How do I make my agent available to other people?

Sharing agents and mini apps · https://cogniti.ai/docs/how-do-i-make-my-agent-available-to-other-people/

Agents are meant to be shared because you've built them to do something useful for you, your students, and your colleagues.

By default, an agent is available to people within your organisation to chat with as long as they know the secret link. Like a secret link to a Youtube video or Google Doc, these are difficult to guess or stumble upon.

This help doc describes how you can:

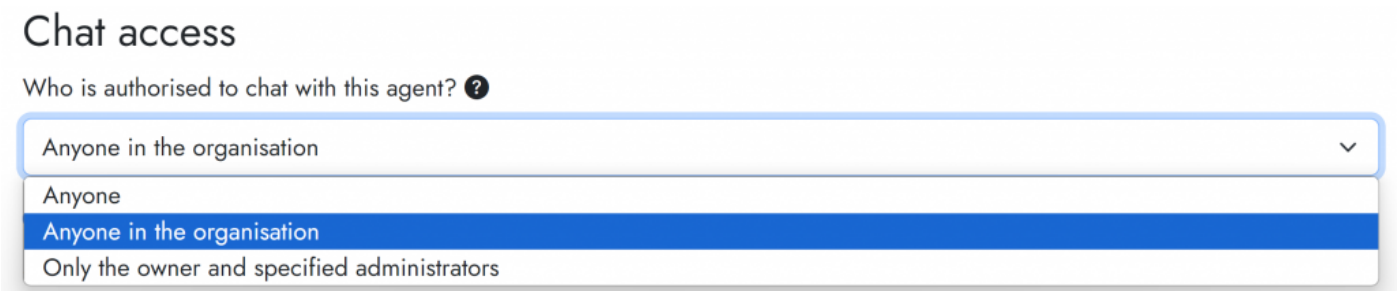
- Set who can chat with your agent
- Set who can find your agent
- Set who can copy your agent
- Set who can also edit and administer your agent
- Set who can review (audit) your agent

Change who can chat with your agent

You have fine-grained control over who can access your agent to chat with it.

You control this in the *Chat access* tab in your agent's configuration screen.

Use the *Who is authorised to chat with this agent?* dropdown to control this.

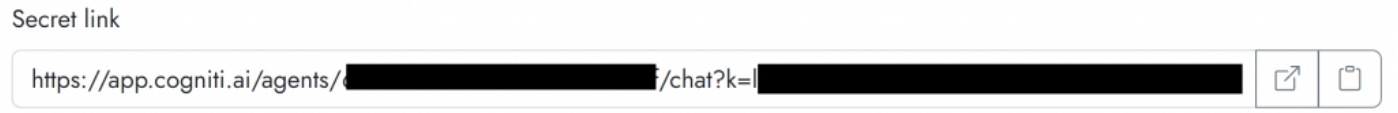


Your options are:

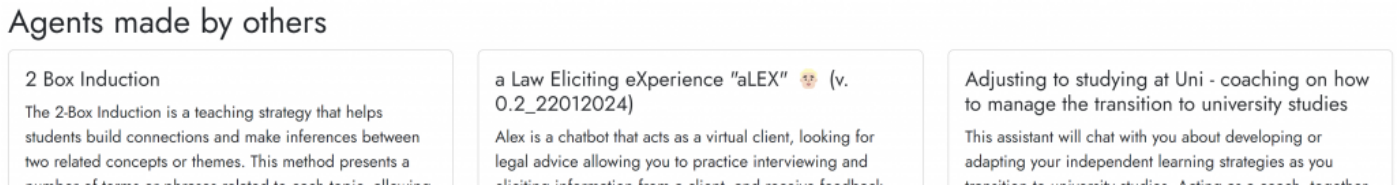
- Anyone - anyone using Cogniti globally is able to chat with this agent, if they can get to it
- Anyone in the organisations - anyone in your organisation is able to chat with this agent, if they can get to it
- Only the owner and specified administrators - only specific people that you specify are able to chat with this agent, if they can get to it. You can control who these people are in the *Sharing* tab.

