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Sharing a OneNote notebook [1]

May 9, 2022 by UIS Communications [2]

You can easily share OneNote notebooks stored in OneDrive or SharePoint across your devices or with others. To do so, you will first need to move any notebooks stored on your local device to OneDrive or SharePoint:

- Move a OneNote Notebook to OneDrive or SharePoint [3]

Once your notebook is successfully moved, share it with others by selecting **File** > **Share** > **Share with People**; or, if sharing a notebook from an older version of OneNote, select **File** > **Share** > **Invite People**.

You can now email a link to your notebook, allowing recipients to either view or modify your notes, according the permissions you assign them.

OneNote [4], Microsoft [5]
Display Title:
Sharing a OneNote notebook
Send email when Published:
Yes

Source URL:https://www.cu.edu/blog/tech-tips/sharing-onenote-notebook

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