Creating Your User Page

- **Create Account\Sign In**
  - The URL to the ODC is: http://wiki.umt.edu/odccss
  - Your **username** is in the format: firstname.lastname
  - Your **password** is: lastname
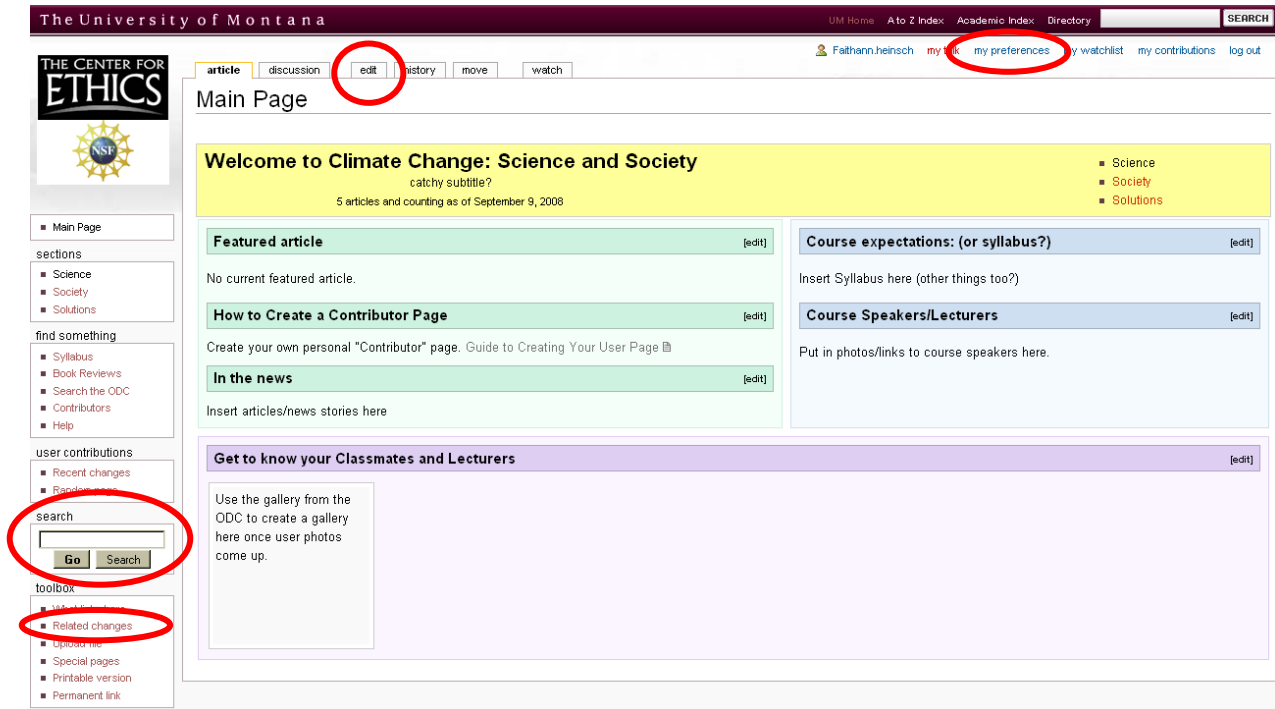
- **Creating Your User Page**
  - In the upper right of the page, below the search box, there are a number of options. One of them will be your **username** (your first and last name), there will also be a little user icon next to it.
  - **Click** on your name to create your user page.
  - You will see a couple of tabs at the top of the page (above the word Climate). One of them will be **edit**, click this tab to begin adding content into your page
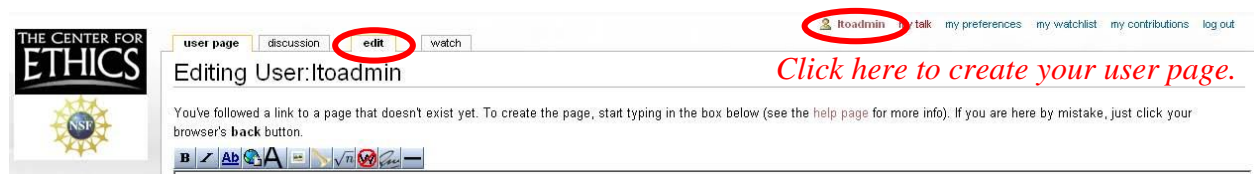

