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# Category:Term

#### Help topic:



## Pages in category "Term"

The following 6 pages are in this category, out of 6 total.

Ν

- Manual:Namespace
- UserManual:Namespace

Т

- Manual:Template
- UserManual:Template

#### W

- Wikitext
- UserManual:Wikitext

# Help categories

# **Help Topics**



If you cannot find the answer you were looking for, you can post a question in our community forum.



# Administration

- BlueSpice Layout/Footer
- Config manager
- Customize the main navigation
- Extended statistics
- Extension/BlueSpiceAbout
- Improve speed performance
- Managing translations
- Namespace manager

#### **Cloud administration**

BlueSpice pro Cloud features:

- Create account
- FlexiSkin
- Instance Status page
- Invite users (cloud)
- PDF Customization
- Permission manager (cloud)
- Two factor authentication (2FA)

#### Permissions

- Authentication with LDAP
- Group manager
- Permission manager
- Permissions
- Rights concepts
- Two factor authentication (2FA)
- User manager

#### Setup

- Installation Guide
- Upgrade

#### Concepts

• Categories

MediaWiki

- Magic words
- Namespace
- Subpage
- The pages model
- Wiki basics
- Wikitext

## Content and structure

- Checklists
- Content organization
- Hide the title section
- Subpage
- Tag cloud
- Template
- Visual version comparison (VisualDiff)

#### Editing

- Context menu
- CountThings
- Create pages
- Delete pages
- Drawio
- Edit pages
- Embed videos
- Emoticons
- Export tables
- Extension/WebDAV
- Filtering tables
- Insert a file
- Insert links
- Insert tags and magic words
- Page access restrictions
- Unsaved changes (autosave)
- Upload multiple files
- VisualEditor
- VisualEditor: Insert Images

## Organization

- Assign categories
- BlueSpice layout
- BlueSpice layout
- Books
- Categories
- Category manager
- Content organization
- Creating page lists with DPL3

- MediaWiki
  - Generate page lists (smart lists)
  - Interwiki links
  - Page templates
  - SMW queries
  - Subpage
  - Template

#### Page tools

- Export options
- Page info: authors
- Page info: readers
- Page information
- QR Code
- Rename and move pages

#### Search

- Extended search
- Interwiki search
- Search field in the page content (TagSearch)

#### Customization

- Attachments
- Changing the logo
- Creating page lists with DPL3
- Customized PDF Output
- Error messages
- Namespace CSS manager
- Skins
- Template package

#### Extensions

• BlueSpice Extensions

#### Personalization

- Avatars
- Dashboards
- Personal navigation
- Preferences
- Privacy center
- Visited pages

## Quality assurance

CategoryCheck

MediaWiki

- Create a review
- Expiry
- Page approvals (Acceptance)
- Page assignments
- Quality management
- Quality management overview page
- Read confirmation
- Redirects
- Review workflow
- Setting reminders
- WikiExplorer

#### Maintenance

- About maintenance
- Extended file list
- Special pages
- Special pages filter
- Watchlist

### Social wiki

- About social content
- Attachments
- Blog
- Link pages to discussions
- Microblog
- Ratings and recommendations
- Track page actions
- User profile

# Manual:Namespace

A quality version of this page, approved on 5 March 2021, was based off this revision.

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2	Characteristics of a namespace	. 8
3	Reasons for using namespaces	. 8
4	BlueSpice standard namespaces	. 9
5	Accessing pages in a namespace	10
6	Creating a new namespace	10

# Blue Spice MediaWiki

#### Category:Term

7 Organizing content without namespaces	11
8 Viewing all pages of a namespace	. 11
9 Related info	. 11



#### What is a namespace?

A **namespace** defines an area in a wiki. You can recognize a namespace by the namespace prefix in the page title:

<namespace>:Page title

In a wiki, you will find predefined namespaces. In addition, wiki administrators can create custom namespaces as needed.

There are certain aspects of namespaces that are important to consider before creating a namespace. It is therefore important to understand the characteristics of namespaces and the reasons for using a custom namespace.

