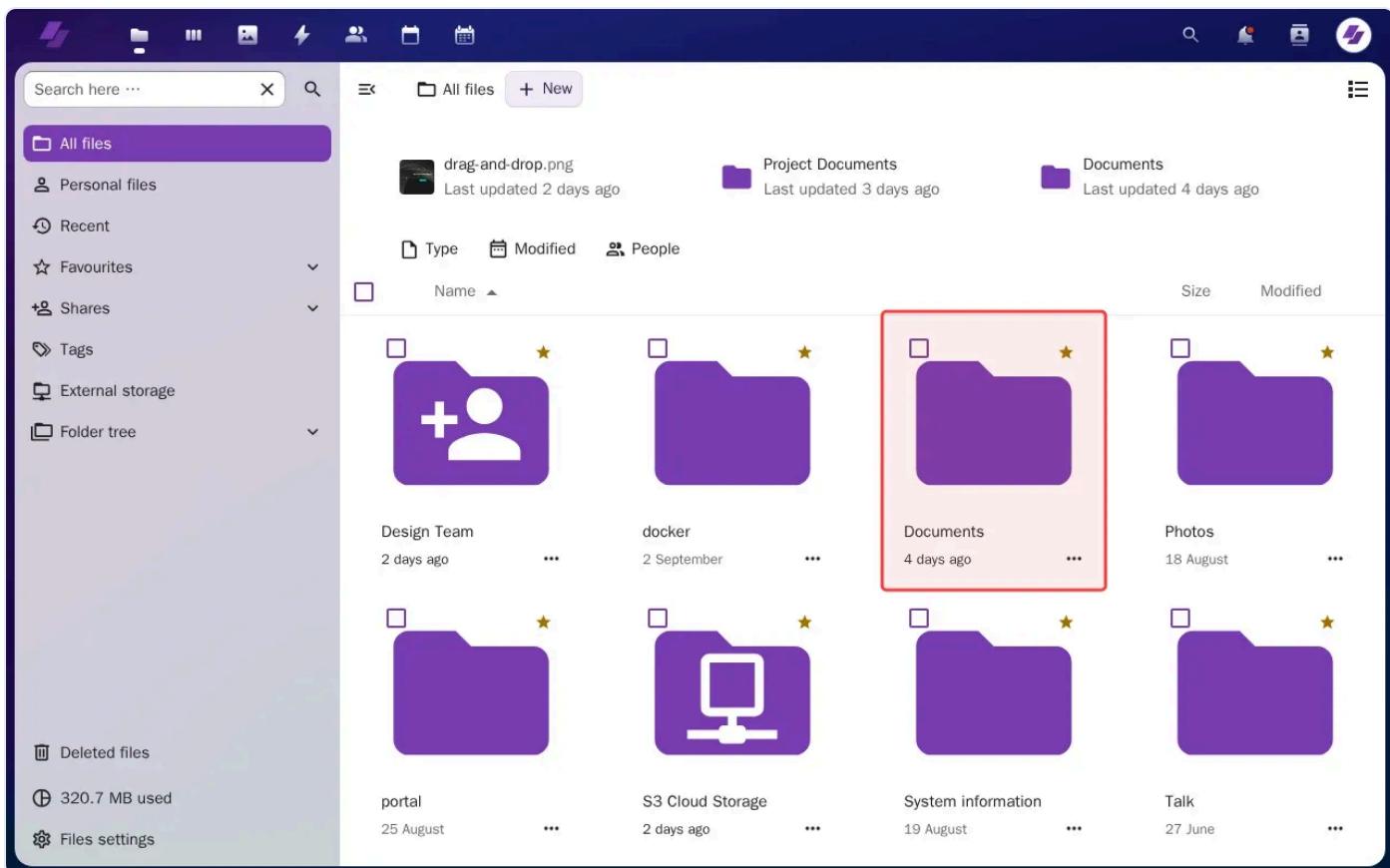


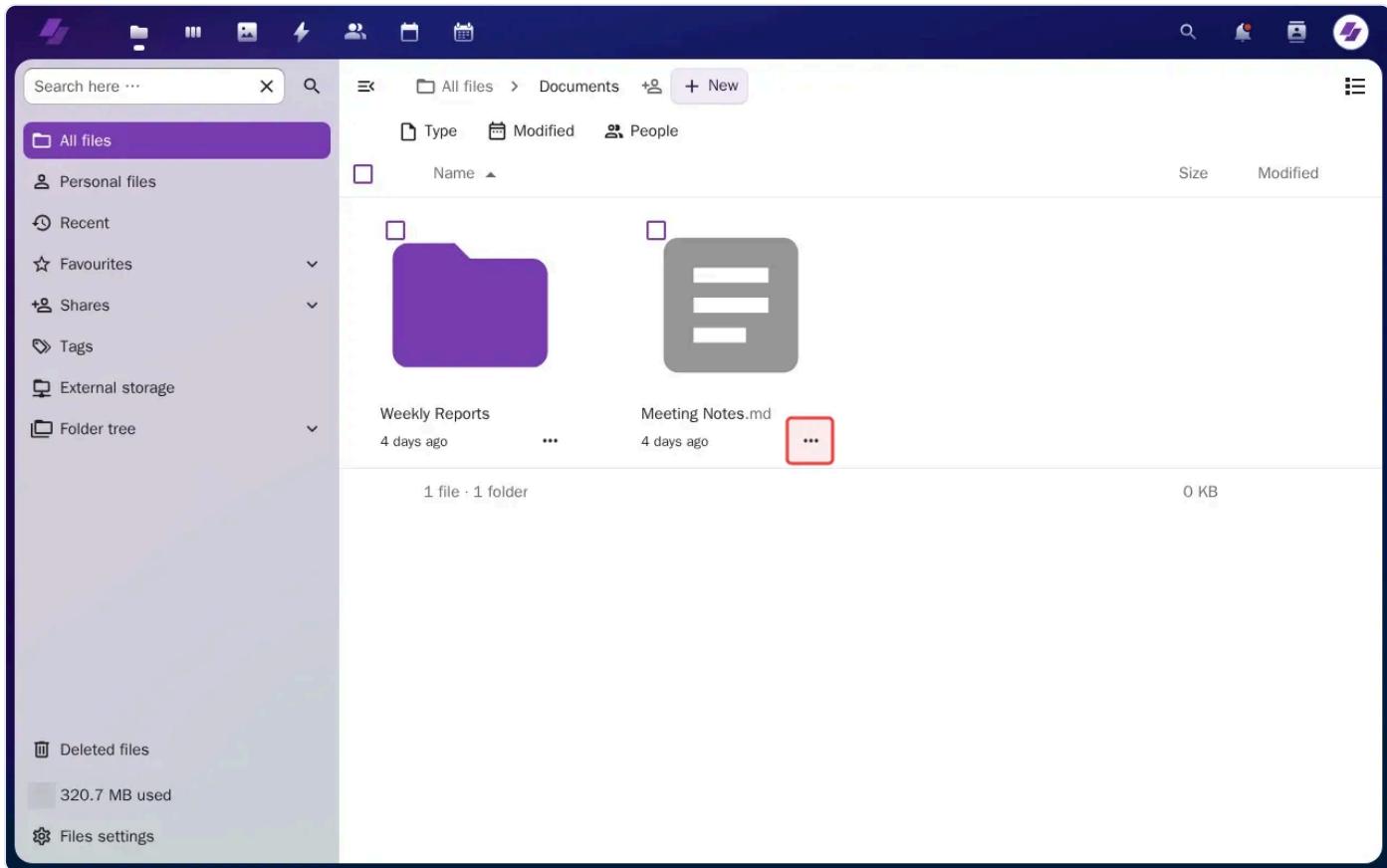
How to share a file in a folder

NextCloud 6 steps · 1m 52s

