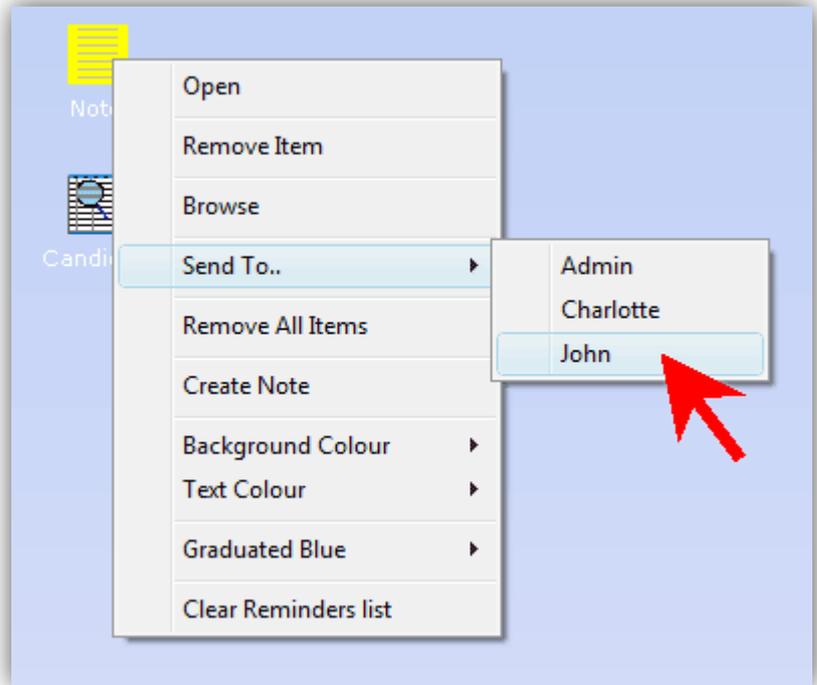


# How do I send a Desktop item to another user?

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*You can send any item on your Recruit Studio desktop to another user. This is really useful if you work in teams as you may want to send notes, searches or potential candidates to a colleague.*

1. Right-click on an icon that you want to send.



2. When the other user next logs in, they will find the note, record, search or file has been added to their Desktop.

*See also:*

- *How do I save a record, document, note or other file to my Desktop?*