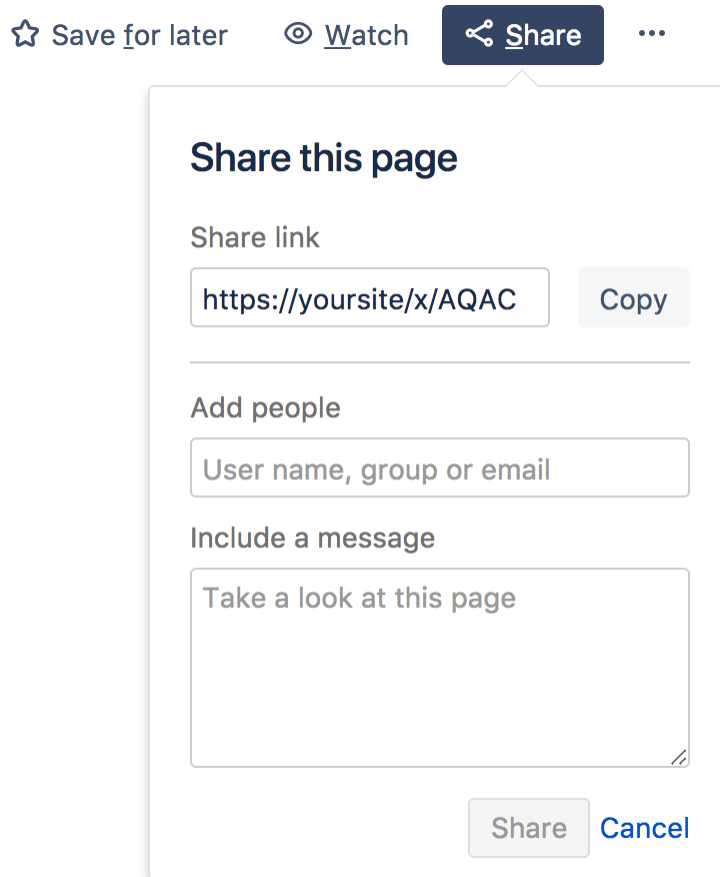


Share your page with a team member (step 9 of 9)

Once you've created content you'll want to share it with your team members. Confluence can do all the work for you, just click the **Share** button.

1. Let's tell someone about this page.
Click the **Share** button at the top right of the page. It looks like this:



The screenshot shows the top navigation bar with three buttons: 'Save for later' (with a star icon), 'Watch' (with an eye icon), and 'Share' (with a share icon). The 'Share' button is highlighted with a dark blue background. Below the navigation bar, a modal dialog box titled 'Share this page' is open. The dialog has a light gray background and a white border. It contains the following sections: 'Share link' with a text input field containing 'https://yoursite/x/AQAC' and a 'Copy' button; 'Add people' with a text input field containing 'User name, group or email'; and 'Include a message' with a larger text area containing 'Take a look at this page'. At the bottom of the dialog are two buttons: 'Share' and 'Cancel'.

2. Type the name of the person or group you want to share the page with.
You can also enter an email address.
3. Add a message to give the person some background about the page.
4. Click the **Share** button.
Confluence will send the person an email message about this page. Shared!

⚠ If your administrator has not added a mail server, the **Share** button will only show the share link.

PREV

HOME