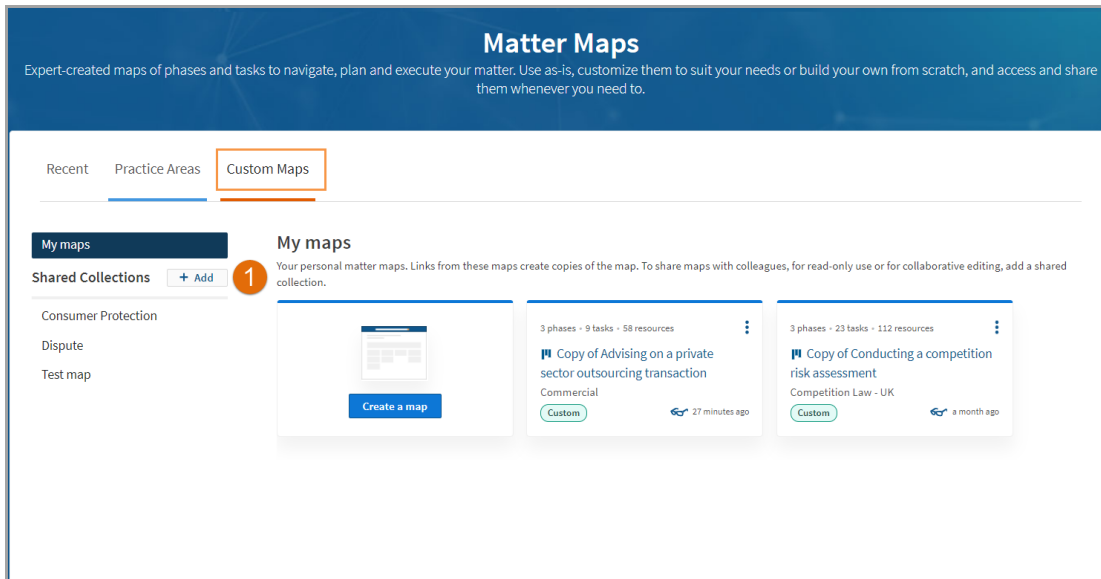# PRACTICAL LAW AUSTRALIA

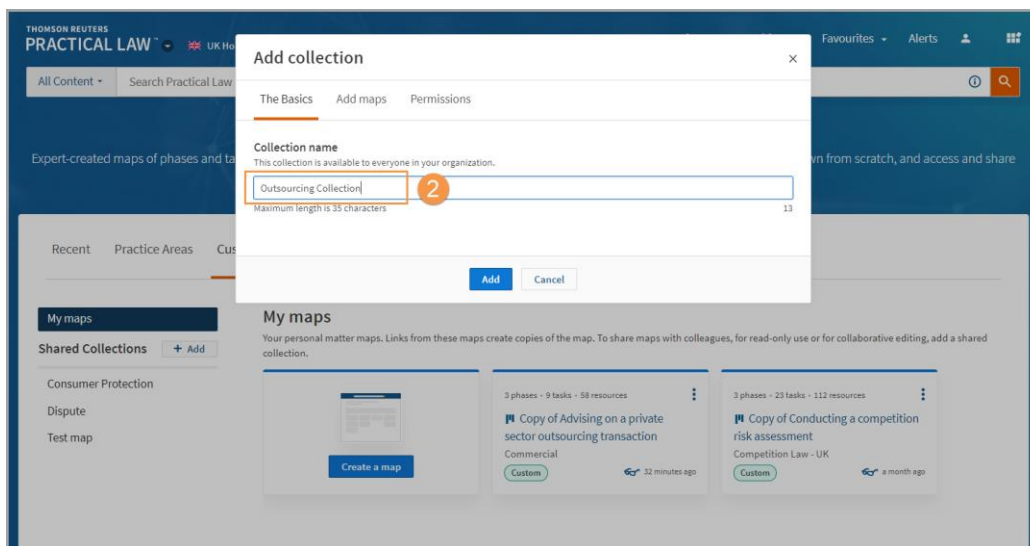## Sharing your own Interactive Matter Maps within the Dynamic Tool Set

