

How can I share the documents with other team members?

The process of assigning permissions to a document can be either very simple or very complex. If your library is a simple collection of documents, in folders or not, all you need to do is add users to the library into the given roles, and then, if desired, adjust permissions on individual folders and/or documents.

If, on the other hand, your library is more complex, with classes, categories, and workflows, then the permissions are correspondingly more complex, as well.