



Share with Invited People Only (Default)

Invite someone as an **Editor** or **Viewer** so that the item appears in their **All Files** page. This default setting is the most secure and only invited people can access the content.



Share 'TEST-document.txt'

Invite People

Add names or email addresses

Invite as Editor ▾

Share Link

Shared link is created Link Settings

https://caltech.box.com/s/1vel0uwpcsq90ra# Copy

Invited people only ▾

People with the link
Publicly accessible and no sign-in required

People in your company
Anyone in your company with the link or people invited to this file can access

Invited people only
Only invited people can access this file



Share with People with the Link (Public)

Quickly copy and share hyperlinks (Creating Shared Links) by choosing Share with **People with the link**. IMSS recommends setting a link expiration date for public links.



Share 'TEST-document.txt'

Invite People

Add names or email addresses

Invite as Editor ▾

Share Link

Shared link is created Link Settings

https://caltech.box.com/s/ryrrvtuox32ofqpfui# Copy

People with the link ▾

- Can edit
- Can view and download
- Can view only



Shared Link Settings

This content is publicly available to anyone with the link, and can be viewed or downloaded. [Learn more about shared link settings.](#)

Link Expiration

Disable Shared Link on

Password Protect

Require password

Non-private custom URL

Publish content broadly with a custom, non-private URL

Allow Download

Allow users with the shared link to download this item

Direct Link

https://caltech.box.com/shared/static/ryrrvtuox32ofq# Copy

Cancel Save

Shared Link Settings

Certain settings may not be available for this item due to permissions.

This content is available to invited collaborators with the link. [Learn more about shared link settings.](#)

Link Expiration

Disable Shared Link on

Choose Date

Non-private custom URL

Publish content broadly with a custom, non-private URL

Cancel

Save

EXPIRE LINK ACCESS

Edit your Shared Link Settings with an expiration date.

Never share sensitive information using "People with the link." In particular, "People with the link" and "Non-private custom URL" shared links are both public and easily discoverable.