

Wiki – Group Web Pages – Classroom or Project Workspace

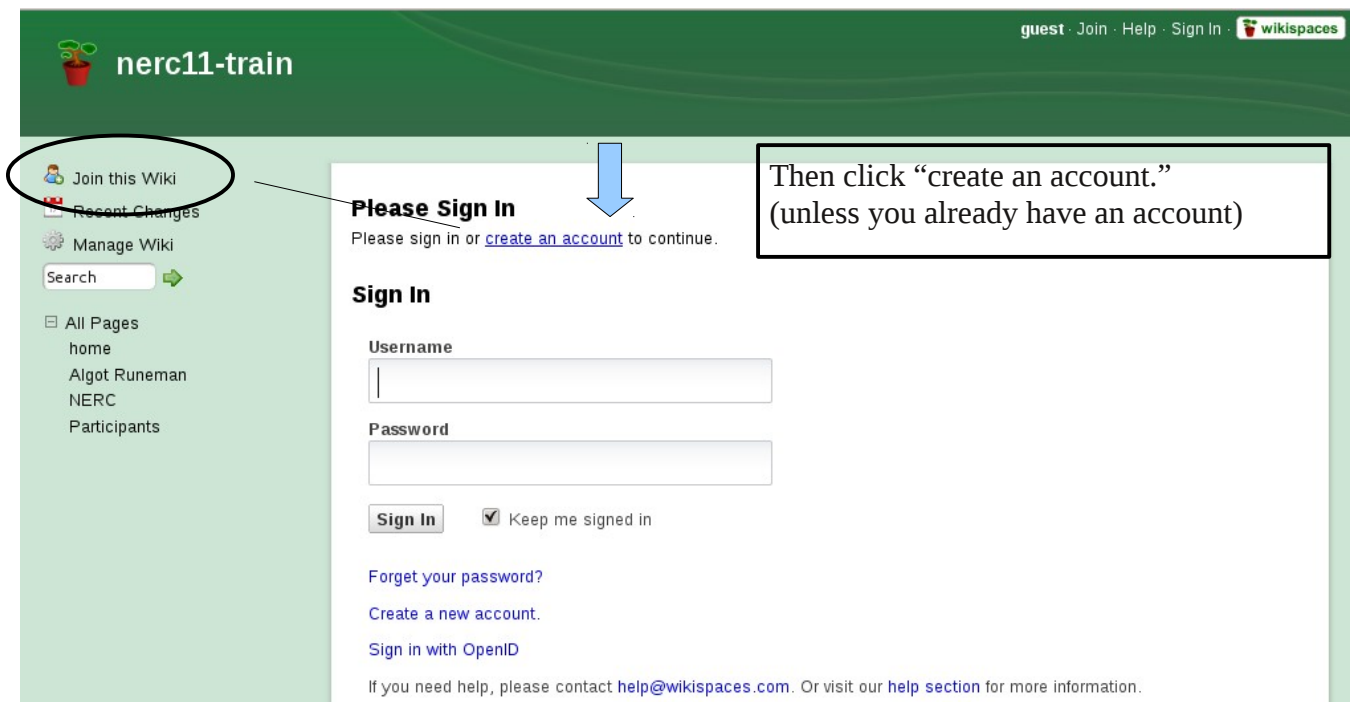
Easier to develop than a Web site. No need for HTML.
Pages link easily.
Many authors in the shared space.

For the NERC11 session, we'll be using the Wikispaces tool. I've set up a “wiki workspace” in which you will begin your practice. After that, you may create your own.


You will first need a Wikispaces account.

Go to the practice wiki page: <http://nerc-train.wikispaces.com>

Click the “Join this Wiki” link



The screenshot shows the Wikispaces interface for the 'nerc11-train' workspace. The top navigation bar includes 'guest', 'Join', 'Help', 'Sign In', and the Wikispaces logo. The left sidebar contains links for 'Join this Wiki', 'Recent Changes', 'Manage Wiki', a search box, and a list of pages including 'home', 'Algot Runeman', 'NERC', and 'Participants'. The main content area features a 'Please Sign In' section with a blue arrow pointing to the 'create an account' link. Below this is a 'Sign In' form with fields for 'Username' and 'Password', a 'Sign In' button, and a 'Keep me signed in' checkbox. A text box on the right contains the instruction: 'Then click “create an account.” (unless you already have an account)'. At the bottom of the sign-in section are links for 'Forget your password?', 'Create a new account.', and 'Sign in with OpenID', along with contact information for help.



Sign In

Join Now

Username

Password

Email Address

We will not spam or share your email address.

Make a Wiki?
 Yes No
Create a wiki now or after you join.

