



## How to share an ePortfolio with your course group members

- 1. Please make sure that you have already joined a course group.
- 2. Login to Mahara and click the '  $\equiv$  ' button.
- 3. Click the 'Share' tab and select 'Shared by me'.



4. Click the Edit Access to share the page to group.

ACCESS LIST	EDIT ACCESS	SECRET URLS
Public	<b>a</b>	1 🏶
Registered people		()





5. Select page(s) and the group you would like to share the page(s) with.

Share	Edit access	i
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Collections	Pages		Advanced options $\checkmark$
BL collection	٩ 🛛		Q
SHARED WITH	_	FROM	ТО
tlc new group		İ	
Share with •	Who do you want to share with?		
Save Cancel			

6. The selected page will be shared with your group members.

<b>&lt;</b> Shared by me				
Collections Pages				
COLLECTION NAME	ACCESS LIST			
BL collection	tlc new group			
Demo collection	Registered people			

## Notice

- Only group's collection or page can be edited
- Only individual's collection or page can submit to Moodle