

# Apple “Flavored” Wiki

## August 16, 2010

### Laurie Brown

Title of Wiki  
Click on Title to return to the home page

The screenshot shows a web browser displaying a wiki page titled "Sandbox". At the top, there is a navigation bar with the title "Sandbox" circled in white. To the right of the title are links for "wiki", "blog", and "calendar", with a search box. A yellow box labeled "Services" is positioned above the navigation bar. Below the navigation bar is a banner image of several colorful sticky notes. The main content area has a heading "Sandbox" and a "Welcome to your wiki." message. It includes three bullet points: "To create a new page, click the New Page (+) button.", "To edit the current page, click the Edit (pencil) button.", and "To change wiki settings, log in as a wiki administrator and click Settings." Below this is a "Text will go here" box. On the right side, there is a sidebar with sections: "Sandbox Wiki", "What's Hot", "Recent Changes", "Upcoming Events", and "Admin functions". An arrow points from the "Settings" link in the "Admin functions" section to a yellow box on the right. Another arrow points from the "Editing history" text to the edit history link above the main content. A third arrow points from the "Editing buttons" text to the edit (+) and undo (-) buttons above the main content.

Editing history

Editing buttons

Text will go here

Settings  
These settings can be changed  
Theme  
Permissions  
Services  
Tags  
Sidebar

# Settings

**Settings**


**General**

Services

Permissions

Sidebar

Advanced

Wiki Icon  Click here to select a new icon


This image appears next to your wiki in the list of wikis.

Wiki Name  Type in the title for your wiki here

Description

Contact Email

This email address appears next to your wiki in the list of wikis.

Theme 

Change Theme **Block Green Books**

Revert Save

Click here to change the them for your wiki

Always Remember to Click the Save button before moving to the next window

# Services

**Settings**

- General
- Services**
- Permissions
- Sidebar
- Advanced

**Services**

- Calendar
- Blog
  - Create a podcast for this wiki's blog
  - When podcasts are enabled, any entry with attached media will be made available as a link that can be subscribed to in iTunes.
  - iTunes Category:
  - Podcasts that have a category can appear in more places in iTunes and are more likely to be found by users.
- Mailing List

Click here if you want your Wiki to include Calendar, Blog and Podcast Services

Be sure to SAVE

Revert Save

# Permissions

**Settings**

- General
- Services
- Permissions**
- Sidebar
- Advanced

**Public**  This wiki can be read and edited by anyone [Click here to make your wiki public](#)

**Private**  This wiki can be read and edited by only the following users and groups [Click here to make your Wiki private](#)

Type a user or group name here

Type in name of users who have access to the wiki

Send welcome email to new members

**Admins** Type a user or group name here

Technology Office

Type in names of users who will be administrators for the wiki - administrators can change settings

**Comments**

**Comment Moderation**

Select who can comment and if comments will be moderated

Be sure to SAVE

# Sidebar Settings

**Settings**

- General
- Services
- Permissions
- Sidebar**
- Advanced

**Sidebar Title**  **Name the sidebar here**  
The title of the custom sidebar displayed on the wiki homepage.

**Search Tag**  **Type in tags for quick searching**  
Pages matching this tag will be included in the custom sidebar.

**This is what your sidebar looks like on the wiki pages**

**Sandbox Wiki**

- No matching entries.

**What's Hot**

- No items tagged with hot.

**Recent Changes**

- Sandbox  
August 12, 2010 1:54 PM

**Upcoming Events**

- No upcoming events.

