

# Setting up your Personal Space

Your personal [space](#) is a place where you can publish your own pages and blog posts. Once you have set up your personal space, Confluence users can reach it by clicking your name in the [People Directory](#).

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## Creating your personal space

To set up your personal space, you require the 'Personal Space' permission which is assigned by a [Confluence administrator](#) from the [Administration Console](#). Refer to the [Permissions Overview](#) and [Global Permissions Overview](#) topics or contact a Confluence administrator for more information.

### To create your personal space:

1. Go to **your name** at the top of the page. (This is the 'User' menu. A dropdown list will appear when your cursor hovers over the 'User' menu.)
2. Select **'Create Personal Space'** from the dropdown list. The 'Create Personal Space' view will open.
3. Enter a few details about your space:
  - Choose who can **view** content.
  - Choose who can **contribute** (create and edit) content.
  - Choose the **Theme** (look and feel) for your personal space.

## Create Personal Space

Your **personal space** is your own private workspace within Confluence.

You can optionally let other people **view** or **contribute** to it.

### Who can contribute to your personal space?

You can customize these permissions once the space is created.

Choose who can **view and comment on** content:

- Me
- Registered users - anyone logged into Confluence

Choose who can **contribute** (create and edit) content:

- Me
- Registered users - anyone logged into Confluence

### Choose Theme

To change the theme of this space, select one below.



#### Default Theme

Use the globally configured look and feel. You can customise colour schemes and layouts manually.



#### Clickr Theme

A simple, clean Confluence theme inspired by Flickr - [www.flickr.com](http://www.flickr.com).



#### Modern Confluence Theme

The Confluence default theme with a more modern feel. This theme requires Firefox 3, Internet Explorer 7+ and Safari 4



#### Left Navigation Theme

Provides a navigation bar on the left hand side of the screen.

### Where is my personal space?

Once created, your personal space will be accessible (to anyone who can **view** it) at:

**\$bootstrapManager.domainName/display/~fredfer**

Create

Cancel

4. Click **Create**.

5. The 'Home' page for your new space is displayed.

**Note:** Your home page will automatically contain any [default space content](#) as defined by your Confluence administrator.

## Adding and changing content in your space

Now you can start [adding pages](#) to your personal space. You may also want to [upload your photo](#).

## Granting access to your space

When you created the space (see [above](#)), you made some preliminary decisions about who can view and contribute content to your space. You can change the [permissions on your space](#) at any time.

## Notes

- Once you have set up your personal space, you can return to it any time by clicking your name (next to the word 'Welcome' at the top of the page).

### Related Topics

[Working with Spaces](#)

[Converting a Global Space to a Personal Space](#)

[User Profile Overview](#)

[Linking to Personal Spaces and User Profiles](#)

Take me back to the [Wikis Help Guide](#).