NOTION HOW-TO

How to mention a person

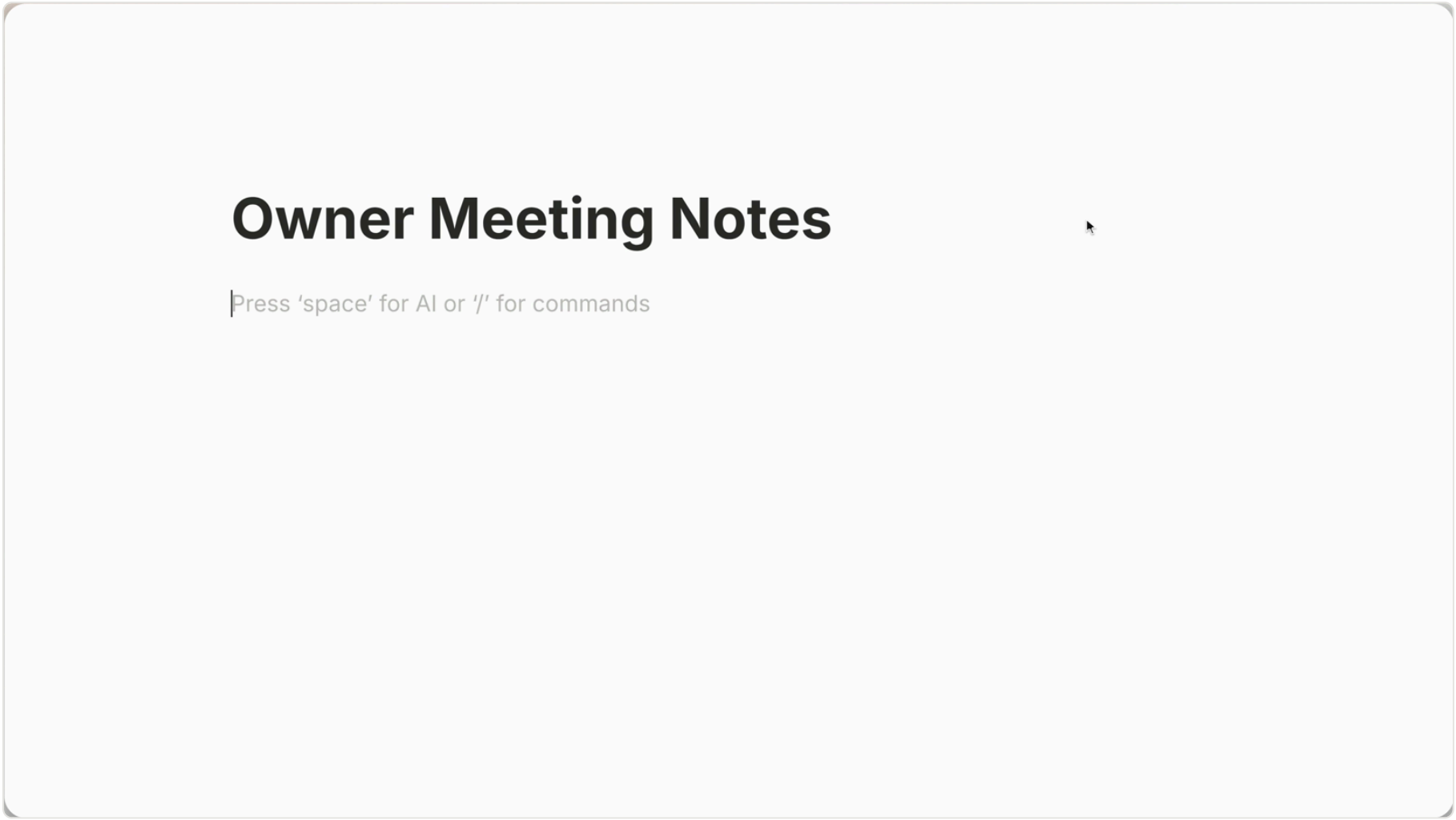
1. Click below the page title
2. Start the sentence
3. Type @ and their name, then pick them

3 steps. Watch the video or a step's GIF for the motion; this guide holds each step's result.