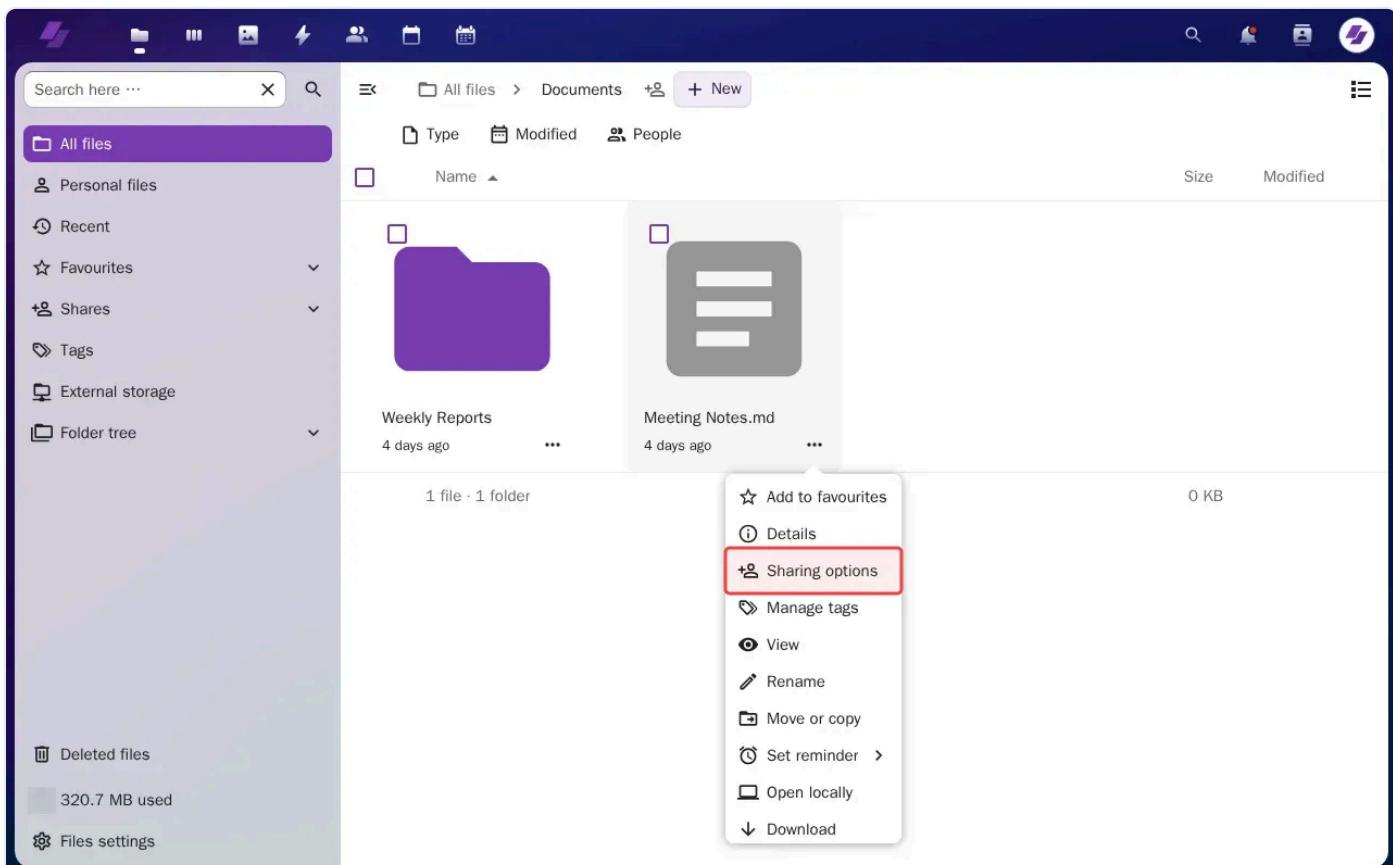
1 Click Documents folder to open it and find files.



