

# DAM Integration - Webdam

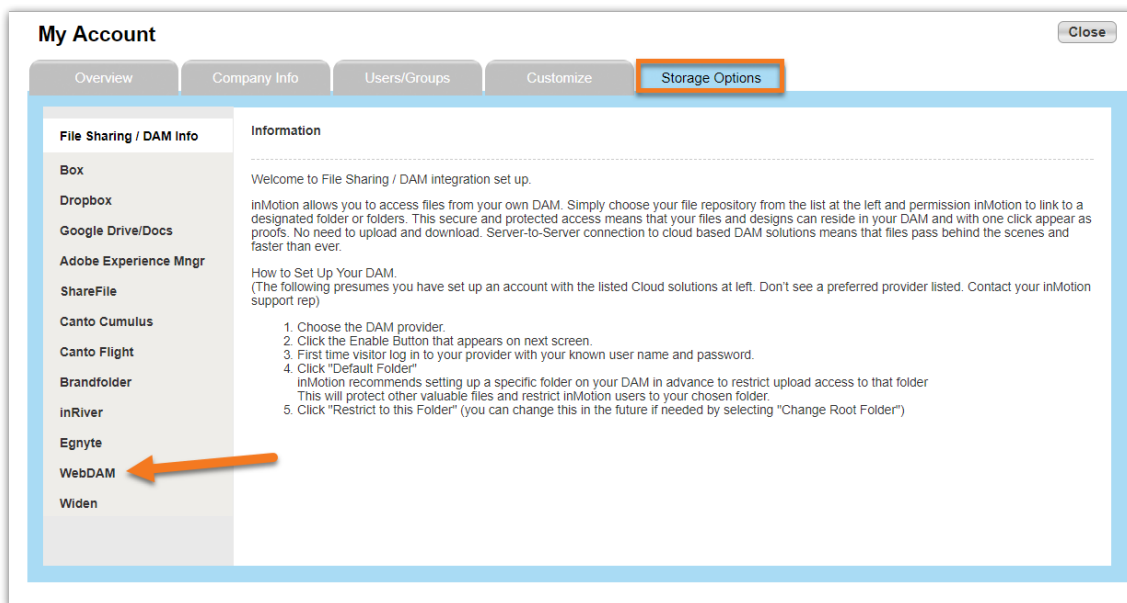
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## What is a DAM?

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 Webdam Integration

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



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

## webdam™ 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 Webdam account '**Username/Email**' and '**Password**,' then click **LOGIN**.



is requesting access to your Webdam account

LOGIN

[Forgot your password?](#)



When you sign in, you will be prompted to grant inMotion access to your Webdam account. Click **YES** to continue.

The image shows a Webdam access request dialog box. At the top is the Webdam logo. Below it, a grey bar contains the text "is requesting access to your Webdam account". The main area lists three permissions: "Access your files" (with a file icon), "Access your login information" (with a person icon), and "Access your contact information" (with a document icon). Below the list is the question "Grant access?". At the bottom are two buttons: a large dark grey "YES" button and a smaller light grey "NO" button.

