# **Getting Started**

To start using Evernote Integration, generate an evaluation or commercial license on Atlassian Marketplace. Please, note that you need to be Administrator to install the Evernote Integration add-on. Once installed, the add-on is available for all Confluence users. No settings are required.

Evernote Integration supports Evernote Business.

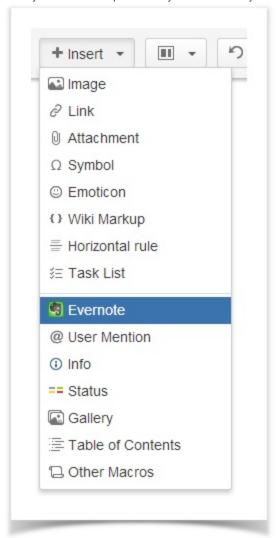
- Inserting Evernote notes to existing Confluence pages
  - Via Insert menu
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  Creating a new Confluence page with Evernote notes
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- Disconnecting or connecting to another Evernote account
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### Inserting Evernote notes to existing Confluence pages

You can copy your Evernote notes to existing Confluence pages in 'Edit' mode:

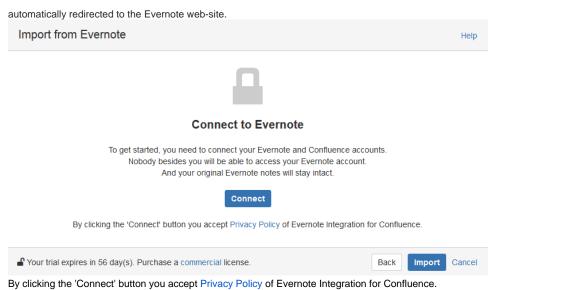
#### Via Insert menu

- 1. Open in the editor the Confluence page, to which you want to add a copy of your Evernote note.
- 2. Place your cursor at the point where you want to insert your note and select Evernote from the Insert menu.



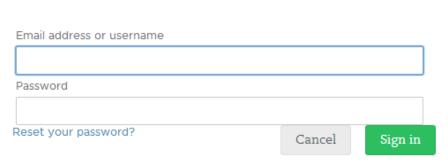
#### 3. Connect to Evernote:

When using Evernote Integration for the first time, you're prompted to Connect to Evernote. Click Connect to proceed and you will be



4. If you're not currently logged into your Evernote account, you need to enter your Evernote login and password and click Sign in.

# Sign in to authorize Atlassian Confluence

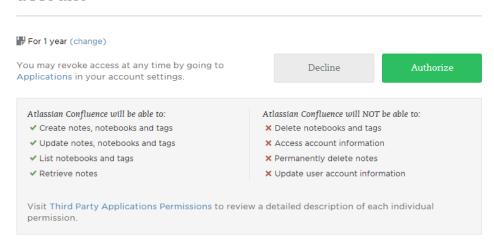


Create a new account

Rest assured that nobody besides you can access your Evernote account. You authorize your Confluence account to connect to your E vernote account. Evernote notes you share in Confluence can be viewed and edited by your team only in Confluence. Changing the copy of your Evernote note in Confluence doesn't affect the original note in Evernote.

5. Once logged into your Evernote account, you are suggested to authorize Atlassian Confluence to access your Evernote account. Click Authorize.

# Authorize **Atlassian Confluence** to access your account

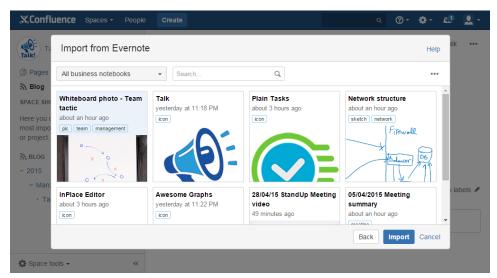


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You can't edit original Evernote notes or create new ones from Confluence.

If you'd like these features, please, vote for them.

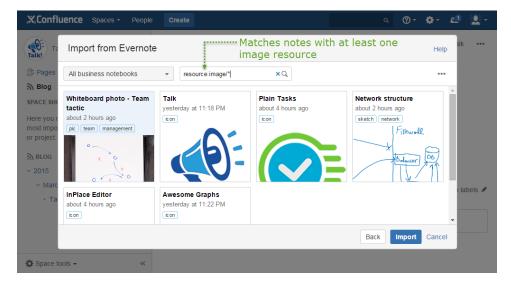
6. The Import from Evernote window containing cards with your Evernote notes is opened in Confluence.



