

# How to share a file and copy link

NextCloud 7 steps · 2m 41s

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- 1 Click actions menu for drag-and-drop.png file.
  - 2 Click 'Shared with others' to open sharing options.
  - 3 Click 'Copy' button to copy the sharing link.
  - 4 Hover over drag-and-drop.png file to reveal share options.
  - 5 Click drag-and-drop.png file to select it for sharing.
  - 6 Click share button to open sharing dialog.
  - 7 Click three-dot actions menu for drag-and-drop.png file.
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