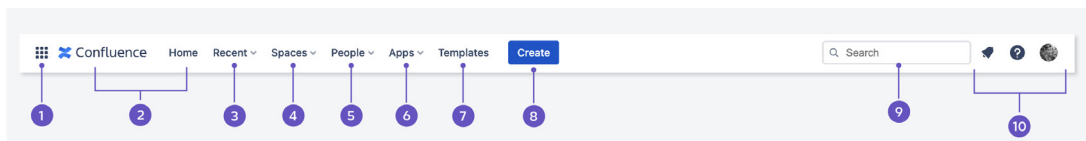


Quick start guide for Confluence Cloud

Logging in

1. Navigate to your new site and app via the links below. *Tip: Don't forget to update your saved links!*
 - a. New URL: <https://yourdomain.atlassian.net/wiki/home>
 - b. New app: <https://www.atlassian.com/software/confluence/mobile-app>
2. Use your **email address** to log in. If your company uses one account to log into all the systems you use, we'll prompt you to log in that way. If not, select **Forgot password** and enter a new password.
3. Set up a **new avatar** in your Cloud profile. Use an image of you or that will represent you across your Cloud products.

Navigation



1. **Product switcher:** Switch to other Atlassian Cloud products, like Bitbucket Cloud and Confluence Cloud, and access **Atlassian Start** to see recent projects across all Cloud products.
2. **Confluence logo, Home:** Navigate back to your homepage from any page.
3. **Recent:** Find and resume work on the things you use most. Find or search for pages you've visited, worked on, drafted, or starred.
4. **Spaces:** Get an overview of the things you care most about in Confluence. Your starred spaces appear at the top, followed by your recently visited spaces.
5. **People:** See the people and teams you work with, and create new teams.
6. **Apps:** See and manage apps installed on your Confluence site. *Note: Calendars and **Analytics** (Premium and Enterprise only) in your previous navigation bar are now located in this menu.*

7. **Templates:** Access the [library of templates](#) available for you to use in each of the spaces you've starred or recently visited. *Note: If you don't see this option, look under the **More** tab.*
8. **Create:** Create pages.
9. **Search:** Find pages, spaces, people, or use the advanced search filters. You can search anything visible to you in Confluence and results from all Cloud products will be included.
10. **Notifications, Help, and your Profile and Settings:** See what's new, get help, access your tasks, manage your watched spaces and pages, and customize your settings (ex. [Autowatch pages](#)).

Home page and general interface

Some elements in the home page and in spaces are now in different parts of the page or sidebar navigation. Use Ctrl+F or ⌘+F on the page to quickly find elements.

- **Home Page:** Items previously in the left side menu are now in the main area. Items under **My work** are now located under **Recent**. **Saved for later** is now called **Starred** and a **Drafts** section was added.
- **Spaces:** **Space Tools** has moved to the top of the left navigation and is now called **Space Settings**.

Editor

This is one of the biggest differences you'll experience in Cloud as we've made [significant updates](#) in our Confluence Cloud editor including:


- **Templates:** A lot of new [templates](#) have been added for your use in Cloud. Start off with templates to save time and learn new organizational and [formatting](#) tricks.
- **Macros:** Cloud doesn't support user macros. Some macros were also excluded to improve performance (see [here](#)); others have alternative methods of using the macros (see [here](#)).

TIP:

Before getting started on a new project or workflow, take a look through our [template library](#) for ideas to kick start your processes and save you time. There, you'll find free resources and best practices created by Atlassian teams and other companies to help you work better including:

- **Decision making:** Considering all options and communicating the reason behind decisions to your team can be hard. Use this decision making template to help manage your decisions.
- **Efficient meetings:** Keep your meetings on track and organized with clear agendas with this recurring meeting template. You can then track all meetings in one place and quickly access outstanding action items.

Keyboard shortcuts and markdown

Shortcuts will look different in Cloud products. When editing a page in Confluence Cloud, select the **Help**  menu at the bottom left of the page, and select **Editing keyboard shortcuts**. You can see the list of all the keyboard shortcuts and markdown available in the new editor (*depending on your operating system*).

Autocomplete keyboard shortcuts in editor

Instead of the wiki markup notation `{ ,` you'll now use the autocomplete slash `/` command to add macros, tools, elements, and apps to your pages. Note some main changes to autocomplete characters below:

Action	Cloud	Server/Data Center
Headings	#	h1.
Images	/	!
Links	/	[

Lists (unordered)	*	*
Lists (ordered)	1.	#
Macros	/	{
Tables	/	

Other editor changes and updates

- **Inline comments:** Whether editing a page or viewing it, quickly add comments to pages by:
 - Highlighting the text you want to comment on.
 - Selecting the **Comment** button that appears above the highlighted text.
 - Entering your comment and selecting **Save** (Ctrl+S or ⌘+S).
- **Anchor links:** In Cloud, anchor links are automatically created for all headings. Non-heading links still need to be specified by the [Anchor macro](#).
- **Attachments:** You can't natively render or link to attachments from other pages in Cloud. Instead, you can copy and paste the attachment link directly to your page.
- **Tables:** You'll notice some differences when managing [tables](#) in Cloud. For complex table use, Atlassian Marketplace apps may be needed. Contact your admin in these cases to review options.

Want to see more of Confluence Cloud in action?

Sign up for one of our [weekly demos](#).