#### Characteristics of a namespace

- **Rights management** : Each namespace can contain its own user rights/roles assignments. However, we recommend flat user hierarchies for wikis.
- **Search function** : Search can be limited to individual namespaces.
- **Design** : Namespaces can be styled differently.
- Flat structure :Namespaces cannot contain other namespaces
- **One namespace per page** : The same page name in a different namespace creates a new page.
- Special namespaces:
  - <sup>o</sup> Main (Pages) No namespace prefix in page titles
  - Special pages (Special)
  - Images (File)
  - Documents (Media)
  - Discussions (Talk)

#### Reasons for using namespaces

- **Rights management:** To assign different user permissions to separate content. For example, a company's HR department can use its own namespace to grant only Human Resources personnel access to the pages in that namespace. Here, rights management is the main reason for creating namespaces. However, flat hierarchies are recommended for wikis.
- Search function: To exclude pages and files from the search.
- **Design:** To format pages in different wiki areas differently.



We often use the example of cupboards to make clear the principle of namespaces. There are shelves and everyone can look at them and work on something. There are glass cupboards with a lock that you can look into, but only some people have the key to change the contents. Then there are closed wooden cabinets with locks and only selected people can look inside and work in them. And each of these cupboards can look differently.

**Note:** While users cannot view the pages or files in a namespace for which they have no access rights, they will still see the pages and files listed on the wiki's special pages. They will also see the page names in the search results if the namespace has not been excluded from the search.

#### **BlueSpice standard namespaces**

BlueSpice uses, among others, the 15 standard and the two so-called pseudo namespaces from MediaWiki:

ID	Namespace	Function
	Media	Pseudo-namespace for uploaded images and files. Will be replaced by path of the files.
	special	Pseudo-namespace for special pages.
0	(pages)	These are given without a prefix.
1	Talk	talk page. Is created in addition to each article (also in the following namespaces) to speak about its contents. Additional tab (+).
2	User	User page. Will be created for every logged in user.
3	User talk	Cf. talk
4	[Wiki-Name]	Information about the wiki or the current project. Here: BlueSpice.
5	[Wiki-Name] _Talk	Cf. talk
6	Image	Description of a picture and other files. Is automatically supplemented with version information and information about the occurrence of the file
7	File_Talk	Cf. talk
8	MediaWiki	system messages. A complete list can be found under Special: AllMessages. Can only be changed by registered users.
9	MediaWiki_Talk	Cf. talk
10	Template	Templates can be integrated into other pages.
11	Template_talk	Cf. talk
12	Help	Help pages describe how to perform actions in the wiki. No clear separation from the [wiki name] namespace.

MediaWiki

ID	Namespace	Function
13	Help_talk	Cf. talk
14	Category	Pages can be assigned to categories, which are then accessible in this namespace.
15	Category_talk	Cf. talk

**Standard namespace:** A page is assigned to the "Main" namespace, as long as no other namespace is specified.

**Pseudo namespaces:** The two pseudo namespaces (Media, Special) are used like normal namespaces, but you cannot edit them or add pages to them.

Most pages in the namespaces are created automatically:

- Special pages are generated by the system during installation.
- Media and image pages are created during file uplad.
- User pages are created whenever a user acts on the wiki.
- Discussion pages are also created with the corresponding pages.

This leaves only the default namespaces *(Main)*, *[wiki name]*, *Template*, *Help* and *Category* namespaces where pages can be freely created.

**Note:** In the default MediaWiki, the names of these areas are "hard-coded". This means that they have been set in the source code of the MediaWiki and cannot be changed by users.

#### Accessing pages in a namespace

To access or create a page in a specific namespace, its name is simply placed in front of the page title and separated by a colon:

#### [[Setup:Installation|]]

In the example, the pipe symbol (straight line) was also added. It has the effect that the namespace won't be displayed for the link label.

If you provide a namespace that is not known to the wiki, the page is created in the standard namespace Main. The portion of the reference specified as the namespace is then added to the title of the item instead and is not recognized as a namespace label.

#### Creating a new namespace

You can create additional namespaces by using the Namespace manager under Global actions > Management > Namespace manager. The menu item "Category manager" loads the page Special:NamespaceManager.



### Organizing content without namespaces

If you simply want to group pages in your wiki without the need for controlling access rights, you can use the syntax of the namespaces to **simulate a namespace in the namespace Main**. Simply prefix the pages that belong to a group with a name and a colon. If no namespace with this name exists, the prefix simply becomes part of the page name.

That way, it is possible to use pages with the same name in the main namespace and thus let different groups work on content "sets". Since these own "namespace" prefixes are part of the page name, you can now display all pages in a simulated namespace by searching for the prefix in the search field.

Since you can also organize pages with categories and subpages, you should start by planning how you would like to organize the content in your wiki.

After installing your wiki, you can visualize this with the BlueSpice draw.io Plugin directly in your wiki and discuss it with your team.