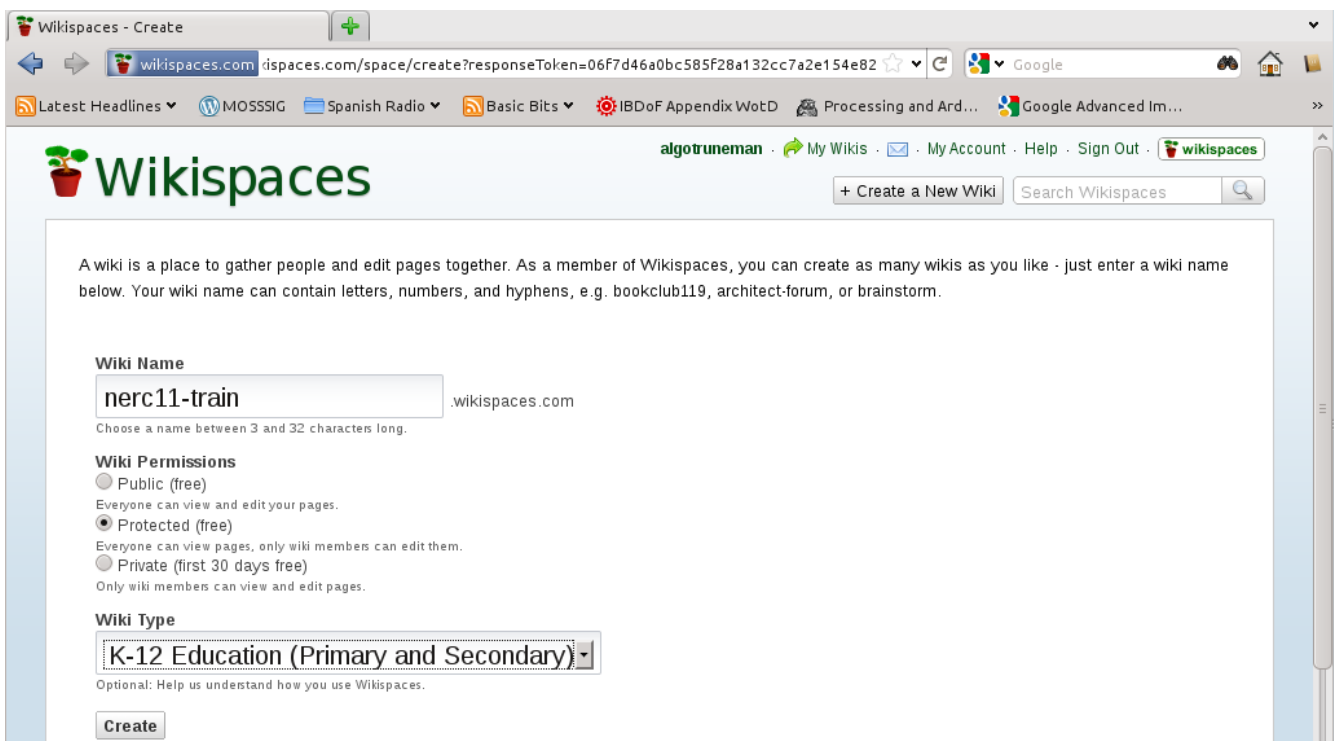
Already have an account? [Sign in.](#)

Get Started

Enter a username, password, and email address to create a new account.

Wikispaces will never sell or release email addresses to third parties. We also won't show your email address to other members. For more information, please see our [privacy policy](#).

Initially, I'll have you work with the Wiki I've set up for the NERC11 session.



Wikispaces - Create

wikispaces.com

algotruneman · My Wikis · My Account · Help · Sign Out · wikispaces

+ Create a New Wiki Search Wikispaces

A wiki is a place to gather people and edit pages together. As a member of Wikispaces, you can create as many wikis as you like - just enter a wiki name below. Your wiki name can contain letters, numbers, and hyphens, e.g. bookclub119, architect-forum, or brainstorm.

Wiki Name
 .wikispaces.com
Choose a name between 3 and 32 characters long.

Wiki Permissions
 Public (free)
Everyone can view and edit your pages.
 Protected (free)
Everyone can view pages, only wiki members can edit them.
 Private (first 30 days free)
Only wiki members can view and edit pages.

Wiki Type

Optional: Help us understand how you use Wikispaces.

<http://nerc11-train.wikispaces.com>

There are helpful video tours to watch.

<http://www.wikispaces.com/site/tour>

Read the information on the next pages for a general description which you will get if/when you start your own wiki. The pages are images from the “Getting Started” screen presented during the setup of a new wiki.

