

Share a Dashboard Form

If you want multiple organizations, plans, or events to access a [dashboard](#) form, that form must be shared. Once shared, it can be accessed from the **Organizational Dashboards**, **Plan Dashboards**, or **Event Dashboards** slide-out panel.

Note that you can only share **Organization Editor** forms to orgs and **Plan-Event Editor** forms to plans and events.

To share a dashboard form:

1. Navigate to the organization you wish to share the form to using the menu at the top-left of any page.



2. Click the **Forms** icon in the menu to the left.
3. Click **Share Forms** to display the **Manage Shared Custom Forms** page.

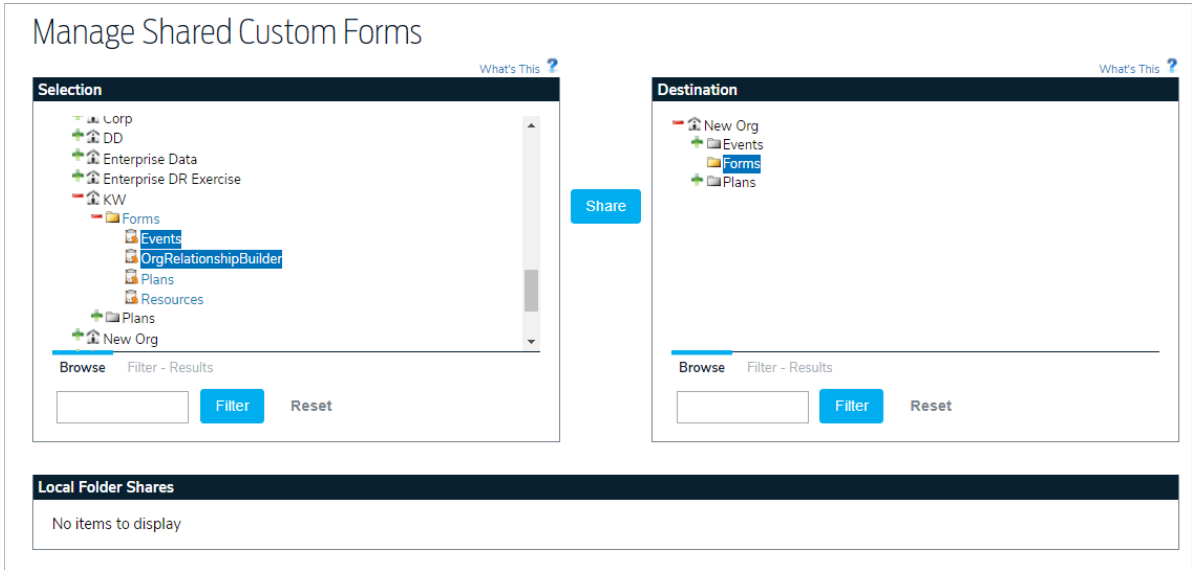
The screenshot shows the 'Forms' page in a web application. The top navigation bar includes 'Corporate', 'GIS', 'Admin', 'Help', 'Vital Signs', 'My Tasks', 'My Forms', and 'Organizational Dashboards'. The breadcrumb trail is 'Corporate » New Org'. The main content area is titled 'Forms' and features a search bar, a 'Filter' button, an 'Add' button, a 'Share Forms' button, and a refresh icon. Below this is a table with the following data:

Title ↑	Type	Description	Actions
Events	Organization Editor		
New Form	Custom Form		
New Form	Custom Form		
OrgRelationshipBuilder	Organization Editor		
Plans	Organization Editor		
Relationship Editor Form	Relationship Editor		
Resources	Organization Editor		

At the bottom of the table, there is a 'Page size' dropdown set to '10', a pagination control showing '<< Page 1 of 1 >>', and a status message 'Displaying 1 - 7 of 7'.

The Forms page.

4. Use the **Selection** panel to the left to navigate to the organization and **Forms** folder that contains the dashboard forms you want to share.
5. Click the **Forms** folder to share all the forms or select one or more individual forms. Click a selected form again to deselect it, if needed.
6. Use the **Destination** panel to the right to navigate to the organization and **Forms** folder you wish to share the dashboard forms to.
7. Click the **Forms** folder to select it.



The Manage Shared Custom Forms page.

8. Click **Share**.