

DAM Integration - Egnyte

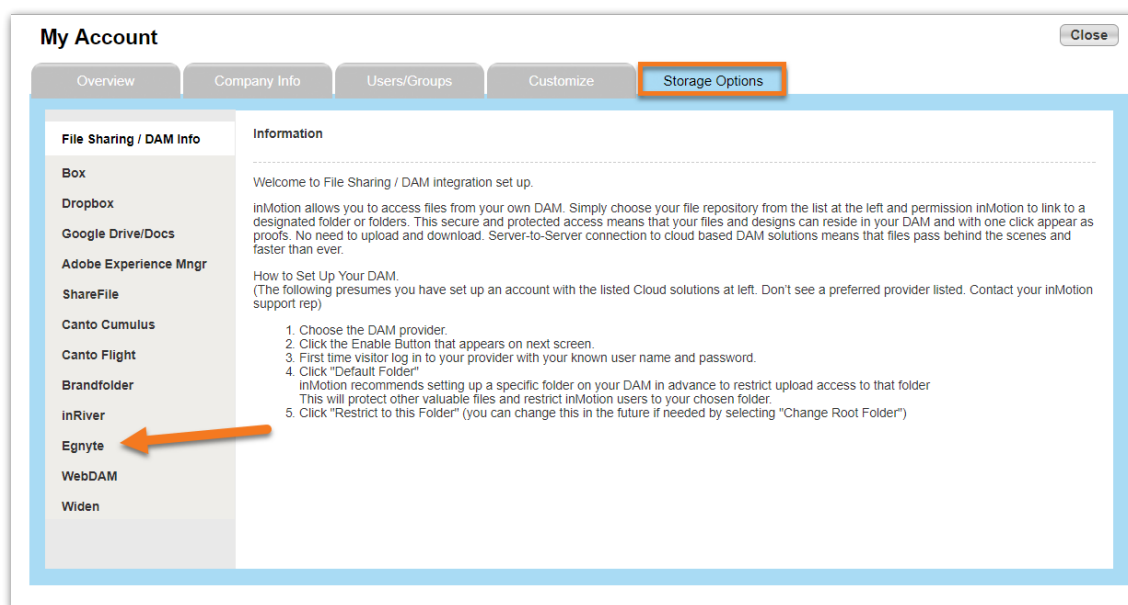
Published on 01/13/2019

What is a DAM?

A Digital Asset Management (DAM) product is a business solution for organizing, storing and retrieving rich media and managing digital rights and permissions. Media assets include photos, music, videos, animations, podcasts and other multimedia content. Digital Asset Management solutions provide a useful way to maintain a centralized repository for your project's files, allowing shared access to all up-to-date records and data.

Setting up your Egnyte Integration

To integrate your team's DAM with inMotion, go to **Account > Account Settings > Storage Options > Egnyte**.



Once a you select **Egnyte**, you will be prompted by a series of instructions (as pictured below) to assist you in enabling your account.

EGNYTE Integration Setup

Instructions to enable your account

1. Click the Enable Button.
2. First time visitor log in to your provider with your known user name and password.
3. Click "Default Folder"
inMotion recommends setting up a specific folder on your DAM in advance to restrict upload access to that folder This will protect other valuable files and restrict inMotion users to your chosen folder.
4. Click "Restrict to this Folder" (you can change this in the future if needed by selecting "Change Root Folder")

Enable



We strongly recommend that admins set up their account's DAM integration(s) with a service account instead of a personal account. This will only allow the files that you want your users to access to be made available.

Once you click **Enable**, enter your Egnyte account '**e-mail or username**' then click the **Continue** button. Next, you will be prompted to enter your '**password.**' Once you do that, select the '**Keep me logged in**' checkbox and click the **Log in** button.

