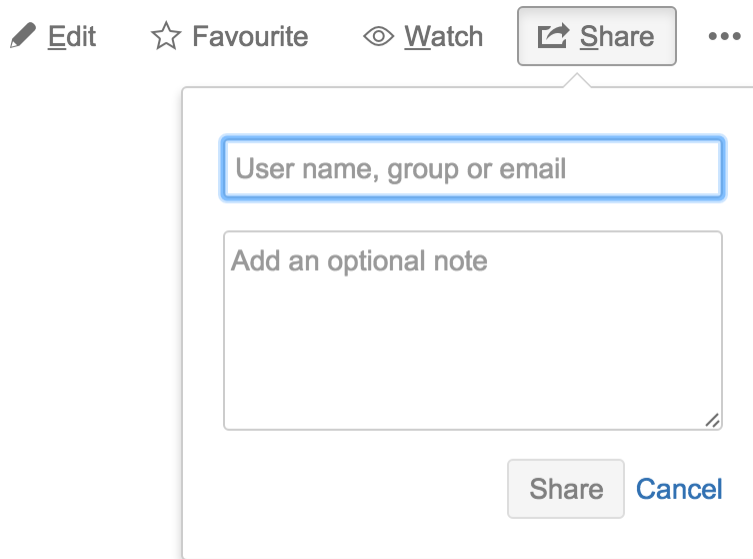


Share your page with a team member (step 9 of 9)

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 a horizontal toolbar with five items: 'Edit' (pencil icon), 'Favourite' (star icon), 'Watch' (eye icon), 'Share' (share icon), and a three-dot menu. Below the toolbar is a modal dialog box for sharing. It contains a text input field with the placeholder 'User name, group or email', a larger text area with the placeholder 'Add an optional note', and two buttons at the bottom: '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!

! The **Share** button only appears if your administrator has configured a mail server. In Confluence Cloud, this is all set up for you.

