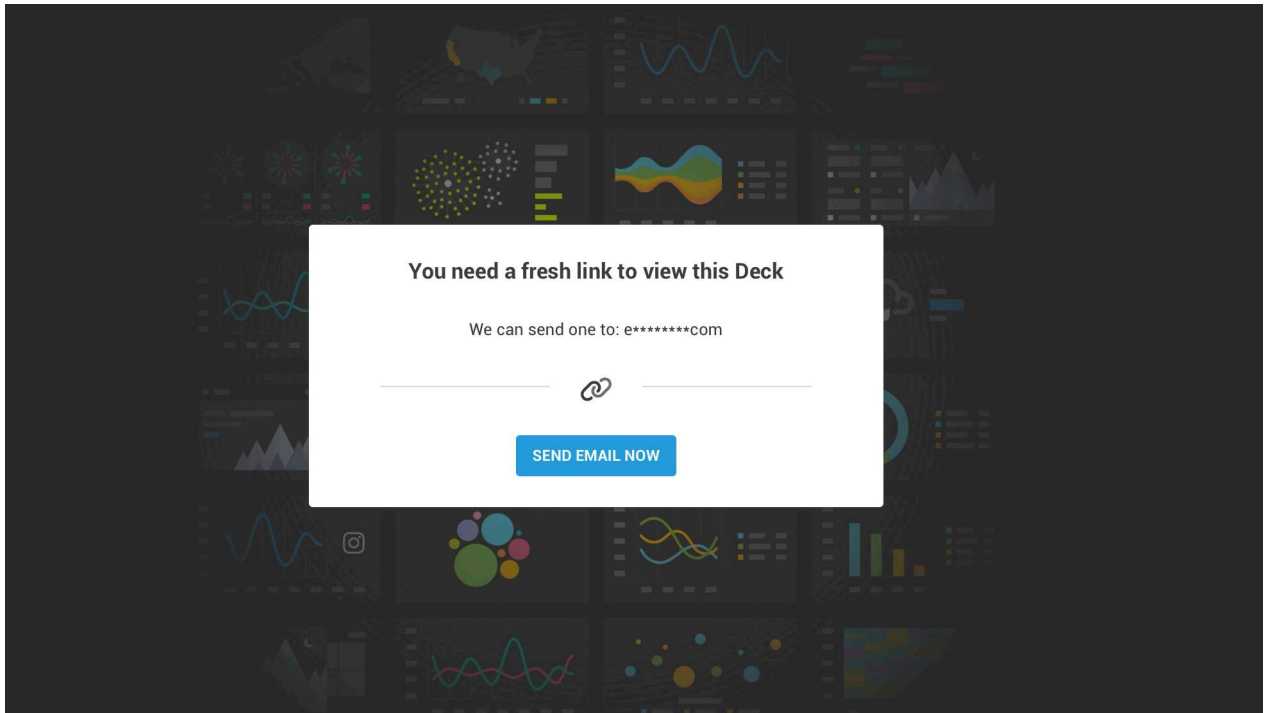
and can access it on demand for up to 12 months or until you revoke access.



4. The report interface contains the necessary controls to view the content. It also include the name of the report and the access to the message which was originally included.



Note: If the recipient would like to view the report on additional devices or browser, they can request additional email links for each device.



After you have invited people to view your deck, you can see who has viewed the deck and how many times in the Share by Email menu, or in the Admin interface.

Share by email BETA

✕

Emailed links are:

ON OFF

●

50

493

1650

+ INVITE MORE PEOPLE

RESEND INVITE REMOVE

Email	Views
<input type="checkbox"/> alexandra@brandwatch.com	21
<input type="checkbox"/> benhall@brandwatch.com	8
<input type="checkbox"/> chelsea@brandwatch.com	21
<input type="checkbox"/> ctay@brandwatch.com	18
<input type="checkbox"/> davidbr@brandwatch.com	6
<input type="checkbox"/> design@brandwatch.com	3
<input type="checkbox"/> emma@brandwatch.com	22

If you would like to stop people from accessing the deck, toggle the **Emailed links** option to **Off**.

Emailed links are:

ON OFF

You can resend or remove specific people from the list by ticking the checkbox beside the email address.

+ INVITE MORE PEOPLE

RESEND INVITE REMOVE

Email	Views
<input checked="" type="checkbox"/> alexandra@brandwatch.com	21
<input checked="" type="checkbox"/> benhall@brandwatch.com	8

FAQs

Is sharing Vizia decks secure?

Yes, Vizia decks are completely secure to share. Once the emailed link has been clicked, it can only be used on that device. You also have the ability to switch off shared access to your deck in the event of an emergency.

Can I send a deck to people outside of my organization?

