


# Share a Catalog

You can share a catalog with all members of your organization, or with specific members.

## Prerequisites

This operation requires the rights included in the predefined **Catalog Author** or an equivalent set of rights.

## Procedure

1. On the **Virtual Datacenters** dashboard screen, click the card of the virtual data center you want to explore.
2. From the main menu select **Libraries** and select **Catalogs** from the left panel.
3. Click  next to the catalog you want to share and click **Share**.
4. Click **Add**.
5. Select the option of who you want to share the catalog with:
  - a. Share with everyone in the organization
  - b. Share with specific users or groups
    - i. Check the box next to the user or group you want to share with and click **Add**.
6. Choose and **Access Level**
  - a. Read Only
    - i. Users with access to this catalog have read access to the vApp templates and ISO files of the catalog
  - b. Full Control
    - i. Users with access to this catalog have read access to the vApp templates and ISO files of the catalog and can add vApp templates and ISO files to the catalog.
  - c. Change
    - i. Users with access to this catalog have full control of the contents and settings of the catalog .
7. Click **OK**.
8. Click **Save**.

