

Using Spaces

For a more detailed introduction to spaces please refer to our [online documentation](#).

Spaces bind Confluence content together beneath a name. They are the containers for pages, blogs, and email.

As you've probably guessed by now, everything you've been reading so far is grouped in the Demonstration Space.

Spaces have a key, a title, and a description.

Using Space Keys

A key is simply a quick way to refer to the space. It lets you link to a page within the space very easily:

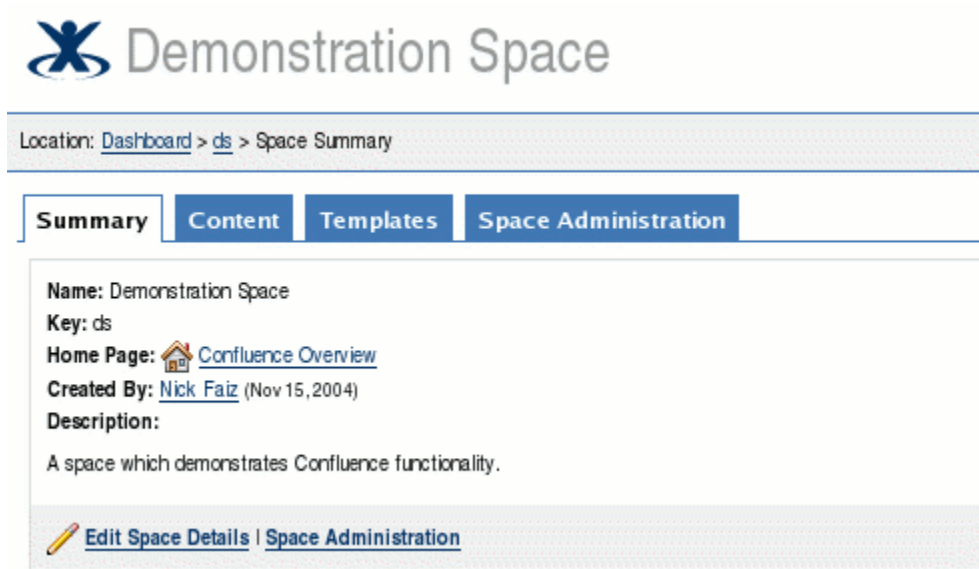
```
[ds:Using+Spaces]
```

gives [Using+Spaces](#). This is obviously more convenient than having to use the full name of the space.

Using the Space Summary

A Space Summary is available which lets you view (and control) every piece of content within your space.

Visit the [Demonstration Space Summary](#) and experiment with the *reporting*, *template*, and *administration* features available there.



Demonstration Space

Location: [Dashboard](#) > [ds](#) > Space Summary

Summary | Content | Templates | Space Administration

Name: Demonstration Space
Key: ds
Home Page: [Confluence Overview](#)
Created By: [Nick Faiz](#) (Nov 15, 2004)
Description:
A space which demonstrates Confluence functionality.

[Edit Space Details](#) | [Space Administration](#)

Note - you must be logged in as an Administrator or have the 'Administrate Space' permission to view 'Space Administration'