When logged into Gradintelligence you are able to share your HEAR securely with whoever you wish, whether this be employers, employment agencies, other universities or government agencies, by sending them an electronic token.

Log into Gradintelligence ([www.gradintel.com](http://www.gradintel.com))

From the **Dashboard**, you will be able to select the options to both **View** and **Share** your HEAR.



To share your HEAR, click **Share** on the dashboard, and complete the fields shown below to send an electronic token to allow you to share your HEAR





You can view **Share History** by selecting the **More** tab on the **Dashboard**.

