

Deploying Shared Views

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V9.2

Overview

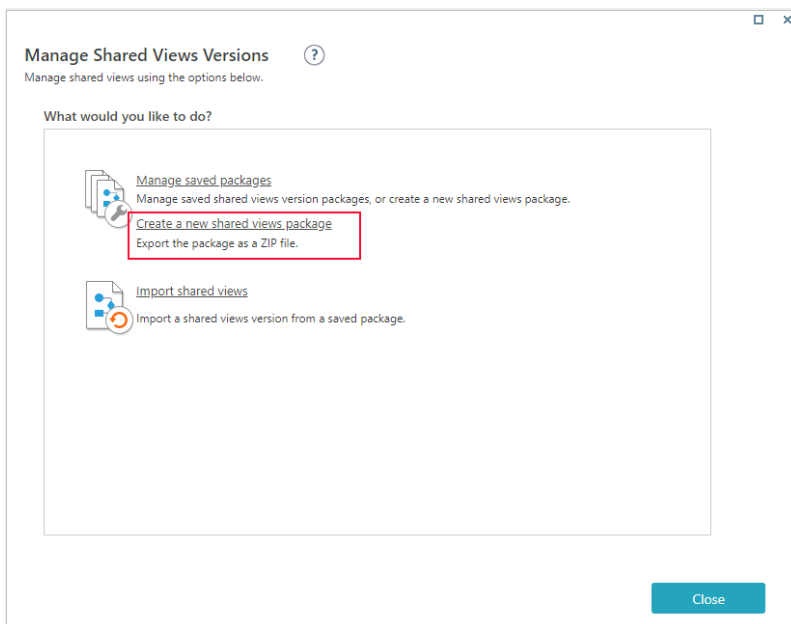
If you have the Shared Views permission, you can deploy Shared Views across environments. To deploy shared views, you export the existing shared views from one system, and import them onto a target system.

Export Shared Views

Create a ZIP file that contains all the Shared Views created in your system.

Procedure

1. In the Administration site, go to **Administration > Portal Settings > Portal Shared Views**, and then click **Manage Versions**.
2. In the Manage Shared Views Versions screen, select **Create a new shared views package**.
3. Enter a significant name for the exported package, and then click **Create**.



A ZIP file is created and saved to the local Downloads folder.

4. Click **Close**.

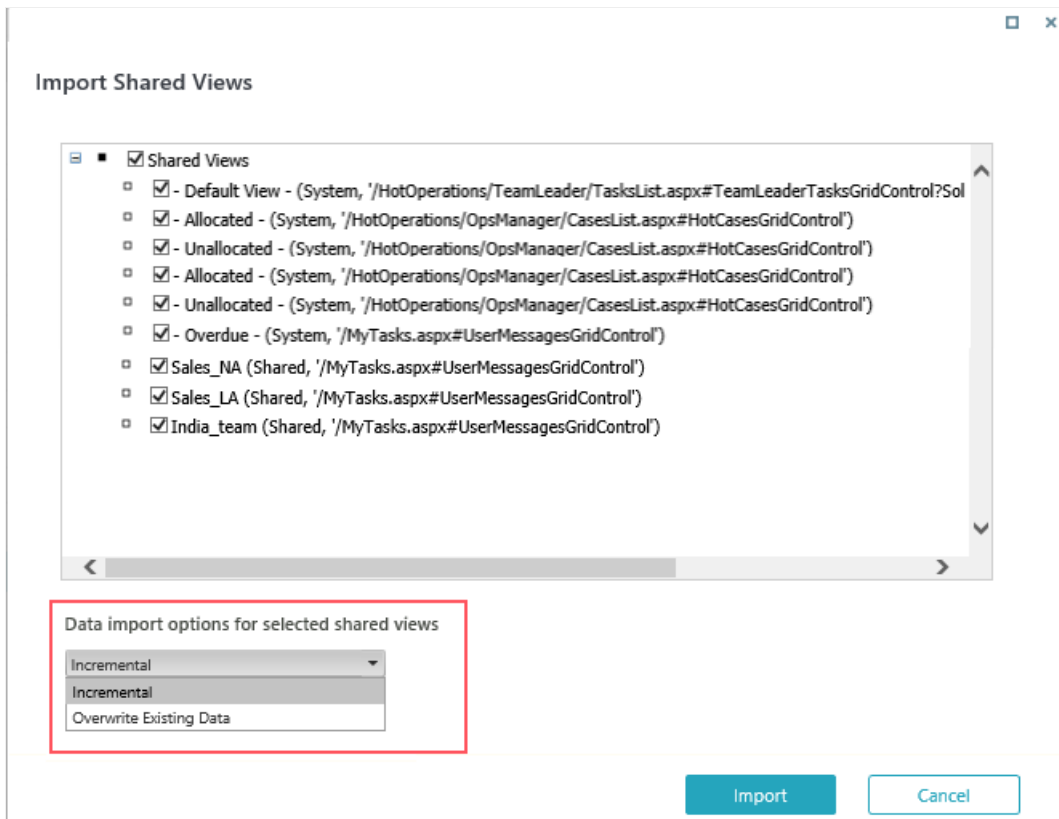
Import Shared Views

Import Shared Views from one system to another. After you import a Shared Views package, the views are added to the Portal Shared Views page in the Administration site and become available in the relevant Flowtime and Hot Operations grids.

Procedure

1. In the Administration site, go to **Administration > Portal Settings > Portal Shared Views**, and then click **Manage Versions**.
2. In the Manage Shared Views Versions screen, select **Restore Shared Views**.
3. To locate the package with the relevant Shared Views, click **Select**.

- To select specific shared views, expand the package, and select the views that you want to import. By default, all shared views are selected.
- Under *Data import options for the selected shared views*, select one of the options:



- o **Incremental:** Adds new shared views to the existing list.
 - o **Overwrite Existing Data:** Replaces the existing views with the new ones.
- Click **Import**.

For more details on Shared Views, see [this article](#).