

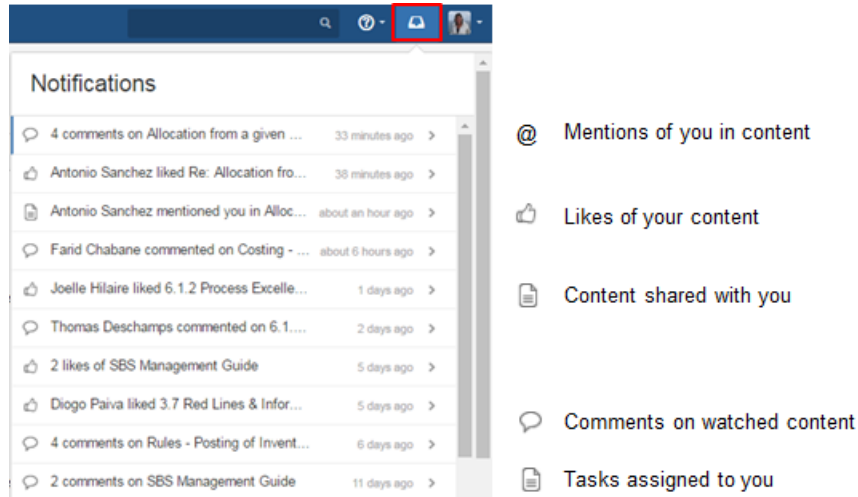


# Confluence - Workbox

- The workbox  displays all notifications collected from page watches, shares, mentions, and tasks. From your workbox you can reply to comments, like a comment or page, watch a page, or open the relevant page or blog post.

1. Choose the workbox icon  in the header.
  - A number will appear the workbox icon, to indicate the number of unread notifications waiting for your attention.
2. Choose a notification from the list, to see the notification details. You can then:
  - **Open** the related page, blog post, or comment.
  - **Like** or **Unlike** the page, blog post, or comment.
  - **Watch** or **Stop Watching** to receive notifications, or stop receiving notifications, about a page or blog post.
  - **Reply** a comment, without leaving the workbox.



The workbox displays all notifications collected from the wiki page watches, shares, mentions, and tasks.

You can view your notifications and convert them to personal tasks. Use the inline actions to reply to comments, like a comment or page, or watch a page. Follow the links in a notification to open the relevant page or blog post.

Notification features include:

1. notification box always accessible
2. notification context visualization
3. convert a notification to a task

