

Wiki Pages

Overview

Wiki Pages are meant to be user-created community editable pages covering a specific topic or topics. Wiki pages allow users to share their knowledge of a subject and related areas in a simplified mark-up with a complete history of page changes.

Creating New Wiki Pages

1. Navigate to **<https://yourhub.org/wiki>** and log into the Hub as a registered users
2. On the Wiki home page, click on **Create a New Article**
3. Fill in the required fields
4. If you need more help with wiki formatting, click on the link at the bottom of the Page text box
5. Click **Preview** if you'd like to see how your page looks like before submitting it. Click **Submit** when ready. The wiki page is now created
6. To create a new wiki page within a group:
 - a. Go to the **Wiki** tab inside a group
 - b. Click on the **New Page** button
 - c. Fill in the required fields
 - d. Click **Preview** if you'd like to see how your page looks like before submitting it
7. Click the **Save** button when ready

The screenshot shows the 'New page' form in a wiki application. The form is titled 'New page' and has a blue header bar. Below the header, there are three buttons: 'New page', 'Index', and 'Search'. The form is divided into several sections:

- PAGE**: This section contains two dropdown menus. The first is labeled 'Parent page:' and has '(none)' selected. The second is labeled 'Template:' and has 'Select a template...' selected.
- Title: REQUIRED**: This section has a text input field for the page title.
- Page text: REQUIRED**: This section has a rich text editor with a toolbar containing various icons for bold, italic, underline, link, unlink, list, and other formatting options.
- Image Upload**: On the right side, there is a section for uploading images. It includes instructions: '[[Image(filename.jpg)]] to include an image.' and '[[File(filename.pdf)]] to include a file.' Below this is a 'Click or drop file' button and a 'No Files Found' message.

Embedding an Image or File on Wiki Pages

Note: In order to embed an image or file on the wiki page, you must first upload the image or file.

To embed an uploaded image/file:

1. Go to the **Edit** section of the wiki page you would like to edit
2. On the Page text box, place your cursor where you want the image or file to be. If you are uploading an image, click the Embedded Image button on the toolbar. If you are uploading a file, click on the **Embedded File** button
3. Replace the highlighted text with the full name of the uploaded item you want to embed
 - a. For image: **[[Image(examplepicture.jpg)]]**
 - b. For file: **[[File(examplefile.pdf)]]**
4. Scroll down to the bottom of the page and click **Submit**
5. The item you chose to embed will now appear in the area where you placed it on the wiki. If you embedded a file, it will show up as a link that users can download

Uploading an Image or File to Wiki Pages

In order to embed an image or file on the wiki page, you must first upload the image or file in the wiki. To upload an image or file, follow these steps:

1. Navigate to **https://yourhub.org/wiki** and navigate to the Edit section of the wiki page you would like to edit
2. Upload a file to the page by locating the file on your computer then click the **Choose File** or **Upload a File** button
3. Locate the image or file you would like to upload and click **Open**
4. Click **Upload**
5. Your file is now uploaded in the wiki and you can now embed it in the wiki's Page text box so others can view or download it

Making a List of Available Wiki Pages

When a new wiki page is created, there is really no way to access the newly created wiki unless you know the URL of it (see Creating a Wiki Page tutorial to figure out the URL of your wiki page). *A wiki macro (or custom function to insert dynamic content in a page) can be added to a page to display a list of existing wiki pages within a given wiki.*

To add a wiki macro that generates a list of all wiki pages:

1. Navigate to **<https://yourhub.org/wiki>** and navigate to the **Edit** section of the wiki page you would like to edit
2. Type in this wiki macro **[[TitleIndex]]** where you want the list to appear in the wiki page
3. Click the **Submit** button
4. You will then see a bulleted list of all available pages where you added the macro

Note: This macro allows you to provide a list of all wiki pages in that group. If you would like to view an alphabetical list, click on all pages at the top of the wiki page.

Deleting a Wiki Page

1. Navigate to **<https://yourhub.org/wiki>**
2. Log in to the Hub and locate the Wiki page that is to be deleted
3. Once the Wiki has been located, open the Wiki to preview
4. On the right hand side, locate the **Delete** button and click it
5. Confirm the deletion and then the Wiki will be permanently deleted from the Hub

Editing Content on Wiki Pages

WIKI PAGES

1. Navigate to <https://yourhub.org/wiki>

2. Open the wiki page you would like to edit

3. Go to the **Edit** section of the wiki page

4. **Edit** the page

5. When you're done with all your changes, scroll down the bottom of the page and click **Preview** if

you'd like to see how your page looks like before submitting it. Click **Submit** when ready

6. The wiki page is now updated

What is the purpose of identifying a "Parent" for a new wiki page?

By making an article have a parent page just builds the URL path. For example, if you have a main page and you wanted to have several articles that explain parts of the main page children of the main page, then the other pages' URL would be: yourhub.org/groups/groupname/wiki/mainpage/childpage.

Now, these child pages do not automatically link to the parent, because wiki pages allow for flexibility. If you wanted children to be linked to their parent page, then you would need to manually add the children links to the parent page by adding the links in the content of the wiki page.

Wiki Search Results

The wiki search uses MySQL's FULLTEXT. While it works fairly well with a lot of data, it tends to not return the best (or any) results when there's little data to work with. In other words, the more content there is in the wiki, the better the search results will probably be. It also has a number of stop words it will ignore due to the frequency found in normal text (e.g., "the").