#### Viewing all pages of a namespace

You can view all pages in a namespace:

- 1. Go to the Special page "All Pages"
- 2. Leave the input field empty
- 3. Select a namespace from the Namespace drop-down menu
- 4. Click "Go"

## Related info

- Namespace CSS manager
- Namespace manager

# Manual:Template

A quality version of this page, approved on 23 November 2020, was based off this revision.

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1 What is a template?		
2 Characteristics of a template		
3 Creating and including a template	13	
4 Editing a template		

# Blue Spice MediaWiki

#### Category:Term

5	Built-in variables	. 14
6	Further notes	. 14
7	Related info	. 14



## What is a template?

A template is a type of reusable content that can be integrated into other pages of the wiki. It can be content-based (text template) or structure-based (layout template) or a combination of both.

A simple example is a notification box that looks identical on all pages, but contains different content on each page where it is used (layout template).



A template can also be used as the source for a page template.

### Characteristics of a template

- allows inserting reusable content with a placeholder
- is usually located in the namespace "Template"
- can have parameters
- often contains logic
- used to maintain a "look and feel"

#### [

## Creating and including a template

A new template is created like a regular page, but in the namespace **Template**.

**Example:** Simple template for a notification box

A template is then included in a page by putting the name of the template (i.e., the title of the template page without the namespace prefix "Template:") in two curly brackets: {{NotificationBox}}

**Note:** Template names are case-sensitive.



## Editing a template

Changes to a template affect all pages that include this template. Before existing templates are changed, it is recommended that you check which pages use the template. To find these pages, you can go to Page tools > Toolbox > What links here.

### **Built-in variables**

Each MediaWiki has a number of built-in variables that are not pages in the "template:" namespace, but are still used as templates.

For example, the variable {{CURRENTTIME}} returns the the current UTC time.

#### Further notes

- The use of a template is basically a transclusion. It is also possible to use pages as templates that are not in the *Template* namespace. However, this is to be done wisely, since some functions require that the pages are in the template namespace.
- Templates can also be used to define the output of semantic query. For more information, go to Semantic MediaWiki. (This is an example where the pages must necessarily be in the template namespace.)
- The complete list of all pages of the wiki that are located in this namespace can be found on the page Special:Templates.

## **Related info**

• meta.wikimedia.org/wiki/Help:Template

# 3.2 UserManual:Namespace

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2 Characteristics of a namespace	15
3 Reasons for using namespaces	
4 BlueSpice standard namespaces	
5 Accessing pages in a namespace	
6 Creating a new namespace	
7 Organizing content without namespaces	
8 Viewing all pages of a namespace	
9 Related info	



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MediaWiki

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## Related info

- Namespace CSS manager
- Namespace manager

# 4.3 UserManual:Template

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3	Creating and including a template	20
4	Editing a template	21
5	Built-in variables	21



#### Category:Term

6 Further note	s
7 Related info	



## What is a template?

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A simple example is a notification box that looks identical on all pages, but contains different content on each page where it is used (layout template).



A template can also be used as the source for a page template.

### Characteristics of a template

- allows inserting reusable content with a placeholder
- is usually located in the namespace "Template"
- can have parameters
- often contains logic
- used to maintain a "look and feel"

#### [

## Creating and including a template

A new template is created like a regular page, but in the namespace **Template**.

**Example:** Simple template for a notification box

A template is then included in a page by putting the name of the template (i.e., the title of the template page without the namespace prefix "Template:") in two curly brackets: {{NotificationBox}}

**Note:** Template names are case-sensitive.



## Editing a template

Changes to a template affect all pages that include this template. Before existing templates are changed, it is recommended that you check which pages use the template. To find these pages, you can go to Page tools > Toolbox > What links here.

### **Built-in variables**

Each MediaWiki has a number of built-in variables that are not pages in the "template:" namespace, but are still used as templates.

For example, the variable  $\{ \{ CURRENTTIME \} \}$  returns the the current UTC time.

#### Further notes

- The use of a template is basically a transclusion. It is also possible to use pages as templates that are not in the *Template* namespace. However, this is to be done wisely, since some functions require that the pages are in the template namespace.
- Templates can also be used to define the output of semantic query. For more information, go to Semantic MediaWiki. (This is an example where the pages must necessarily be in the template namespace.)
- The complete list of all pages of the wiki that are located in this namespace can be found on the page Special:Templates.

## **Related info**

• meta.wikimedia.org/wiki/Help:Template

# 3.3 UserManual:Wikitext

Wikitext is a simplified markup language that is used to format and structure text and other data.

