

Gemini Notebook Sharing Options

<https://share.gemini.google/WEgd8iPmRnb2>

When sharing a notebook (project) in **Gemini Notebook** (NotebookLM), clicking the **Share** button opens sharing controls where you can specify who gets access and assign specific permission roles.

1. Permission Levels (Roles)

When adding individuals or groups, you can assign one of two permission roles: **Viewer** or **Editor**.

Viewer

- **Consequences & Capabilities:**
 - **What they CAN do:** Interact with the notebook by submitting chat prompts, reading existing source summaries, generating/listening to Audio Overviews, and reading saved notes grounded in the project's sources.
 - **What they CANNOT do:** Viewers cannot add, upload, or remove sources, create or edit saved notes, modify notebook settings, or share the notebook with others.

Editor

- **Consequences & Capabilities:**
 - **What they CAN do:** Collaborate on content within the notebook. They can add and upload new source documents, edit or delete existing sources, sync linked files, and create, edit, or delete notes.
 - **What they CANNOT do (Owner-only restrictions):** Editors do **not** have full administrative control. Editors cannot:
 - Delete the notebook itself.
 - Share the notebook with new users or groups.
 - Revoke access or change permissions for existing users.
- Note on Permissions:** If a user is assigned multiple roles (for example, individual *Viewer* access but part of a group with *Editor* access), Gemini Notebook grants the **highest** permission level available to them (in this case, *Editor*).

2. General Access & Link Sharing Options

In addition to explicitly inviting individual users or email groups, the sharing dialog allows you to set link-based visibility:

- **Restricted:** Only people or groups explicitly added under the access list can open the notebook via the link.
- **Organization / Anyone with the link:** Anyone within your organization (or anyone with the link, depending on administrative domain settings) can access the notebook at the default permission level set for link access (typically *Viewer*).

3. Owner Control & Revocation

The notebook **Owner** retains full governance over the project. From the same **Share** menu, the owner can:

- Change a user's role from *Viewer* to *Editor* (or vice versa).
- Select **Revoke access** next to any user or group to remove their visibility immediately.
- Permanently delete the entire notebook project.