DAIRYBASE DATA SHARING GUIDE

To share datasets in DairyBase you need to follow these steps.

1 Enter your login details on the login page but click on the 'Manage authorisations' button rather than the login button.

2 Find the dataset you are wanting to share from the list of 'DairyBase datasets owned'.

3 Click on the arrow on the left hand side of the dataset as per the screenshot below and select view.

4 Click on the blue plus button in the top right hand corner of the pop-up box.
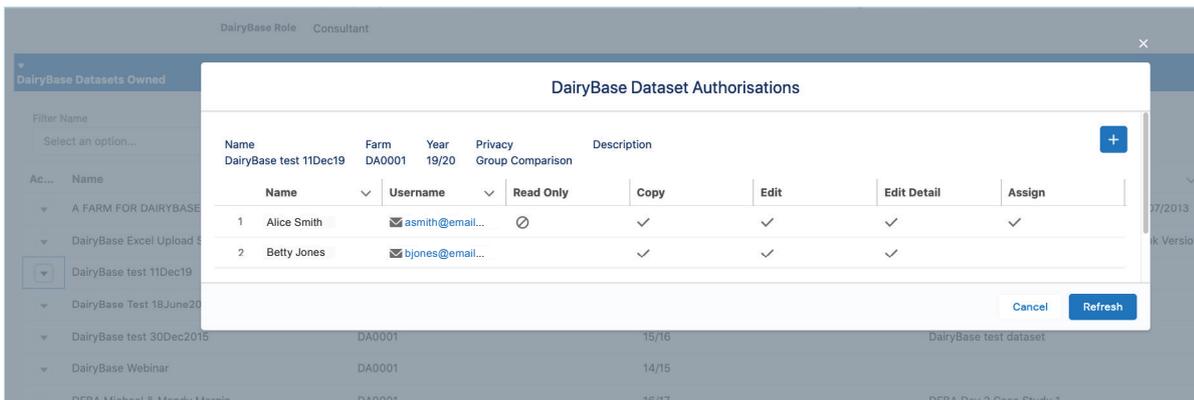
5 Click on the pencil icon under the second column 'Username' and type in the email address of the person you wish to share the dataset with. They will need to be a registered DairyBase user.
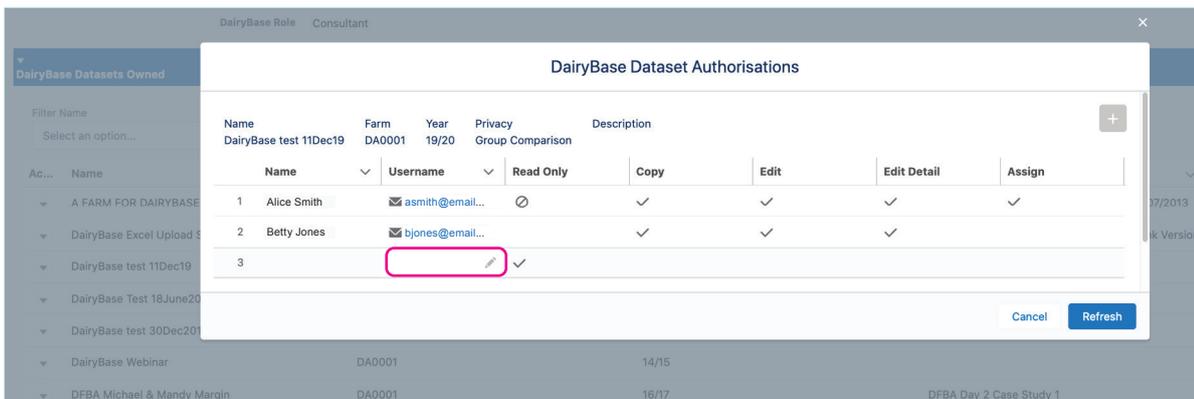
6 Select the type of access you want them to have by clicking on the pencil icons under the relevant access. For example, you want them to have copy and edit access you would tick the copy and edit columns using the pencil icons.
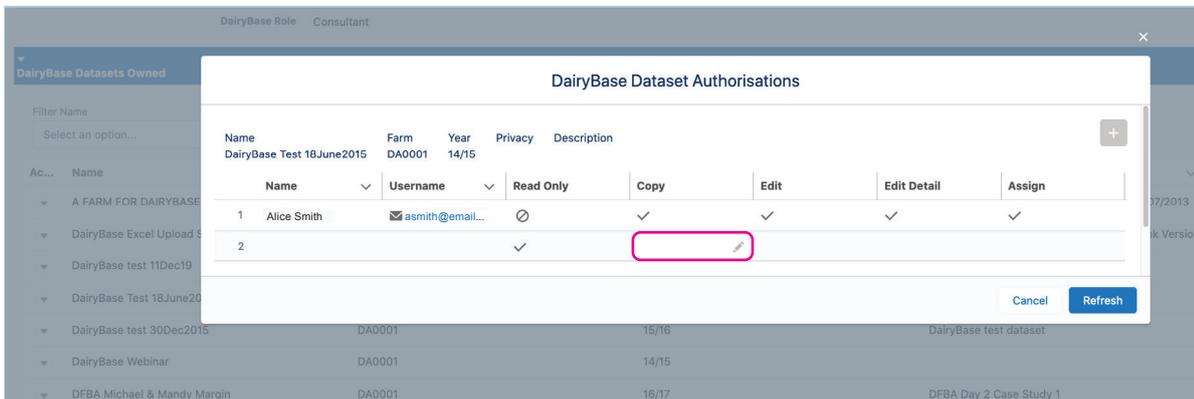
FOR FURTHER INFORMATION

Email **dairybasesupport@dairyaustralia.com.au**
or call 1800 548 073.