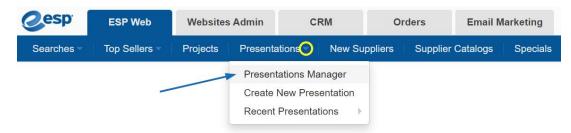


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## ESP Quick Tip #15: View a Shared ESP Presentation

2021-07-15 - Jennifer S - ESP Quick Tips

ESP Presentations that have had their visibility set to "Everyone" are known as shared presentations and can be accessed by all ESP users within your company. To view a shared presentation, log into ESP Web, expand the Presentations option using the arrow, and click on Presentations Manager.



Then, in the Presentation Manager, click the "View All" link.

## **Presentations Manager**

Recent Presentations	Recent Projects	View All
Summer Promo	06/24/2021	
Pens		06/21/2021

Lastly, click the Shared Presentations tab.

Presentations			🖨 Print
All My Presenta	ations Shared Presentatio	ns	
Search for Presentations	Search	Sort By	Newest ~
Presentation Name	Charity walk Last Updated: 7/8/21 Created By: ESP User	<b>)</b> = <b>1</b>	

At this point, hovering on the presentation will enable you to delete, download, edit, copy, or share.



Charity walk Last Updated: 7/8/21 Created By: ESP User

0	1	Ĩ				Delete 🗙
			Download	Edit	Сору	Share