7. Find the note you want to insert.

#### Searching for notes

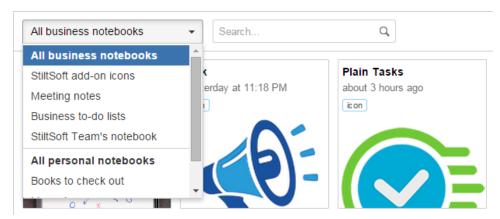
Search for the note you want to insert by scrolling through the list of notes. Or you can navigate to **Search box** and use **Evernote Search Grammar** to search by title, text content (including handwritten), tags, modification dates, etc.



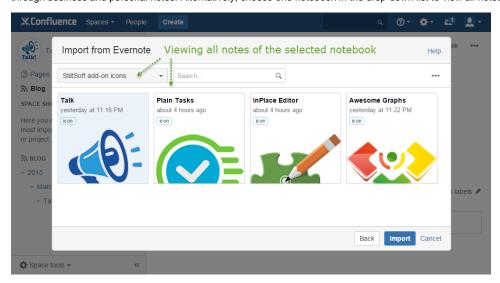
Besides that, you can use filtering and sorting options.

#### Filtering notes by notebook

**Notebook filter** includes all your Evernote notebooks. If you are using Evernote Business, all notebooks are arranged into two categories: business notebooks and personal notebooks.



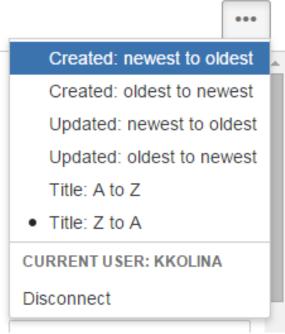
You can view all notes in all business (personal) notebooks by selecting **All business (personal) notebooks**. So you can search separately through business and personal notes. Alternatively, choose one notebook in the drop-down list to view all notes in this notebook.



#### Sorting notes

You can sort notes by date created, date updated and title. By default, the notes are ordered by their creation date, from newest to oldest. To

change the notes order, click ••• in the top right corner and choose another sorting option.



8. Select the note you want to import. You can import several notes at a time. To do that, select corresponding notes by marking checkboxes that appear in the bottom right corner of each card when you hover over it.



Besides clicking checkboxes, you can select notes by pressing Ctrl and clicking appropriate cards or navigating between cards with arrow keys and pressing the spacebar.

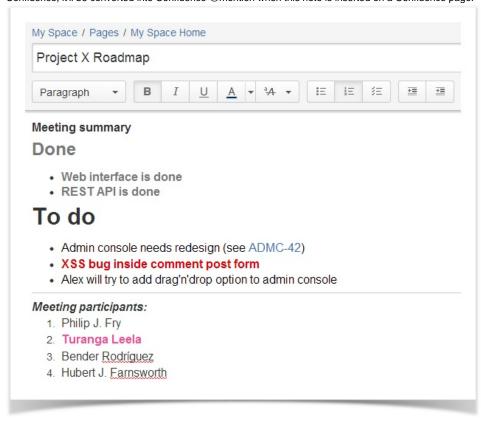


When you change filtering or sorting options, your marked checkboxes get unmarked.

#### 9. Click Insert.

- The note or notes will be added to the current Confluence page with all formatting preserved.
- Evernote to-do lists and text emoticons are converted into Confluence task lists and emoticons.

If your Evernote note contains a @username (not '@Full Name'), where a username corresponds to one of usernames existing in your Confluence, it'll be converted into Confluence @mention when this note is inserted on a Confluence page.



By default, users will see an error message if their note is not imported within the timeout set for connecting to the Evernote server. To learn how to change the default (180 seconds) timeout, refer to FAQ.