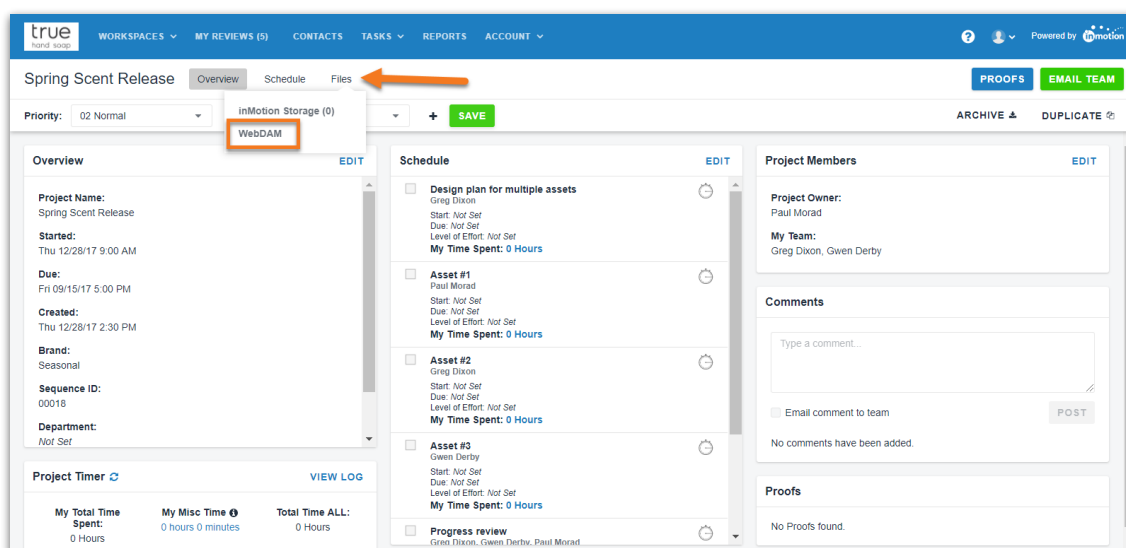
Now that you have granted inMotion access to your Webdam account, you will need to select a **'Root Folder,'** which is where all your files from inMotion will be stored. Simply click on which folder you would like to select, then click the **Restrict to this Folder** button. From this page, you can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

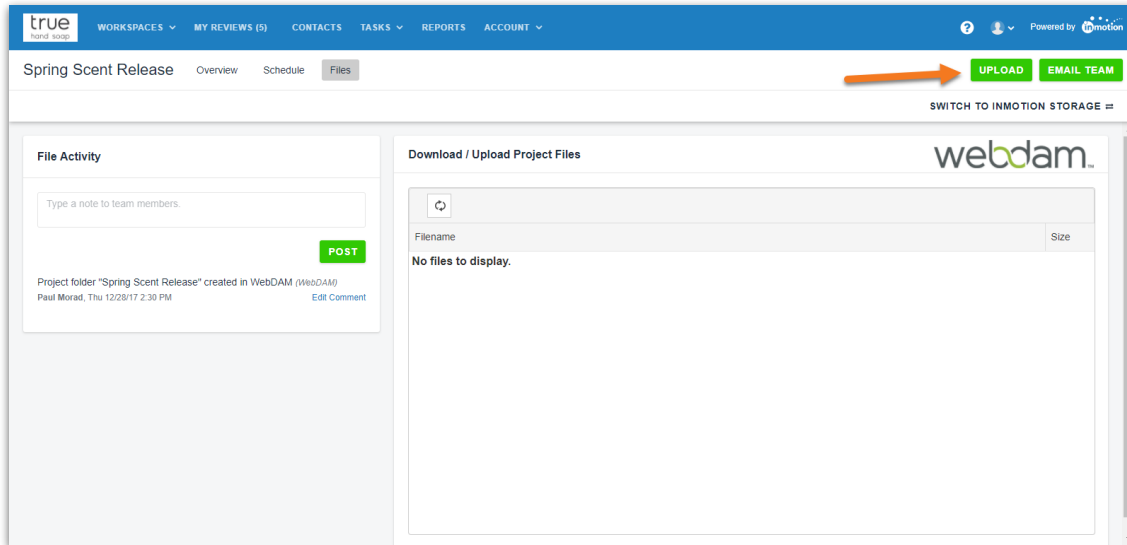
With your Webdam integration, you can upload shared working project files from inMotion. To upload a file, go to the Project Dashboard and click **Files** near the top of the page. If you are in a new project, inMotion will prompt you to name a new project folder in Webdam. This will associate the new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

Once in the Webdam storage page, click **UPLOAD**. 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 Webdam



Project files stored in Webdam are also available on the Proof Upload screen when you select the **'Webdam'** logo in Step 1.

Add Content

CANCEL

1

Add Assets



Drag files to upload, or [browse](#)

[View Supported File Types](#)

Capture

FROM URL

FROM EMAIL

2

Name Your Proof

Required (Name displayed to Reviewer)

Assign to a Project

☐ Place Proof on Hold

No assets loaded.

Send Proof:

CONTACTS

WORKFLOW

ROUTING MANAGER

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