

PASSWORD MANAGER > VAULT BASICS > ORGANIZATION MEMBERS

About Collections

View in the help center:

<https://bitwarden.com/help/about-collections/>

About Collections

Collections group together related logins, notes, cards, and identities for [secure sharing](#) within an organization. Collections can be created and managed by any organization type. Collections are organization-equivalents to [folders](#), with a few key differences:

- Organizations can define [access to collections](#), allowing users or [groups](#) to access only the items they need.
- Items stored in an organization's collections(s) do not belong to any individual user, but rather to the organization.
- Organization-owned items **must** be included in at least one collection.

Your vault centralizes everything you have access to, like collections, [shared items](#), and personal items. To open a specific collection, select it from the vault's filter menu:

All vaults

+ New

FILTERS

Search vault

All vaults

My vault

Acme Enterprises

New organization

All items

Favorites

Login

Card

Identity

Note

SSH key

Folders

No folder

Collections

Operations collection

Tech support collection

Trash

All

Name

Owner

AWS

rep_riley

Acme Enter...

GitHub

rep_riley

Acme Enter...

Note


Acme Enter...

Open collection

Nested collections

When you nest a collection, it becomes hierarchically organized under another collection. Select where to **Nest your collection under** when you first create it or later by going to **Collections** → **icon** → **Edit info**:

Collection 2 ▾

FILTERS 

> All vaults


> All items


> Folders


▾ Collections


▾ Collection 1





▾ Collection 2

 Collection 3

 Default collection

 Archive

 Trash

<input type="checkbox"/>	All	Name	Owner	
<input type="checkbox"/>		Collection 3	My Organiz...	<div> <div> Edit info</div> <div> Edit access</div> <div> Delete</div> </div>

Nested collection

This only changes how your collection list appears in the filter column. Nested collections don't inherit items, access, or permissions from their "parent" collection.

Next steps

- [Create a collection](#) that you can add shared items to.
- [Share items with organization members](#) through your new collection.
- [Assign groups and members](#) access to your new collection.
- [Configure the permissions](#) your groups and members have to the collection.
- [Configure collection management settings](#) for your organization.

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