Yes, as long as they have an email address.

Can a person view a deck more than once using a shared link?

Yes, the person can access the deck as many times as they need to. The shared link will be live for one year by default or until you revoke access to it. We suggest that your shared users bookmark the link so it is easy to access it on their device.

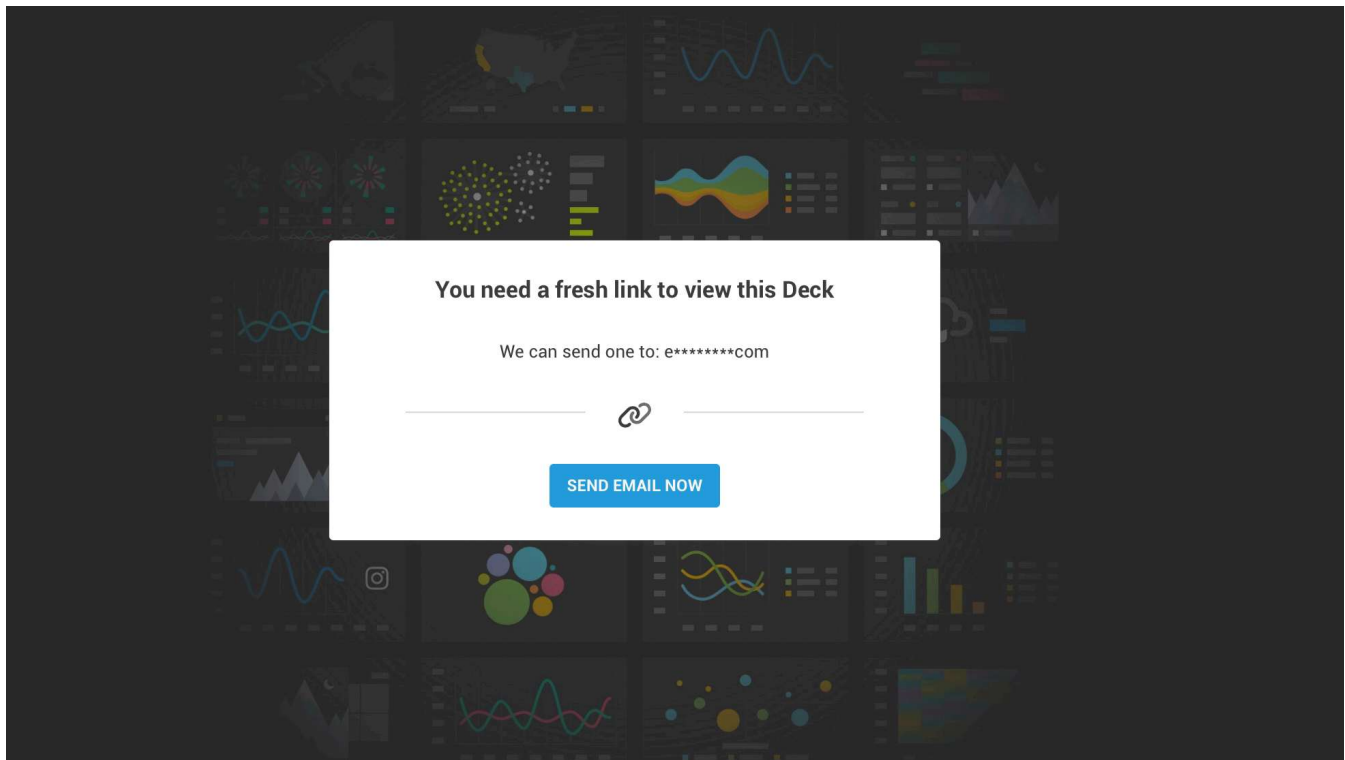
What happens if someone forwards the deck to another address?

The shared link is designed to be accessible to the sent user only. This means that the link will not work if it is forwarded to another person. The link drops a unique cookie on the user's device so they can only access the link on that device specifically.

Why can't a shared user use this link on multiple devices?

For security, we have designed a shared link to be usable by the sent user on one device only. However, if a user tries to open their shared link on a new device, they will be prompted to

generate a new email link so they can access the deck on that device specifically.



What devices can a shared link be viewed on?

Shared Vizia decks have been optimized for mobile consumption, which means they can be viewed across laptop, tablet, and mobile devices.

Can I share a deck to a mailing list?

At this time, sharing decks to mailing lists is not supported.

Is the data live?

Yes, the data for your shared Vizia deck is live and all changes will be reflected in real-time so your stakeholders can access fresh data from the deck whenever they need it.

What browsers are shared decks supported on?

Shared Vizia decks can be accessed on Chrome, Firefox, Edge, and Safari. Vizia administration is supported on Chrome only.

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