

Bulk share only sys_ids listed

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When you don't want to create filters for your bulk share, you can choose the **Share only sys_ids listed** option under the **Filter and Enrichment** tab to bulk share out only the sys_ids for records you specify.

Prerequisites

⚠ First, you will need to [create a bulk share](#) without executing the bulk share.

Procedure

To bulk share only the sys_ids that you specify, follow these steps:

1

Access your bulk share

Log into your sharing (source) ServiceNow instance and navigate to **Perspectium > Replicator > Bulk Share**. Then, click into the bulk share that you want to specify sys_ids to share for.

2

Check Share only Sys Ids listed

Click the **Filter and Enrichment** tab. Then, check the **Share only Sys Ids listed** box and click **Update** to apply changes to your bulk share.

3

Choose sys_ids to bulk share

Scroll down to the bottom of the form underneath the **Related Links** and click the **Sys IDs** tab. Then, click **New**.

Type the sys_id for the first record you want to bulk share out in the **Record Sys ID** field. Repeat this step for any other record sys_ids you want to bulk share out.

4

Click Update

Near the bottom left-hand corner of the form (just above **Related Links**), click **Update** to save the changes to your bulk share.

Similar topics

- [Create a ServiceNow bulk share](#)
- [Create a scheduled bulk share](#)
- [Bulk share history set data](#)
- [Copy bulk share configurations](#)
- [Disable bulk sharing of child records](#)

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