While HTML is the most common markup language for web pages, Wikitext is used in wiki systems. Like HTML, it uses tags to mark parts of text or other data.

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2 Examples of Wikitext	23
2.1 Text formatting	23
2.2 Structuring	23

# Blue Spice MediaWiki

#### Category:Term

2.3 Links / Embedded files	
2.4 Magic words	
3 Related info	



## How do I use Wikitext?

When you edit a page, you can switch between visual editing and source editing using the editor toolbar.



Wikitext can be entered in source editing mode. When you are in visual editing mode, VisualEditor inserts Wikitext "behind the scenes". If VisualEditor doesn't format elements on a page correctly, you can always switch to source editing to correct the issues directly in Wikitext.

#### **Examples of Wikitext**

Here are some typical examples of Wikitext:

#### **Text formatting**

- This is '''bold'''
- This is ''italic''
- This is <u>underlined</u>

#### Structuring

- This is a ==Heading==
- This is an \*unordered list element
- Table:

```
{| class="wikitable"
|-
!header 1
!header 2
|-
|row 1, cell 1
|row 1, cell 2
|-
|row 2, cell 1
|row 2, cell 2
|}
```



## Links / Embedded files

#### Link to internal wiki page

[[Wikipage|Label]] [[Pancake|Best Pancake]]

#### Link to external website

[url label] [https://wikipedia.org Wikipedia]

#### *'Link with parameters*

```
<span class="plainlinks">[{{fullurl:{{FULLPAGENAME}}|action=edit}} Edit this page]/span>
```

This link opens the referenced page in edit mode in a new tab.

#### Embed image/file

- [[Datei:image-or-pdf-name.png]] --- Image/PDF is embedded on page
  - the wiki checks, if a preview can be generated (e.g., for "png", "jpeg", "gif", "svg") and embeds the preview
  - $^{\odot}$   $\,$  otherwise, a link to the file description page is created
    - can be embedded: PDF, Tiff (with extension)
    - cannot be embedded: Microsoft Office- und Libre Office-Dateien; Shell-Skripte, ...
- [[Media:image-or-pdf--name.png]] ---- Links to image / PDF
- [[:Datei:image-or-pdf--name.png]] --- Links to file description page

#### **Magic words**

Type of Wikitext	Example
	ã → ã
Special character	ç → $ç$
	UTF-8 is possible

Type of Wikitext	Example
Comment	unnoticed
No "wiki translation"	<nowiki> and </nowiki>
Table of contents	TOC andNOTOC
Signature	
Redirect	<pre>#REDIRECT [[targetpage]]</pre>
Template	<pre>{{template name}}</pre>

# **Related** info

- meta.wikimedia.org/wiki/Help:Wikitext\_examples
- Magic words

# Wikitext

Wikitext is a simplified markup language that is used to format and structure text and other data.

While HTML is the most common markup language for web pages, Wikitext is used in wiki systems. Like HTML, it uses tags to mark parts of text or other data.

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2.1 Text formatting	26
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2.3 Links / Embedded files	27
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#### Structuring

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- This is an \*unordered list element
- Table:

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{| class="wikitable"
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!header 2
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|row 1, cell 1
|row 1, cell 2
|-
|row 2, cell 1
|row 2, cell 2
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## Links / Embedded files

#### Link to internal wiki page

[[Wikipage|Label]] [[Pancake|Best Pancake]]

#### Link to external website

[url label] [https://wikipedia.org Wikipedia]

#### *'Link with parameters*

```
<span class="plainlinks">[{{fullurl:{{FULLPAGENAME}}|action=edit}} Edit this page]</span>
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This link opens the referenced page in edit mode in a new tab.

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  - $^{\odot}$   $\,$  otherwise, a link to the file description page is created
    - can be embedded: PDF, Tiff (with extension)
    - cannot be embedded: Microsoft Office- und Libre Office-Dateien; Shell-Skripte, ...
- [[Media:image-or-pdf--name.png]] ---- Links to image / PDF
- [[:Datei:image-or-pdf--name.png]] --- Links to file description page

#### **Magic words**

Type of Wikitext	Example
	ã → ã
Special character	ç → $ç$
	UTF-8 is possible

# Blue Spice MediaWiki

Type of Wikitext	Example
Comment	unnoticed
No "wiki translation"	<nowiki> and </nowiki>
Table of contents	TOC andNOTOC
Signature	
Redirect	<pre>#REDIRECT [[targetpage]]</pre>
Template	<pre>{{template name}}</pre>

# **Related info**

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