

# How to Share Facilitator View

## FAQs

### What is 'Share Facilitator view'?

'Share Facilitator view' is a Note Wall feature that provides a simple yet powerful way to focus the entire group's attention by enabling a Facilitator to set the wall view that attendees see.

### How does 'Share Facilitator view' work?

When a Facilitator turns on 'Share Facilitator view', every attendee's wall (regardless of role), shows the same filters, display view, sort criteria, and/or search criteria the Facilitator who turned on 'Share Facilitator view' has on their wall.

Turn off 'Share Facilitator view' when it's no longer needed so that attendees regain full access to their individual wall settings. Any Facilitator can turn off 'Facilitator Share view' regardless of who turned it on.

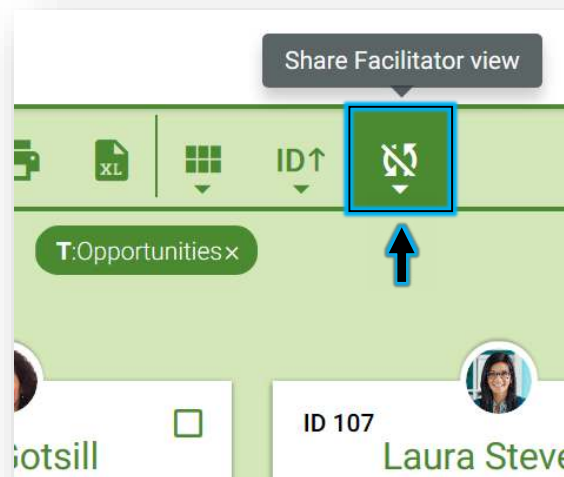
1.

Go to 'My Walls' and select 'RUN'.



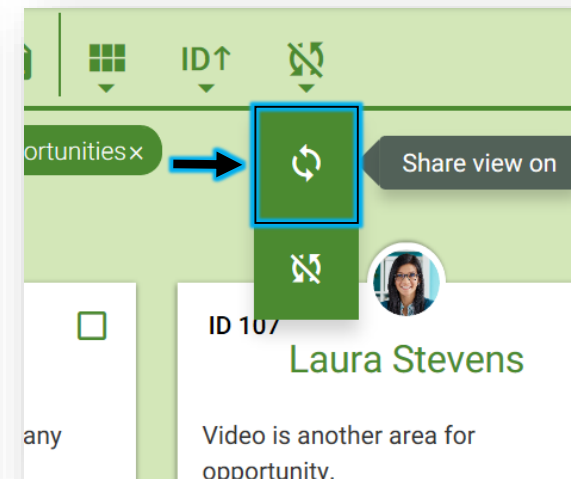
2.

Select any desired filters, display view, sort criteria or search criteria. Then select 'Share Facilitator view' to open a drop down menu.



3.

Select the 'Share view on' icon.

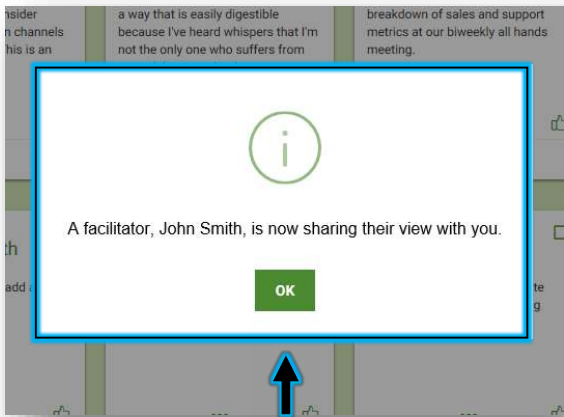


# How to Share Facilitator View (cont'd)

4.

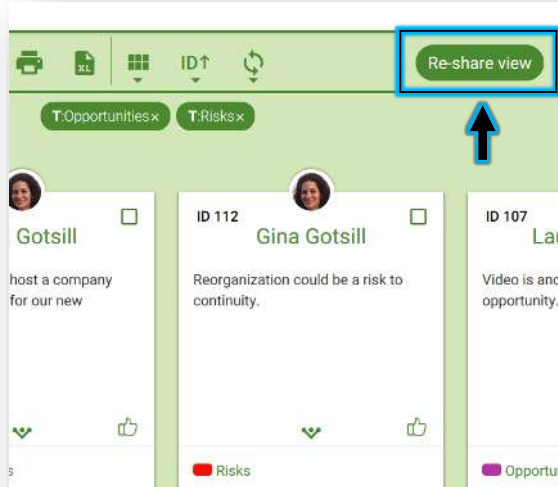
Everyone present at your wall will be notified that you have turned on 'Facilitator Share view'.

(Note: Participants can still add notes and like & interact with shared notes.)



5.

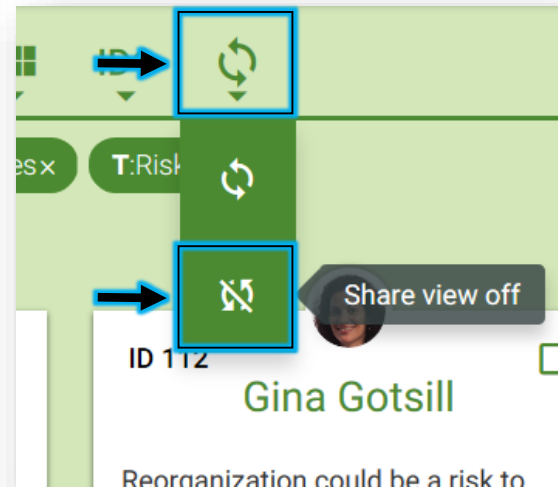
If you modify your wall after turning on 'Facilitator Share View', a 'Re-share view' notification bubble will appear. Select it to re-share your most current view.



6.

Select 'Share Facilitator view', then select 'Share view off' to turn off 'Share Facilitator view'.

(Note: Any Facilitator has the ability to turn 'Share view off'.)



7.

Everyone present at your wall will be notified that you have turned off 'Facilitator Share view'.

