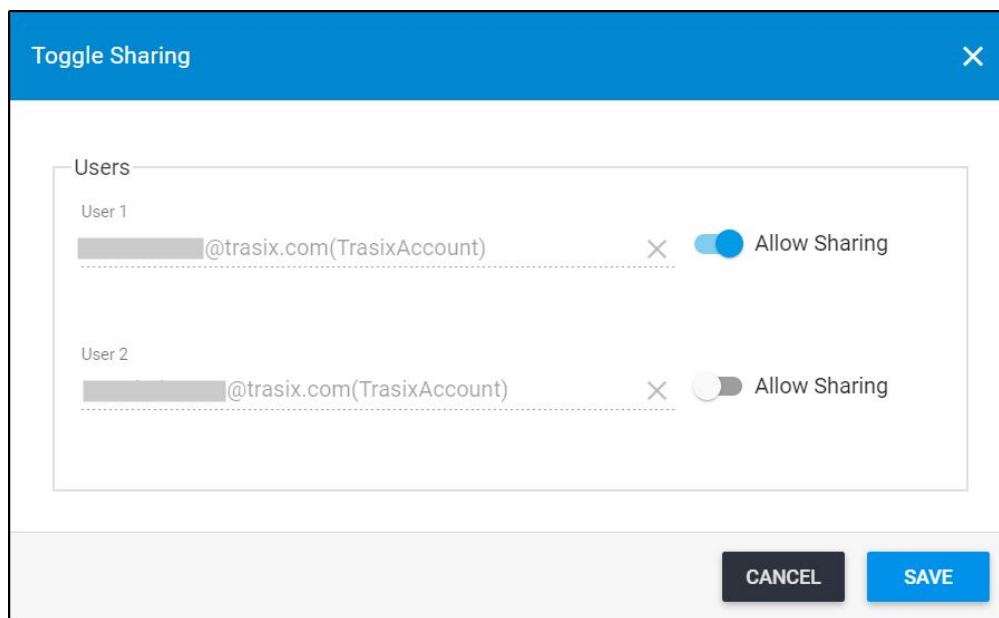


## Toggle sharing

You can allowing the user to share the folder or not by selecting Toggle sharing from the Actions menu next to it, or selecting the checkbox next to the user(s) then clicking the respective button, the following window appears:



The image shows a 'Toggle Sharing' dialog box with a blue header bar containing the title 'Toggle Sharing' and a close button (X). The main content area is titled 'Users' and contains a list of two users. Each user entry consists of a label (User 1, User 2), a text field containing an email address (e.g., [redacted]@trasix.com(TrasixAccount)), a small 'X' icon, and a toggle switch labeled 'Allow Sharing'. For User 1, the toggle switch is turned on (blue). For User 2, the toggle switch is turned off (grey). At the bottom right of the dialog box, there are two buttons: 'CANCEL' and 'SAVE'.

User	Email Address	Allow Sharing
User 1	[redacted]@trasix.com(TrasixAccount)	On
User 2	[redacted]@trasix.com(TrasixAccount)	Off

You can click the slider button as preferred then click **Save**.