EGNYTECONNECT™

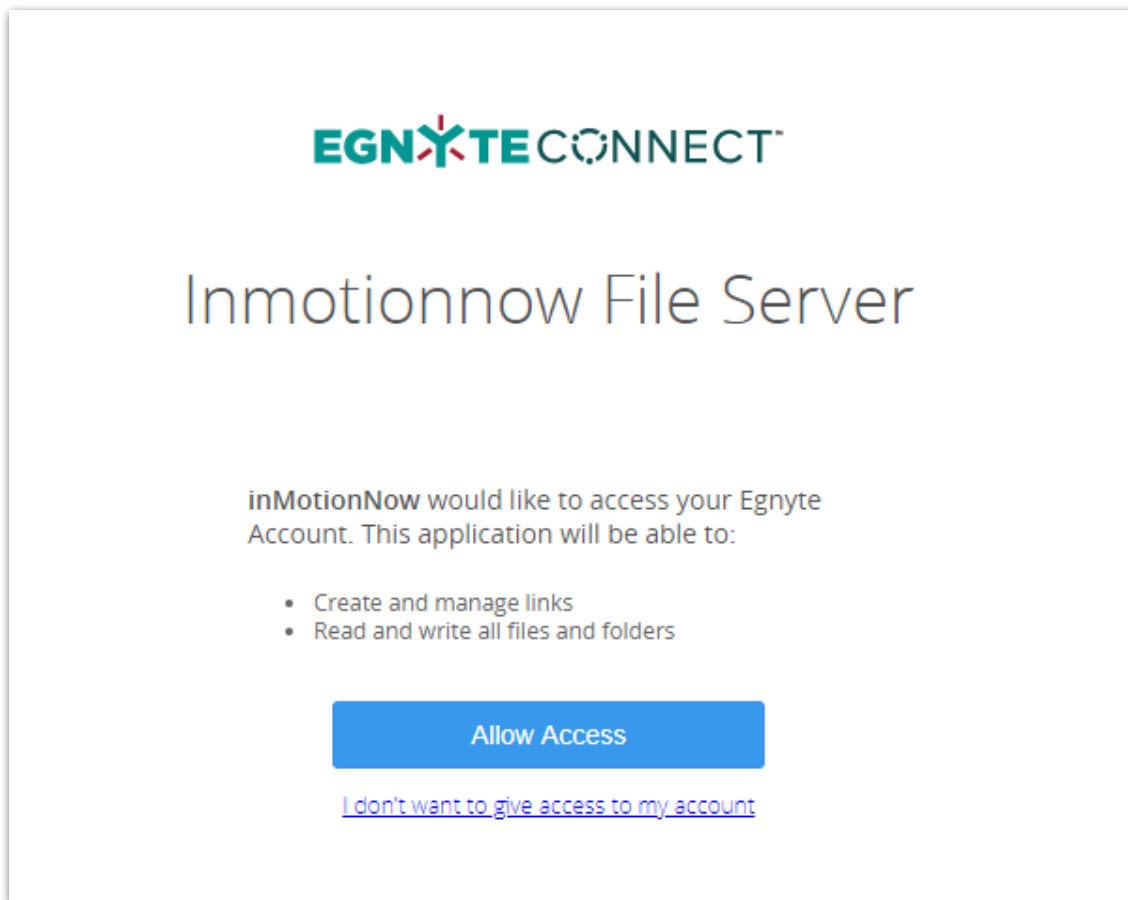
Inmotionnow File Server

Enter your e-mail or username

Continue

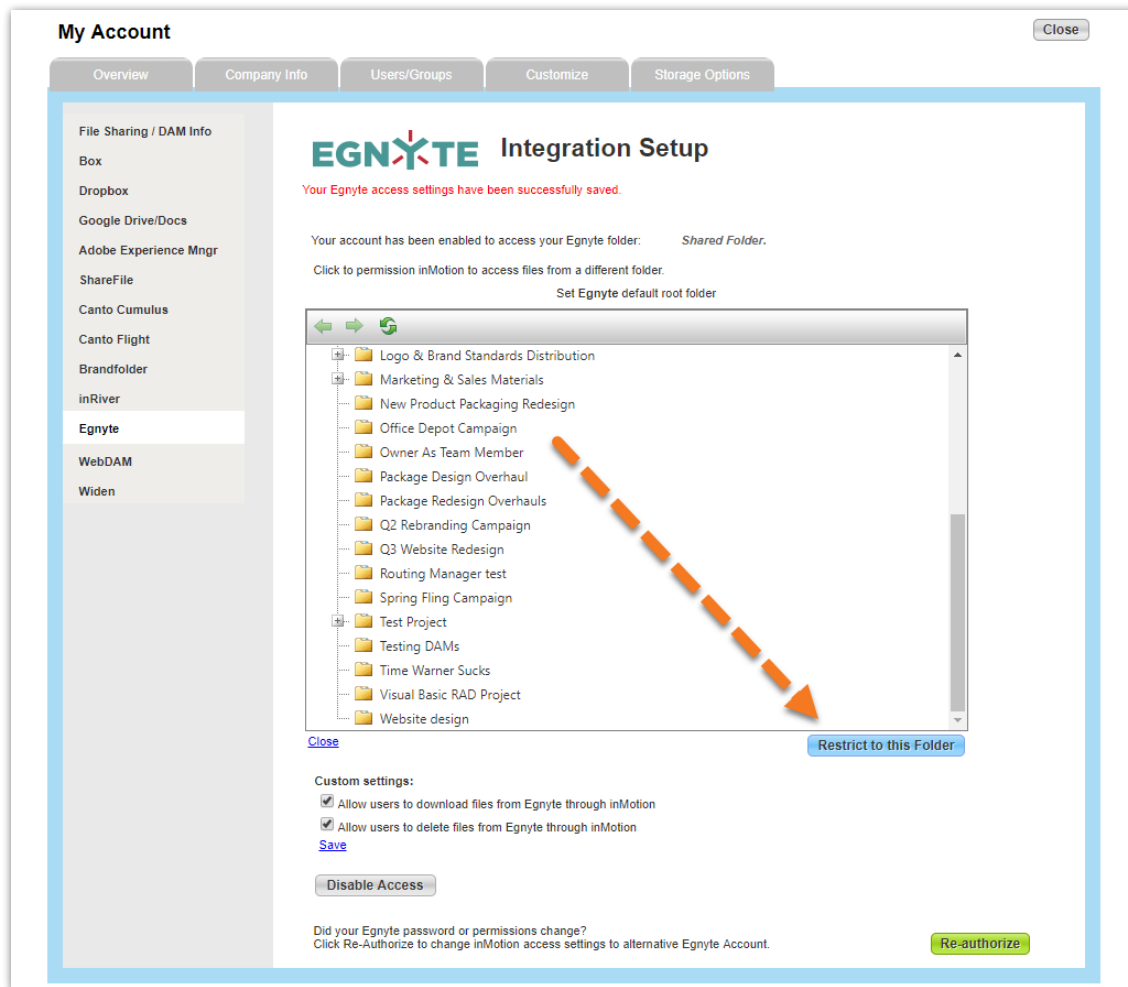


When you sign in, you will be prompted to grant inMotion access to your Egnyte account. Click the **Allow Access** button to continue.



Now that you have granted inMotion access to your Egnyte