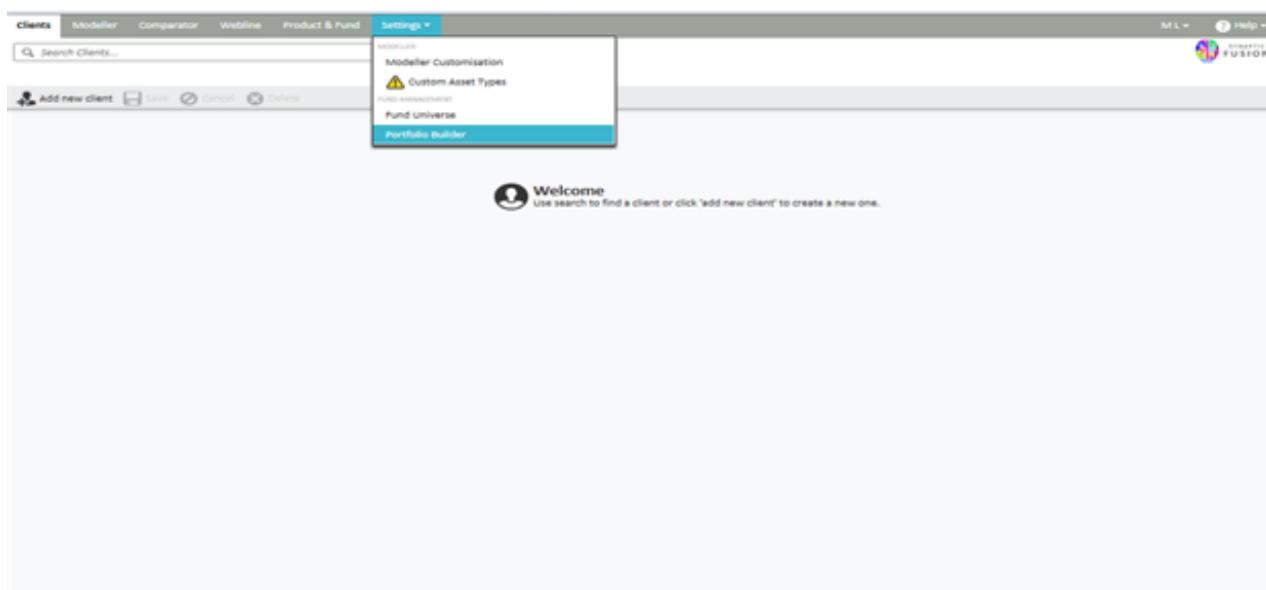


# Portfolio Builder

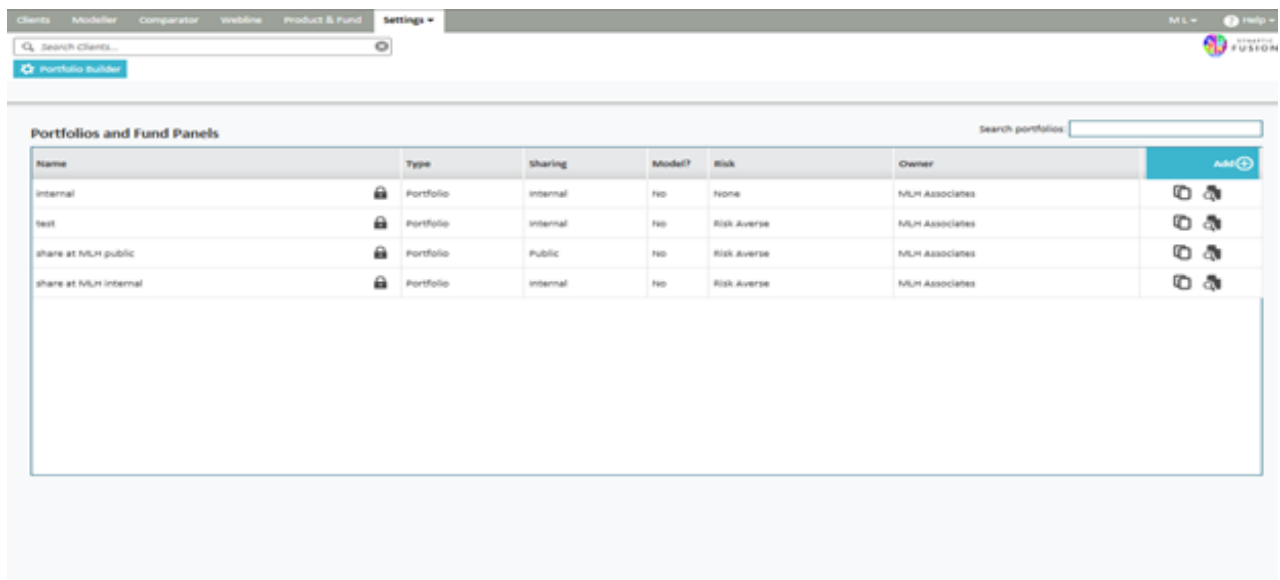
Last Modified on 19/06/2017 2:16 pm BST

You must have a separate Portfolio Builder licence in order to use this part of the software. You can build and store different portfolios within the software and these can be shared with other members of your organisation. If you view a portfolio that you have not created, then this will be a 'read only' copy.



When you initially access **Portfolio Builder** you will be presented with a list of all the portfolios you have access to.

An example of this screen is shown below:



There are three different options for you regarding this screen:

Creating a new portfolio or panel

Editing an existing portfolio or panel

Viewing/copying a portfolio or panel you inherit