With Dynamic Tool Set, you can share any customised Matter Maps you have created

### Creating Shared Collections of Interactive Matter Maps

1) To share Maps with other users in your organisation, navigate to the Custom Maps tab on the Interactive Matter Maps landing page. Click **Add** next to Shared Collections.
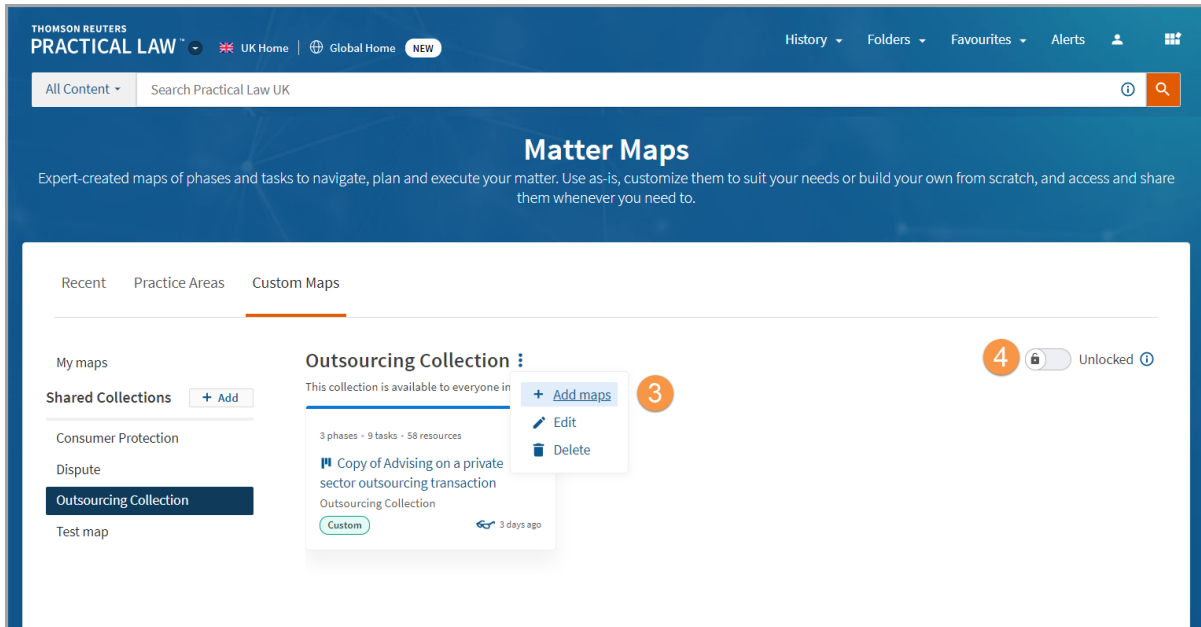


2) Under The Basics tab, enter a Collection name.

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3) Next, click on the three dots next to the Collection name and click 'Add Maps' tab and select the maps you wish to add. You can also click and drag your maps into the Collection from the My Maps page.

4) Finally in the Permissions tab select your preferences as to who can view and who can unlock the collection. Locking the collection viewers are not able to edit the Maps but can download, print and share them.
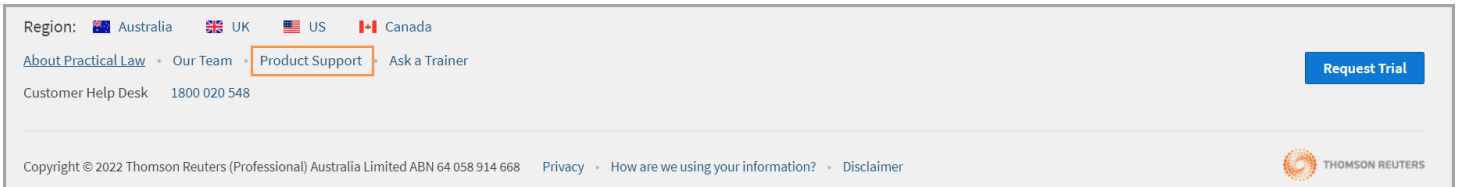
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