account, you will need to select a '**Root Folder,**' which is where all your files from inMotion will be stored. Simply click on which folder you would like to select, then click the **Restrict to this Folder** button.

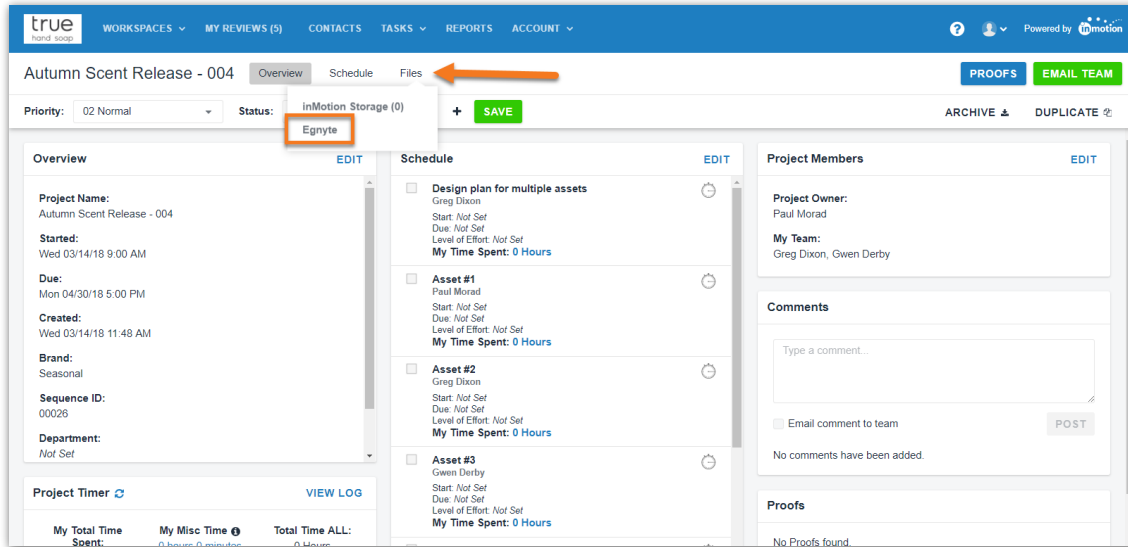
From this page, you can also enable/disable file download and file delete permissions for users.