#### By pasting Evernote links

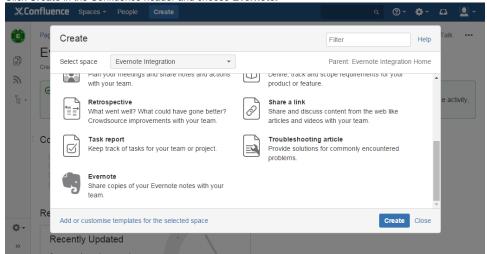
Instead of selecting Evernote from the Insert menu and searching for the right note to select, you can simply paste a link to your Evernote note at the point where you want to insert your note on a Confluence page. The content of the Evernote note, which link you pasted, will be automatically copied to the current Confluence page. To do that:

- 1. In Evernote, go to the note you want to copy to Confluence.
- 2. Copy the Evernote note link using the Share menu in Evernote.
- 3. In Confluence, paste the link to a page in the Edit mode.

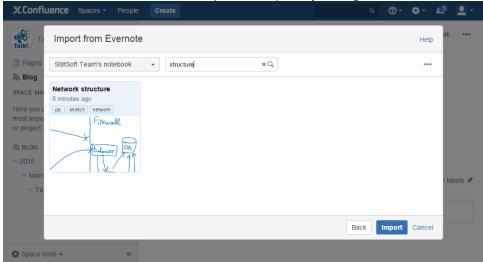
# Creating a new Confluence page with Evernote notes

You can easily create new Confluence pages with Evernote notes by using the Confluence Blueprint called Evernote. To do that:

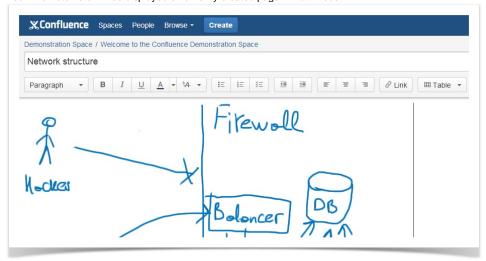
1. Click Create in the Confluence header and choose Evernote.



2. Select an Evernote note as described in the Steps 6-9 above (in the By selecting Evernote from the Insert menu Section).



3. Your Evernote note will be displayed on a newly created page in Edit mode.



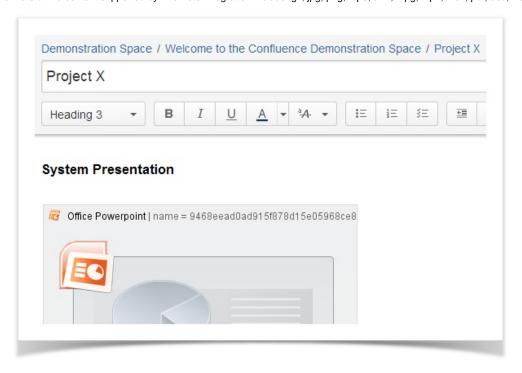
4. Edit the page and/or click Save to confirm creating a page.

## Copying Evernote notes with content other than text

Apart from text notes, you can insert images, media files, PowerPoint decks, Excel tables etc. They can be added as described above and are automatically converted to corresponding macro. Once included on a Confluence page, copies of such Evernote notes files are saved as page attachments.

If your notes contain to-do lists, Evernote Integration flawlessly converts them to Confluence task lists with all formatting preserved.

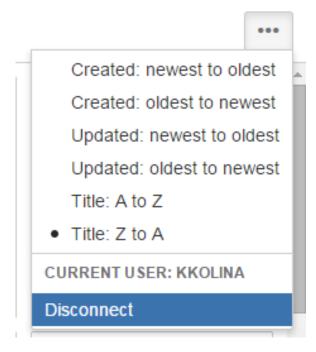
The formats of the content supported by Evernote Integration include: gif, jpg, png, mp3, amr, mpg, mp4, mov, pdf, doc, xls, ppt, docx, xlsx, pptx.



## Disconnecting or connecting to another Evernote account

To find out what Evernote account your Confluence account is connected to, click ••• and check the current user section.

Below that section, you can see the **Disconnect** link. Click it, if you need to disconnect your Confluence and Evernote accounts. Once disconnected, it's possible to connect to the same or another Evernote account.



Viewing the list of users who use Evernote Integration

To see what Confluence users use Evernote Integration on your site, go to Confluence administration and navigate to the 'Evernote Integration Users' page. This page only shows users who connected to Evernote using the integration and authorized Confluence to access their Evernote account. Users who disconnected from Evernote are not on the list.

Vote for new features