



## **VirtuaLed's Sharing a Web Clipping Using Evernote Video Transcript**

Once created, Evernote treats a web clipping as a note. Therefore, the process of sharing a clipping is the same as sharing a note.

From your account dashboard, select the note to which the clipping was saved. Once the note is opened, click the arrow attached to the "Share" button. From this drop-down menu, select the method you would like to use to share the note. The sharing options are Facebook, Twitter, Email, and Link. At this time, you will also have the option to share the entire notebook.

You will have different options depending on the sharing method that you select. If you select the option of Facebook or Twitter, you will have to include login information, in addition to the destination you would like to share the note. Sending a message by link simply provides you with the URL for the note.

In this example, we will be sending the note via email. We enter first the address ([virtualedtrain@gmail.com](mailto:virtualedtrain@gmail.com)). We then have the option to include a message. At this point, we hit email to send. And our note has been shared.