The activities for your work time during the NERC Web Tools session are outlined on the Wiki home page (sneaky way to get you into the Web/cloud work process).

[Home](#) [Turn Off "Getting Started"](#)

Welcome to Your New Wiki

Whether this is your first wiki ever or just your first wiki of the day, we're happy to have you on board. This wiki is basically your own personal Web site with an edit button. You get to choose who can see it, and who can make changes, and you can use it to do almost anything you can imagine. We put this document together to get you started and give you a glimpse of what you can do as the organizer of this wiki.

What it means to be a wiki organizer

Wiki organizers handle the administration of the wiki. As an organizer of this wiki, you have some special powers that other members won't have. These are just a few:

- Setting permissions for the whole wiki
- Managing wiki members
- Changing the look and feel
- Locking pages so no one can edit them
- Deleting or renaming files and pages

And whenever you decide you want a little more help with your wiki, you can promote other members to organizers, as well.

Special wikis for educators

We offer a free upgrade for wikis that are used exclusively for K–12 or Higher Education. These wikis are **free** and **ad-free**, and you can make them **private** for extra security for your students. These wikis also come with a User Creator tool that lets you **open student accounts in bulk** — with or without student email addresses.

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If it does not say this, go to **Manage Wiki > Subscription**, scroll down to the "Complimentary upgrades for educators" heading, and click **Request your free K–12 plan wiki**, or **Request your free Higher Education wiki**.

Any time you want to create a new K–12 wiki, go to [this page](#).

If you want to create a new Higher Education wiki, you can go to [this page](#).

Getting Started with Your Wiki

Editing the home page

When you're ready to get started, hit the **Edit** button on the home page of your wiki. Just jump right in and play around. If you want a little extra guidance, check out our [video tours](#). And if you run into any serious trouble, shoot us an email at help@wikispaces.com.

Setting up site navigation

As you add more and more pages to your wiki, you'll probably start thinking about how visitors are going to navigate through your wiki.

Your navigation bar

Your default navigation bar contains a Page List widget that lists the first ten pages of your wiki in alphabetical order. If you decide that you want to arrange it differently, you can click the **Edit Navigation** link and delete the blue Page List widget. Then you can edit the navigation bar just like you would edit a wiki page to add links and explanatory text. If you need assistance, our [video tours](#) will show you how to edit a page.

If you want to get your default navigation back, click the widget tool in the editor bar (it looks like a little TV) then click **Wikispaces**, then **List of Wiki Pages**.

Linking pages

You can also build navigation right into the pages themselves. When you link to a new page, you create a path for the visitor to follow. You could, for example, create one page called Projects that is just a list of links. Then, every time you added a new link to that page, you would actually be creating both a page for that project, *and* an easy-to-follow path to that project.

Getting to Know Your Manage Wiki Tools

The **Manage Wiki** link in your sidebar will take you to the nerve center of your wiki. Here you can customize your wiki and handle administration. Let me introduce you to a few of the tools that people tend to use most often:

Members

- Add new members and remove old ones
- Approve or reject pending membership requests
- Promote members to organizers when you need extra help

Pages

- View a sortable list of pages in your wiki
- See when the last edit was made, and who made it
- Lock, unlock, or delete pages singly or in bulk
- Edit page tags

Files

- View a sortable list of files in your wiki
- See file details
- Upload files
- Delete files in bulk
- Edit file tags

Permissions

- Decide who can view or edit your wiki
- Manage permissions for individual wiki pages

Invite People

- Send an email to invite friends, students, coworkers, or collaborators to join your wiki

Look and Feel

- Set the colors and theme of your wiki
- Upload a custom logo
- Design a custom theme for your wiki (requires knowledge of HTML and CSS)
- Modify your wiki style sheet (requires knowledge of CSS)

Getting People Involved

Once you've got your wiki customized and working, you're going to want to share this collaborative space with other people.

Invite people to your wiki

Go to **Manage Wiki** > **Invite People** to send an invitation email to the folks who will be collaborating in your wiki. Just type in up to 100 email addresses or Wikispaces usernames, separated by commas or line breaks, and hit **Send**.

Let people join

When visitors like your wiki, they can use the **Join** link to request membership. You'll be able to approve or deny these requests at **Manage Wiki** > **Members**.

Add accounts with the User Creator tool (K-12, Higher Education, and Super wikis only)

If you are a teacher and need to add a whole class' worth of student accounts, you can do it all at once by going to **Manage Wiki** > **User Creator**. You will be able to make accounts for all of your students, even if they don't have email addresses.

Keep in mind that every Wikispaces username must be unique. Try using numbers, or initials, or a first name-last name combination to create unique usernames.

Still have questions? Send us an email at help@wikispaces.com.



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