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:

   ![Share button](image)

   ![User name, group or email](image)

   ![Add an optional note](image)

   ![Share button](image)

   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.