

## Share a private figshare item

## Introduction

Figshare allows you to generate a private link to an unpublished item that can be sent to a third party for review (or blind peer review). The third party does not need to be a figshare user to view this link.

## Procedure

- 1. Go to Create a new item.
- 2. Select Share with private link on the right hand side of the item creation screen.



3. A window displaying a link for your item will open. Copy the link and send it externally (e.g., via email).



- 4. If you want to disable the link at a later date, return to the item creation pane, select *Private link* to open the window again and then click on **Disable private link**.
- 5. You will be asked to confirm this action. Select Yes, disable private link to continue.

Are you sure you want to disable this private link?
If you would like to share this item again, a new link will have to be generated. The old link will
become invalid.
Cancel and go back Yes, disable private link

## **Contact Us**

For further support or questions, please contact ITDS on +61 8 8313 3000 or https://uniadelaide.service-now.com/myit