PIUG 2010 Annual Conference Workshop
Learning and Sharing: Getting the Most of out the PIUG Wiki

Two similar workshops (signup for one)

Thursday, May 6: 9:00am-10:00am and 11am-Noon

Abstract

The PIUG wiki is the medium for active collaboration and communication via the PIUG Discussion Forum, other discussion forums on the PIUG Space, resource and knowledge pages and news items posted and updated by wiki registrants, and PIUG committee and team interactions on private wiki spaces. This workshop will help users improve their facility with the wiki and discussion forums. All attendees should already have signed up on the wiki and gained some general familiarity with it; see the *Initial Signup Quick Reference Guide* at http://wiki.piug.org/x/aANM.

The exact content of the workshop may vary based on the experiences of the attendees and will cover the agenda items listed on the next page.

- Getting Started with Navigation and Functionality in the PIUG Wiki
- Joining Wiki Forums and Notifications
- Adding and Editing Wiki Content

Presenter

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Thomas E. Wolff, Ph. D, formed Wolff Information Consulting LLC in 2006 to provide technical and patent information services on a contract basis. Tom began is career at Amoco Chemical Company carrying out industrial organic chemistry and catalytic and polymerization development. Tom then moved to the Information Research and Analysis team in 1990 where he continued through the merger with BP and spin-off of the petrochemical and polymer company, Innovene, until its sale to Ineos. Tom has chaired the PIUG Electronic Communications Committee and has been PIUG webmaster for the past two years. He initiated development of the PIUG wiki and Discussion Forum in May 2008 and brought them online in November 2008. He has a BS in chemistry from the Massachusetts Institute of Technology and Ph. D. from Stanford University in bioinorganic chemistry. Tom has two US patents and is registered patent agent. Further information is at www.wolffinfo.com. His e-mail address is tom@wolffinfo.com.

Workshop Agenda – May 2010 – Thomas Wolff

Part 1. Getting Started

Navigation

- Dashboard
- Left-side Navigation Panel: Navigation; Browse Recently Updated, Space Pages, Attachments Index, People Directory
- Top Menu Bar – Settings, Help
- Label Cloud
- Search Box

Functionality

- Browse, view, edit, administrative
- Left-side Navigation Panel
- Title Icons (upper right-hand corner): print, output to Adobe PDF and MS Word, page information (tiny url, page history), favorite, watches
- Settings: your profile details, profile picture, password; preferences for home page, time zone, email, and notifications
- Personal Space (People Directory)

Part 2. Joining Forums and Email Notification

- Settings: Watches (Space, Page, Page Family)
- Subscribe to Daily Updates (Profile...Email Preferences)
- RSS Feeds (View...Other pages...RSS feed builder)

Part 3. Adding and Editing Content

- "Everything is a page"
- Ownership and collaboration; 1st person (forum) vs. 3rd person (resource pages)
- Adding content (add page, reply, comment)
- Editing pages (play in Sandbox)
  - Page functions: hierarchy, access restrictions, labels
  - Rich Text and Wiki Markup
  - Attachments (index, upload, download, checkout-checkin)

Help Resources - Using the PIUG Wiki pages

- Quick Reference Guides (Attaching Documents, Personal Spaces, Watches)
- Wiki Basics
- Wiki Usage Tips and Techniques
- Contact Tom Wolff (piugwikimaster@gmail.com)