

Reference:BlueSpiceReadConfirmation

Extension\>: BlueSpiceReadConfirmation

Overview			
Description:	Ask for confirmation that an article was read by certain users		
State:	stable	Dependency:	BlueSpice
Developer:	HalloWelt	License:	-
Type:		Category:	Quality Assurance
Edition:	BlueSpice pro		
View help page			

Features

The extension read confirmation allows to set wiki articles to be set as so that, a read confirmation is requested from certain readers, when they have read the article

The benefits at a glance

- You can create an active read confirmation for some articles
- You can assign articles to certain users or user groups
- Respective reading confirmation depends on version of the article

Where do I find ReadConfirmation

The process of read confirmation is set in the assignment management.

This special page is found in the left main navigation an invisible for those who do not have administrator rights

Note: ReadConfirmation has to be enabled per Namespace. This can be done in the namespace manager.

How do I use read confirmation

Create a read confirmation

When access is accessed, all articles of the wiki are listed. The "Assignments" column shows whether an article has already been assigned a read receipt or not.

In order to provide an article with a reading confirmation, you will first find the desired article by scrolling through the following buttons in the displayed list

Or the articles. The sorting and filtering functions can be found in the drop-down list of the column header "page title":

assign the users, select the appropriate item and click the "Edit" button above the list. A dialog box appears where you can use the drop-down list to assign the users and / or usergroups of the wiki to the article.

By clicking on the "Request read confirmation" button, you are now starting the process

Since the reading confirmation depends on the version of an article, you can repeatedly request the reading confirmation if the article has changed in the meantime. The process then starts from the beginning and the affected users are prompted again to issue a read receipt

Received for read receipt

After the read confirmation has been established, the respective users receive an email and a message in the wiki. This requires that the users have activated the notifications for the page assignments in their user settings:

Regardless of the notifications, the assignments of certain users to articles are also visible in the article info.

Accept ReadConfirmation

For the user who has been assigned to a specific page, a prominent message block appears at the beginning of the page for read verification. This will appear every time the page is accessed until the confirmation has actually been made

Check reading confirmation

When all prompted users have confirmed the current version of the article, the circle in Access Management changes from red to green in the "Read" column. More details about the confirmation, e.g. The date of the confirmation, you will be found in the read confirmation logbook (see below).

Delete assignments

The assignments are removed either via the delete button above the list in the access management or in the "Actions" column. First, activate the corresponding article.

The assignments for an article can only be deleted completely

The logbooks of ReadConfirmation

In the assignment manager you will find two icons in the "Actions" column, which lead to two logbooks

- The assignment logbook is a special page that lists all assignments and their deletions with date and actor
- The read-only confirmation log shows all confirmations of the assigned users..