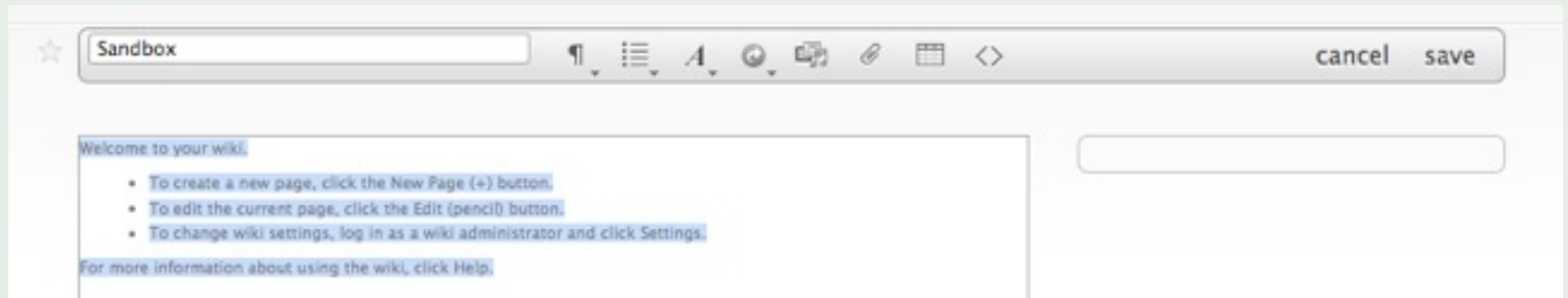
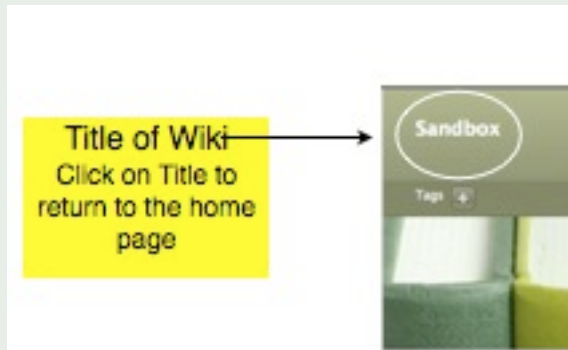
**Admin functions**

- Settings  
Settings for this site
- Edit Tags  
Manage tags for this site
- Deleted wiki pages  
All pages not permanently deleted

Be sure to SAVE

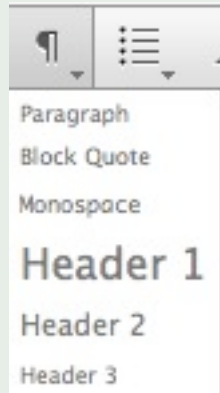
# Adding Text to your Wiki

1. Return to the Home Page
2. Click on the Pencil tool to edit
3. Type in Text
4. Save

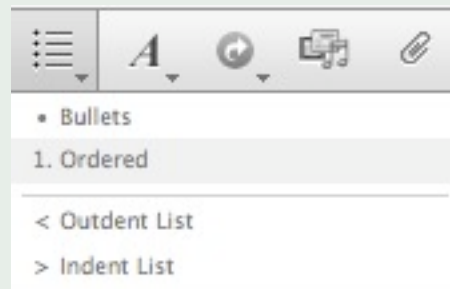


# Toolbar

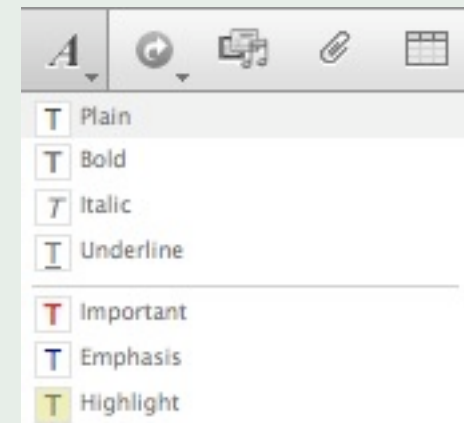
## Paragraph Style



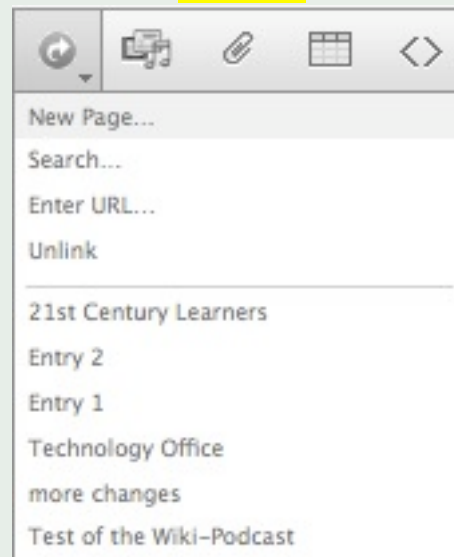
## List Style



## Text Style



## Links



From this menu you can create a link to add a new page or link to a source on the Internet

This is a list of other pages on the district wiki you can link to

# Toolbar







Multimedia

**Insert Media**

Media File

Text Alternative

Alignment    

PSD, PDF and TIFF files will be converted to PNGs.  
QuickTime Movies and audio files can be embedded here.  
Upload a ZIP file to insert several media files at once.