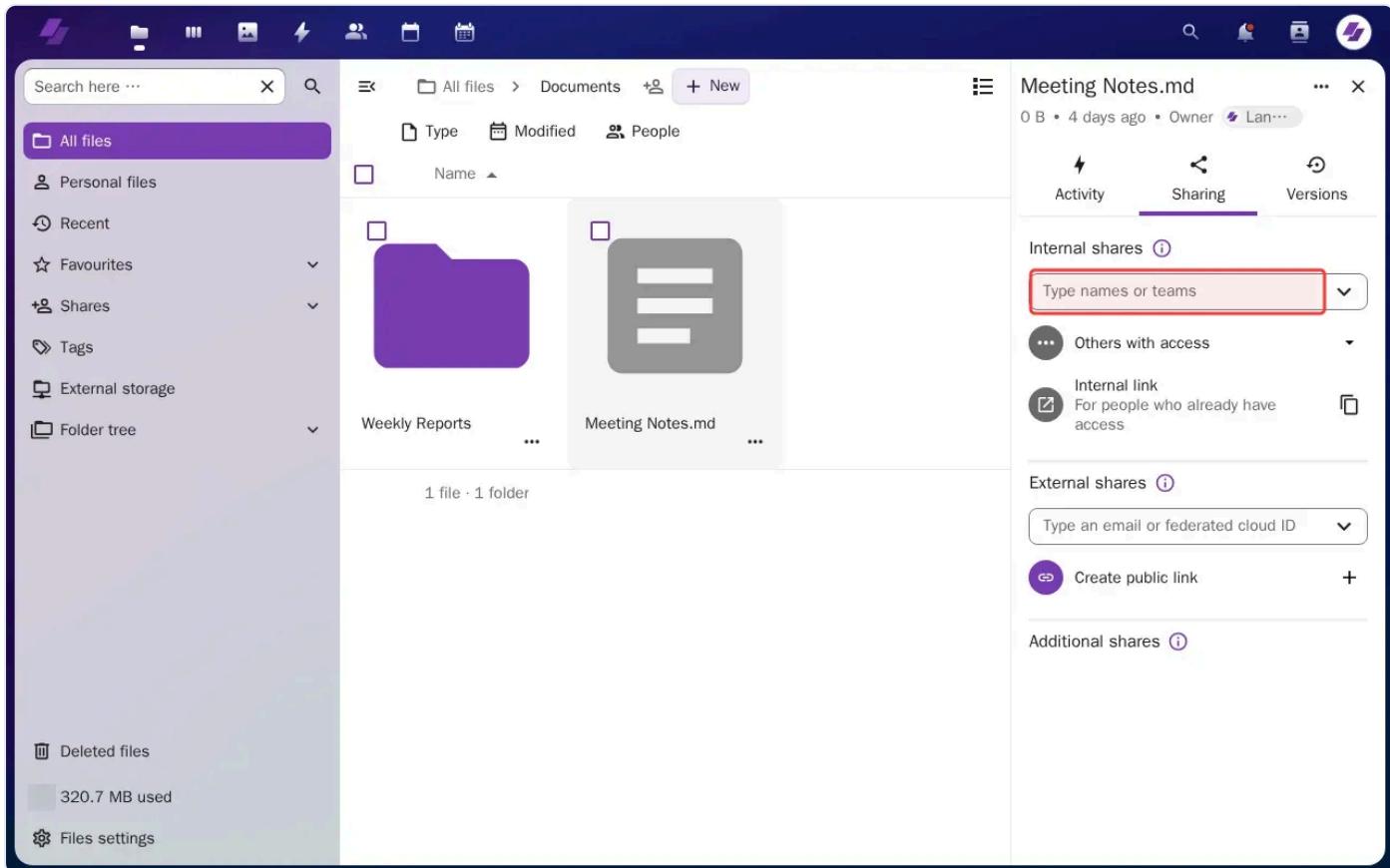
2 Click Actions menu for Meeting Notes file.