Change who can find your agent

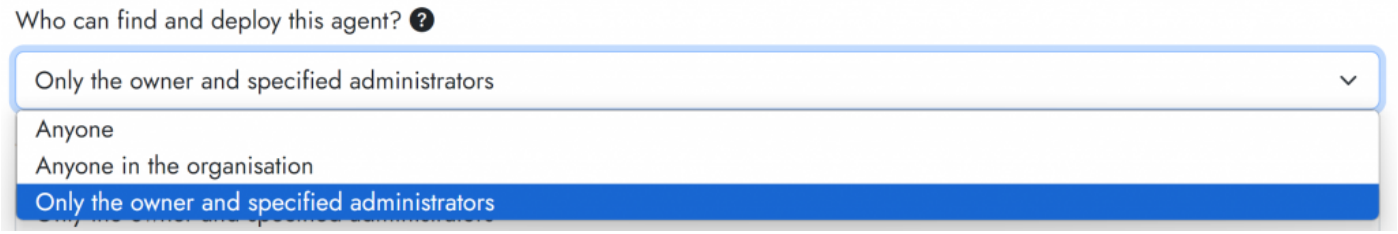
People can access your agent via the *Secret link*, which is available in the *Chat access* tab.



A list of agents appears on the Agent HQ in Cogniti. Everyone's Agent HQ shows agents that they have created, and agents that have been made available by others. For example:



In the *Sharing* tab, you can change *Who can find and deploy this agent*.



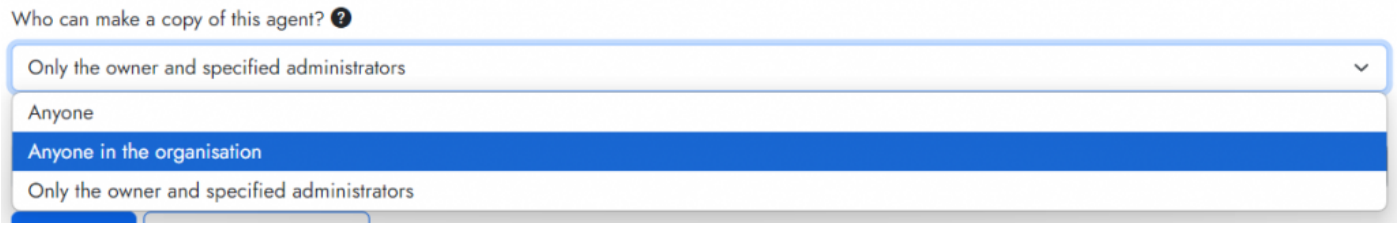
Your options are:

- Anyone - this makes your agent appear in the Agent HQ list for anyone using Cogniti.
- Anyone in the organisation - this makes your agent appear in the Agent HQ list for anyone using Cogniti from your organisation.
- Only the owner and specified administrators - this makes your agent appear in the Agent HQ list only for specific people you name as administrators. You can set this in the *Sharing* tab as well.

Change who can copy your agent

By default, only you and specified administrators can copy your agent.

You can change this in the *Sharing* tab:



Your options are:

- Anyone - anyone using Cogniti can make a copy of your agent.
- Anyone in the organisation - anyone in your organisation using Cogniti can make a copy of your agent.
- Only the owner and specified administrators - this is the default option and only allows you and people you specify to make a copy of your agent.

Change who can also edit and administer your agent

At times you may want to give co-ownership roles to other people so they can configure your agent and see its conversation history.

You can change this in the *Sharing* tab under *Who else can edit and administer this agent?*



Start typing into the box to find user(s) you would like to give co-ownership permissions to. Note you will only be able to search for users from your organisation who have already logged into Cogniti.

Change who can review (audit) your agent

Reviewers (also known as auditors) are people who need access to see how the agent is configured and the interactions that students are having with the agent, but should not be able to edit the agent or take other actions on it.

You can change this in the *Sharing* tab under *Who can review this agent?*



Start typing into the box to find user(s) you would like to give co-ownership permissions to. Note you will only be able to search for users from your organisation who have already logged into Cogniti.