

Wiki Workshop 19.12.2022

Content

- [Introductions](#)
- [Purpose of Wiki](#)
- [Spaces](#)
- [Profile](#)
- [Finding Pages](#)
- [Shortcuts](#)
- [Creating and Editing Pages](#)
- [Macros](#)

Introductions

Video: [ECG Wiki - Using the Wiki from Economy for the Common Good](#) (13 min.)

To use the Wiki you will need an ECG Account: [Apply for an ECG Account](#)

Purpose of Wiki

Basic purpose of Wiki (collaboration, collecting important movement information in one spot.

Datacloud (Nextcloud): Mostly for file sharing.

Spaces

- Public
- ECG General
- Hubs
- Working Groups
- Country Spaces

Profile

Tasks

How to create new profile page with a to do list and personalized menu.

- You can use your "Personal Space" to created your own links and to do list.
- If you don't have a "Personal Space" yet, click your profile image at the top right and choose ""Add personal space..."
- Choose "create" at the bottom
- Click the lock symbol at the very top and choose "Viewing and editing restricted" and click "Apply" (now only you have access to this page)

Settings: Site Homepage, Email

Configure Sidebar on Personal Space Page

Finding Pages

Search or Page Tree

Watching Pages

Shortcuts

GR - recent pages

E - Edit

Strg-S or command-S = Save

Creating and Editing Pages

Where to save pages

Moving and copying pages. View in Hierarchy

"Page Header"

Formating

Tables

Adding files and images

Links

Labels

Restrictions (viewing and editing)

Exporting Pages

Macros

- ☐ Table of Content (Page-Header)
- ☐ Task and List of Tasks
- ☐ List of Labeled Pages
- ☐ Expand
- ☐ Info Box
- ☐ Date
- ☐ user mention
- ☐ Draw.io
- ☐ Page Properties (example: [Overview table](#) from PPM)