

7.3 UserManual:Extension/BlueSpiceReminder

The extension **Reminder** allows users to keep track of pages by creating reminders for a particular date.

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Setting a reminder

Reminders are set in the quality management tab of the [page tools](#). The date can be set as a recurring event. It is a good idea to add some text in the comments page so that the list of all reminders on the wiki provides some context for each reminder. If other users have also set a reminder for the page, they are shown on the reminder flyout as well.

Reminder

You can set a reminder for this page here. On the specified date, you will get notified according to your notification settings.

There are no upcoming reminders for this page

Create a reminder

19.07.2020

☒ Repeat

Repeat every

1

+

—

year(s)

Repeat ends on: 20.07.2020

Lydia Willis

Review images

Save

Reset

Manage reminders

My reminders

Other user's reminder

 2019-10-24 Cosborne

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Setting a reminder

From the bottom of the page, users can load the pages *Manage reminders* and *My reminders*.

Manage reminders

Available only for wiki admins , the page *Special:Reminder* shows a list of all reminders for all pages and all users. Wiki admins can delete reminders or edit the due date and other details.

The screenshot shows the 'Special:Reminder' page in the BlueSpice3 MediaWiki interface. The left sidebar contains 'Global actions' and 'Management' sections. The main content area is titled 'Reminder' and displays a table of reminders. The table has columns for 'User', 'Page', 'Remind on', 'Comment', and 'Actions'. The table shows 11 reminders, with the first one being 'Mary Read' on 'Staff Hours of Work' and the last one being 'WikiSysop' on 'QM Preparing an offer'. The page also includes a search bar, a 'Export table' button, and a footer with links to 'Privacy policy', 'About BlueSpice', 'Disclaimers', and 'Analysis service'.

User	Page	Remind on	Comment	Actions
Mary Read	Staff Hours of Work	2020-11-11	Please check legal changes	
WikiSysop	QM Retention period	2020-10-07		
Testuser	Staff Data Protection and Ac...	2019-10-30		
Testuser	TestPage	2019-01-29	Remind me to check in on t...	
Richard-Heigl	Test functions/Navigation	2018-08-12	Comments on Beta Testing t...	
Richard-Heigl	Test functions/Navigation	2018-08-12	Notes on Beta testing to be ...	
Richard-Heigl	Test functions/Skinning and ...	2018-08-12	Notes on Beta Testing to be ...	
Richard-Heigl	Test functions	2018-07-16	Add explanations	
SabineGuerlier	QM Competencies	2018-07-16	SmokeTest	
Angle	Wiki Software 1.0	2018-07-11		
WikiSysop	QM Preparing an offer	2017-03-01		

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Reminder manager for wiki admins

My reminders

The page *Special:Reminder/USER_NAME* shows the reminders for the currently logged-in user. It has the same functionality as "Manage reminders", just in the scope of the current user.

The screenshot shows the 'Special:Reminder' page in the BlueSpice3 MediaWiki interface, specifically for a user's personal reminders. The left sidebar is identical to the previous screenshot. The main content area is titled 'Reminder' and displays a table of reminders. The table has columns for 'User', 'Page', 'Remind on', 'Comment', and 'Actions'. The table shows 2 reminders, with the first one being 'WikiSysop' on 'QM Retention period' and the second one being 'WikiSysop' on 'QM Preparing an offer'. The page also includes a search bar, a 'Export table' button, and a footer with links to 'Privacy policy', 'About BlueSpice', 'Disclaimers', and 'Analysis service'.

User	Page	Remind on	Comment	Actions
WikiSysop	QM Retention period	2020-10-07		
WikiSysop	QM Preparing an offer	2017-03-01		

Displaying 1 - 2 of 2

My reminders

Related info

- [Reference:BlueSpiceReminder](#)