Your DAM is now setup. You can close out of settings and use your new integration.

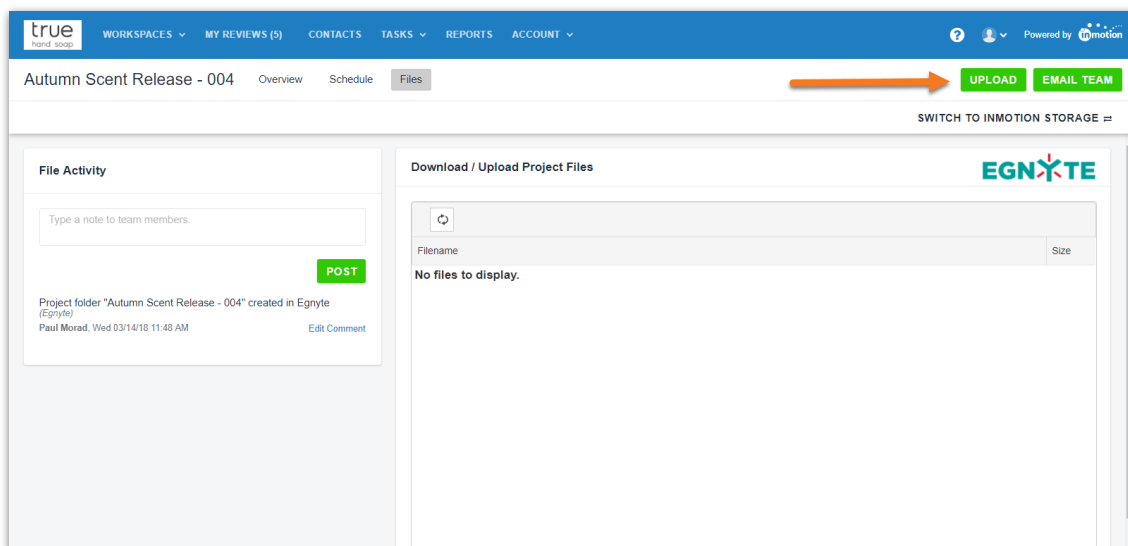
Uploading Project Files

With your Egnyte integration, you can upload shared working project files from inMotion. To upload a file, go to the Project Dashboard and click **Files** near the top of the page. If you are in a new project, inMotion will prompt you to name a new project folder in Egnyte. This will associate the new project folder with your project.



If you have any project files created prior to the newly created project folder in inMotion, you will want sign into Egnyte and move them to the project folder.

Once in the Egnyte storage page, click the **UPLOAD** button. Either drag & drop or click **CHOOSE FILE** to select the file(s) you'd like to upload. To download or delete files in the project folder, right click on the file name and click **Download** or **Delete**.





You can navigate back to the Project Dashboard using the **Overview** button at the top-left of the page. Now, all team members can access the project files in one centralized location.

Uploading Proof Assets from Egnyte

Project files stored in Egnyte are also available on the Proof Upload screen when you click the button with the **'Egnyte'** logo in Step 1.

The screenshot shows the 'Add Content' dialog box. At the top, there is a blue header bar with the text 'Add Content' on the left and 'SWITCH TO STREAMLINE UPLOAD' and 'CANCEL' on the right. The main content area is divided into two columns. The left column contains the 'Add Assets' section, which has two logos: 'inmotion' and 'EGNYTE'. An orange arrow points to the 'EGNYTE' logo. Below the logos is a dashed box with the text 'Drag files to upload, or browse'. Underneath this is a link that says 'View Supported File Types'. Below that is the 'Capture' section with two buttons: 'FROM URL' and 'FROM EMAIL'. Further down is the 'Choose a Template' section with a dropdown menu. Below that is the 'Name Your Proof' section with a text input field and a label 'Required (Name displayed to Reviewer)'. At the bottom of the left column is the 'Assign to a Project' section with a dropdown menu. The right column is currently empty and contains the text 'No assets loaded.' At the bottom of the dialog box, there is a dark blue bar with the text 'Send Proof.' and three buttons: 'CONTACTS', 'WORKFLOW', and 'ROUTING MANAGER'.