- Here you can enter information about you including:
  - Name
  - Research Interests
  - Institution Affiliation
  - Interest in the Climate Change: Science, Society, and Solutions course
  - Links to a Facebook page if you have one.
  - Upload an image if you would like (see **Add Image** below in **General Wiki Help**).
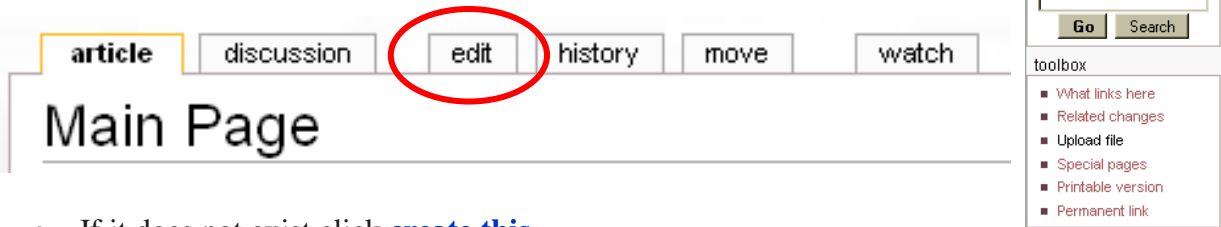
General Wiki Help

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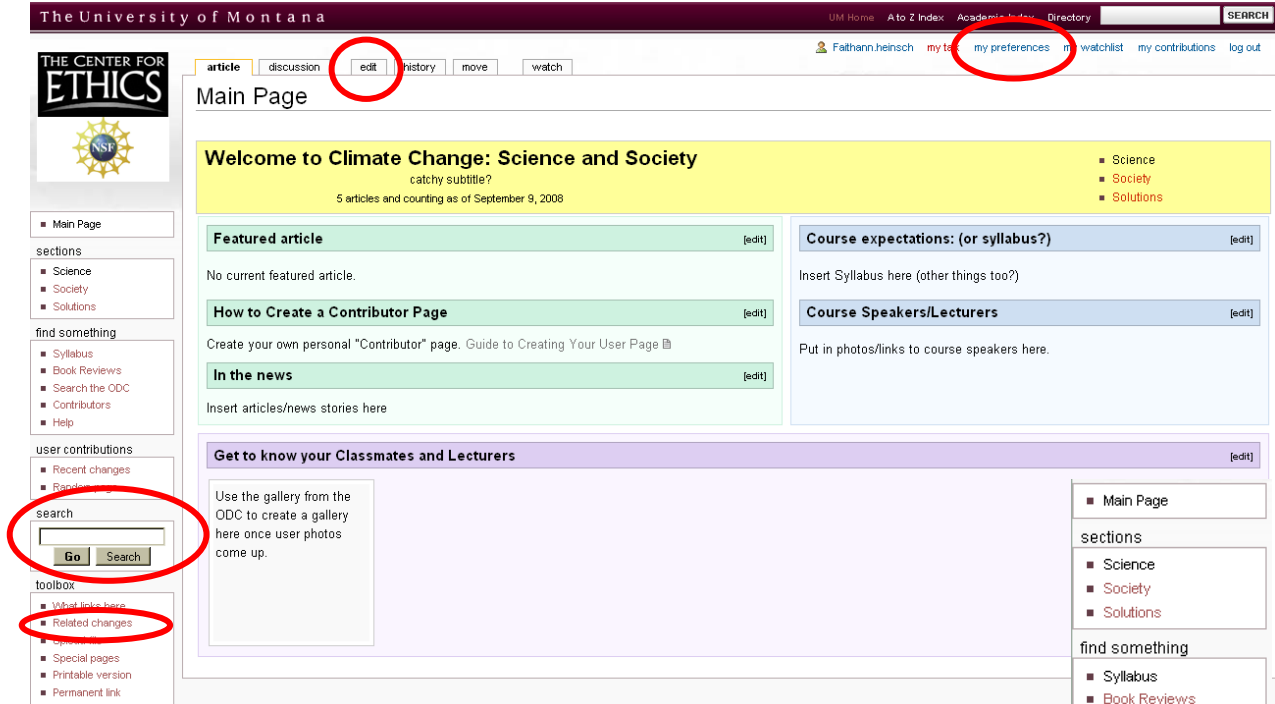
- **Create Article**
  - Search for the article
  - Type your search in the **search** box, click **Go**.
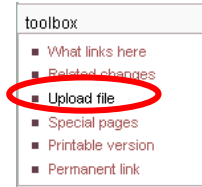 - If the article exists, you can edit it by clicking on the **edit** tab.

