

Meeting Notes

The sales team uses Confluence to take notes during their weekly team meeting.

- **Create a new meeting notes [page](#) using the meeting notes page template.** Go to the add menu and select "Page." Then click on the "Select a page template to start from." Choose the "Meeting Notes" template.
- **Search for 'notes' in the search box below** to search inside of past meeting notes.



Warning: Sample Content

This is sample content that comes included with Confluence for the purposes of demonstrating how the product can be used.