Attachments

**Attach File**

File

Adding and deleting columns or rows



Tables

**Insert Table**




# Comments

Users who want to comment on the page can click here - these users may or may not have permission to edit the wiki pages


- Users type in their comments here then press **Save comments**
- Their comments will not show up on the wiki until the moderator of the wiki has approved the comment
- Comments cannot be edited once they are saved - moderator will need to delete the comment and the user will need to add a new comment

Comments


[+ Add a new comment.](#)

Comments


Comment

**Sandbox Wiki** 

• No matching entries.

**What's Hot** 

• No items tagged with hot.

**Recent Changes** 

- Page Two  
Today at 8:25 AM
- Sandbox  
August 12, 2010 1:54 PM


**Upcoming Events**

• No upcoming events.

**Admin functions**

- Settings  
Settings for this site
- Edit Tags  
Manage tags for this site
- **Moderate comments**
- Deleted wiki pages  
All pages not permanently deleted


[Click here to Moderate comments](#)

**Moderate comments**   

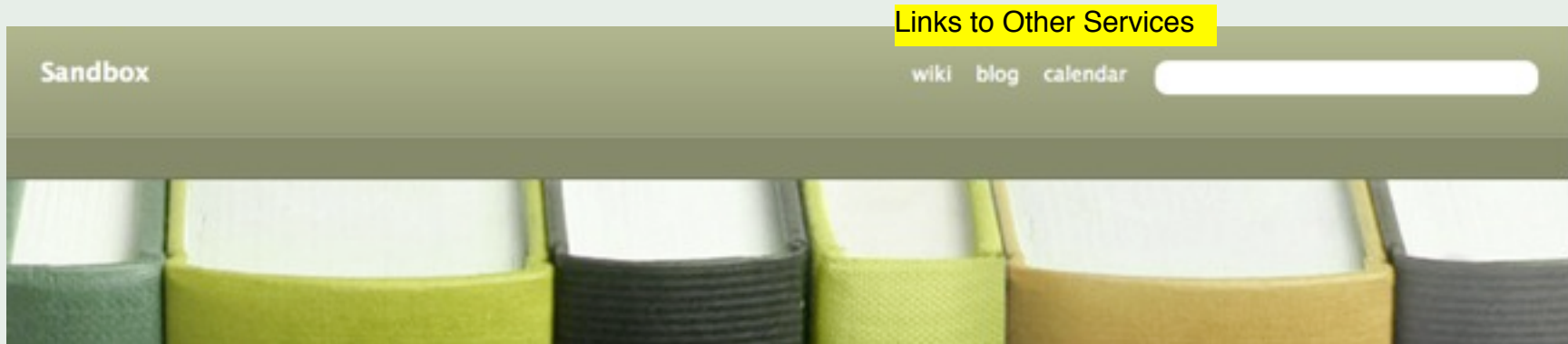
[Page Two](#)

Laurie Brown (unauthenticated) Today at 8:27 AM 

 here is another comment

Click on the  to approve the comment  
Click on the X to delete the comment

# Other Features



## Wiki Menu

- Located at the bottom of the page
- Takes you to your personal settings
- Log In or Out
- Help

My Page   Log Out (admin)   Help

Add tags for keyword searching on wiki

Tags

Click on arrow to view history of edits

Information includes date, user and a time stamp  
You can choose to restore, compare or delete edits

> Edited Aug 12, 2010 1:54 PM by [Pingel, Eric...](#)

Created Aug 12, 2010 by Pingel, Eric   First created   1:54 PM