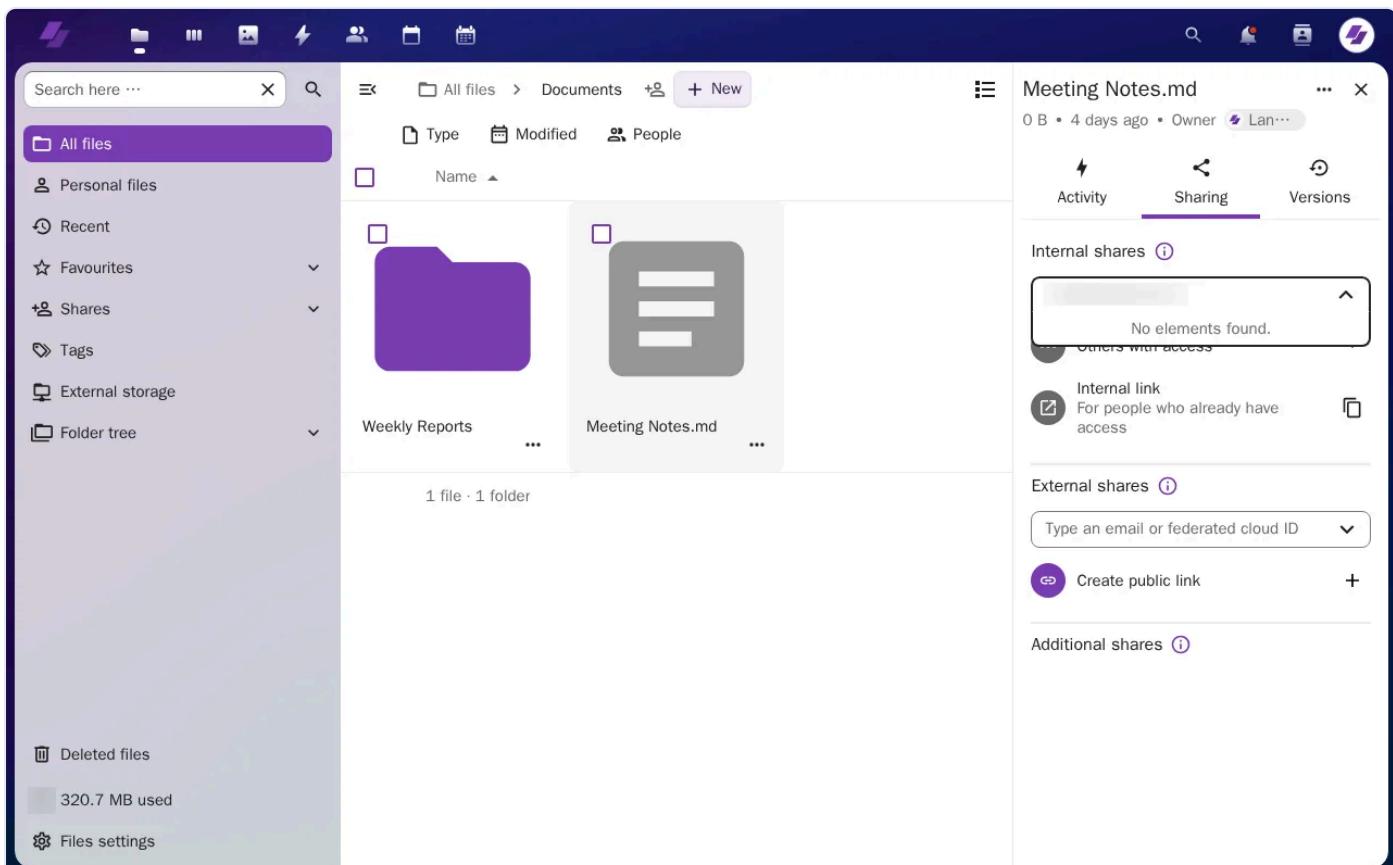
3 Click 'Sharing options' to open file sharing settings.



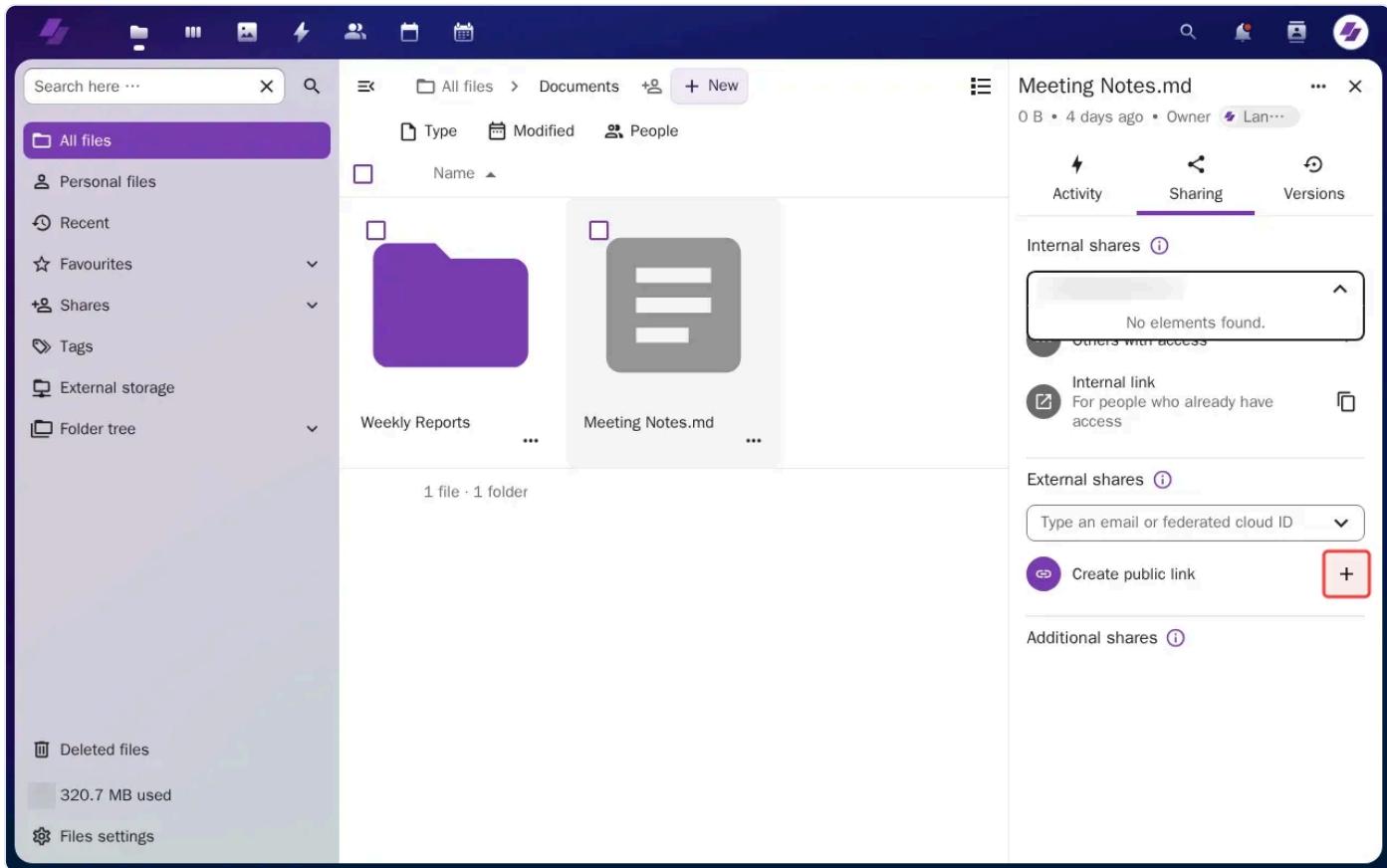
4 Type email address in the sharing field.



5 Scroll to find the Share button to complete sharing.



6 Click '+' button to create the share.



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