  - If it does not exist click **create this page**.
  - To add text, simply type the information in the edit box that you want on the page.
  - Make sure you choose **Save Page** when you are finished editing an article.
  - You May Be Prompted to add an **edit summary** to describe what change you made, if you don't want to just press the **Save Page** button again.
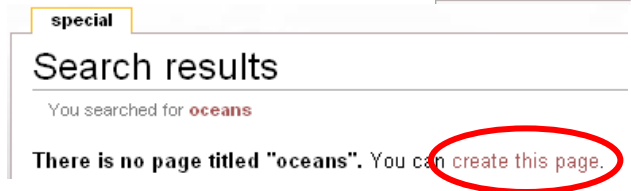
- **Add Image**
  - **Upload image.**
  - To upload image, go to the main page of the Wiki. In the Toolbox section, click upload file.

toolbox
- What links here
- Related changes
- Upload file
- Special pages
- Printable version
- Permanent link

special

Upload file

Use the form below to upload files, to view or search previously uploaded images go to the list of uploaded files, uploads and deletions are also logged in the upload log.

To include the image in a page, use a link in the form **[[Image:File.jpg]]**, **[[Image:File.png|alt text]]** or **[[Media:File.ogg]]** for directly linking to the file.

Source filename: [_____] Browse...
Destination filename: [_____]

Summary: [_____]

☐ Watch this page ☐ Ignore any warnings
[Upload file]

  - Click the **Browse** button and find the image you want on your page.
  - Once you have selected your file, click the **Upload file** button. Your image is now ready to use on a page. Make sure you copy the name of the image from the page; you cannot find it without the name.
  - **Add image to page.**
  - To add the image to an article, go to the article and click **edit** at the top of the page. Once in the editing window, click on the button with the landscape.
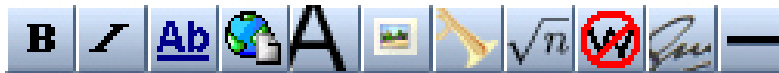
    This will add a line to the article, `[[Image:Example.jpg]]` . Within the brackets, change the highlighted portion to the name of your uploaded image. Save your work and there should now be an image on your page.
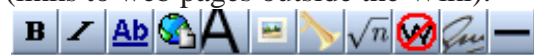
- **Adding Links**
  - **Internal links** – To add internal links (links to other articles or categories on the Wiki) use the **Ab** button. Type the name of the link inside the brackets.

    `[[Link title]]`
  - **External links** – This button is for external links (links to web pages outside the Wiki). Fill in the URL (web address) and the link name in the brackets.

    `[http://www.example.com link title]`

- **Helpful resources and tools**
  - Wikipedia is a great example of a Wiki and runs on the same software that the ODC does.
  - The **Watch** tool allows you to track changes to a particular pages. To **Watch** a page simply go to the page and click watch. To remove the page from your Watch List, simply click **Unwatch** (the same location as the **Watch** link.)
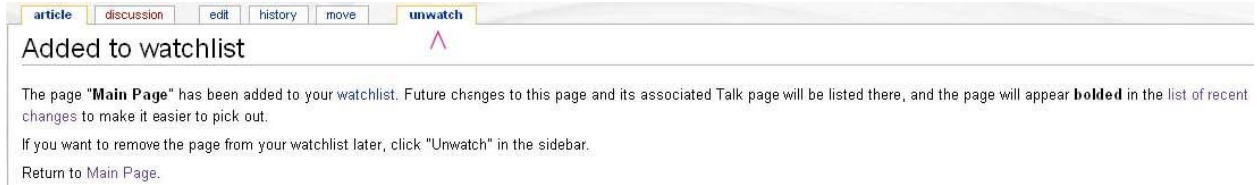
  - **Recent Changes** allows you to see all recent changes to pages on the Wiki.

- Other Resources:
  - http://www.deakin.edu.au/itl/dso/guides/qg-mediawiki-userguide.html
  - http://en.wikipedia.org/wiki/Wikipedia:How_to_edit_a_page