Step 1 of 3

Click below the page title

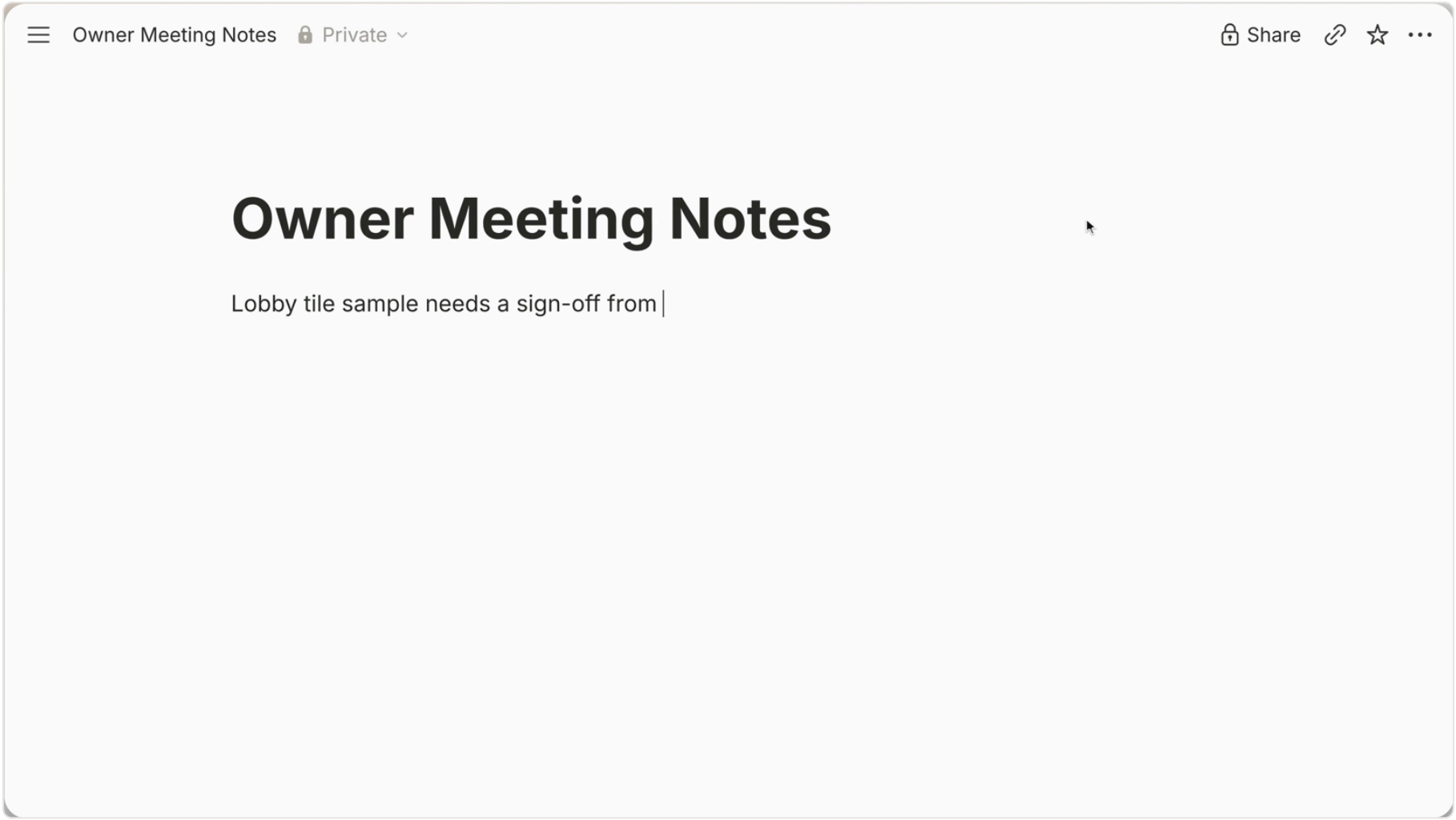
Put your cursor on the empty line where it should go.



Step 2 of 3

Start the sentence

Mentions work anywhere you can type.



Step 3 of 3

Type @ and their name, then pick them

The person gets a notification with a link to this line.

