

Contents

1. Layout/Title section	2
2. Manual:Extension/BlueSpiceWatchList	7
3. Quality assurance	13

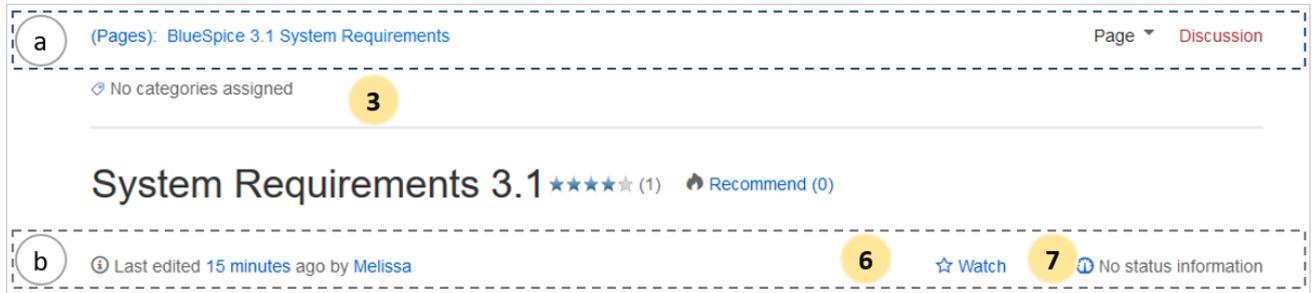
Layout/Title section

Contents

1 Structure of the title area	3
2 Breadcrumb navigation	3
3 Quicklinks	3
4 Category assignment	4
5 Page title	5
6 Revision status	6
7 Watch status	6
8 QM status	7

Structure of the title area

In the title area of an article, the most important page information and functions are bundled for easy access:



- **Page navigation (a):** Breadcrumb navigation (1), Quicklinks (2)
- Category assignment (3)
- Page title (4)
- **Status bar (b):** Revision status (5), Watch status (6), QM status (7)

Breadcrumb navigation

Using the breadcrumb navigation(1), you can access parent and child pages of the current page.

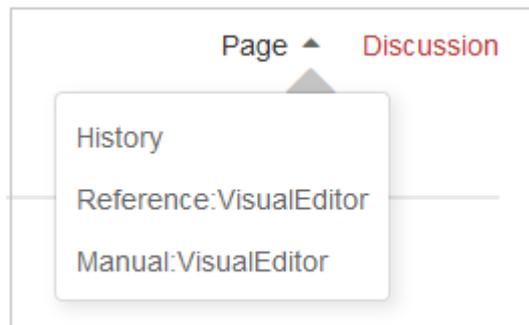
If a page in the general namespace "Pages" is called, for example, "BlueSpice Helpdesk/System Requirements", the following three links are displayed as breadcrumbs: *(Pages): BlueSpice Helpdesk > System Requirements >*

The arrow at the end of the breadcrumb navigation indicates that a subpage exists for the System Requirements page. With a click on the last arrow you can navigate directly to the subpages:

All connection arrows in the breadcrumb are active and open an overview of all directly subordinate pages when clicked.

Quicklinks

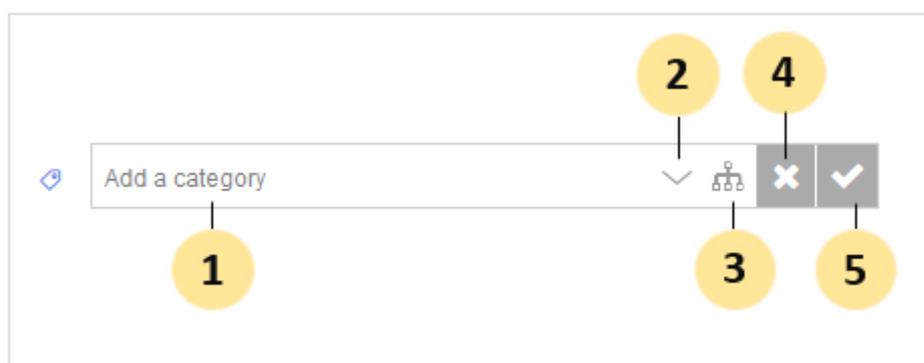
In the **Page navigation** you can also directly access the version history and related pages by clicking on the arrow next to the "Page" function (2). In addition, there is also the quicklink "Discussion", which leads to the discussion page of the current page.



Category assignment

In the category assignment, you can see the categories with which the page is associated. If you move the mouse over the categories or the text "no categories", the "edit" link becomes visible for users with write access: [rand](#)

Clicking on the "edit" link or on the category symbol makes it possible to assign new categories to the page:



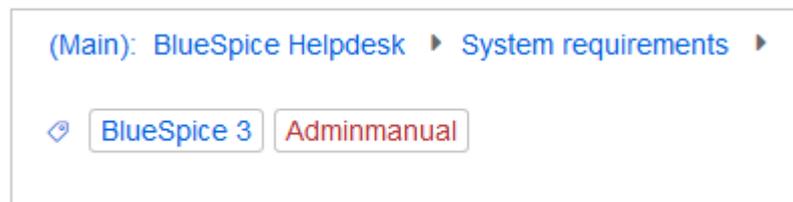
If you enter a keyword in the text field (1), suggestions for existing categories are automatically displayed as you type:



If no matching category is found, you can also select one or more categories using the flat category directory (2) or the hierarchical category tree (3).

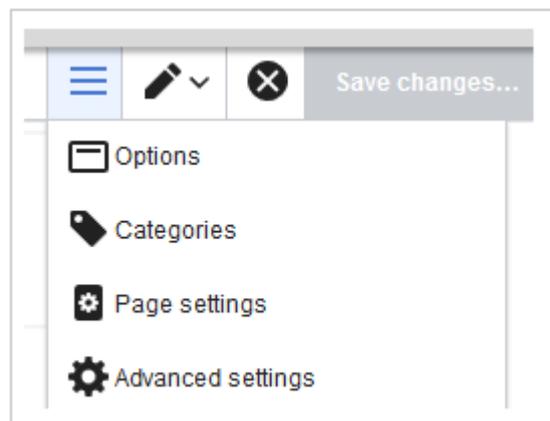
If you do not want to save a category, close the input menu with the "x" (4).

If you want to save the selected categories, click on the check mark (5). The categories are now displayed on the page. The category names are linked directly to the category pages:



Page title

The page name is displayed on the page as page title by default. However, the title can be overridden using VisualEditor. Click on the "Hamburger" menu (1) and select "Advanced Settings":



In the dialog window "Options>Advanced Settings", enter the new display title (2):

The screenshot shows the 'Options' dialog box in MediaWiki. On the left is a sidebar with navigation options: 'Categories', 'Page settings', 'Advanced settings' (selected), 'Languages', and 'Templates used'. The main area is titled 'Options' and contains several settings:

- Advanced settings** (gear icon)
- Let this page be indexed by search engines** (info icon): Radio buttons for 'Yes', 'Default' (selected), and 'No'.
- Show a tab on this page to add a new section** (info icon): Radio buttons for 'Yes', 'Default' (selected), and 'No'.
- Display title** (info icon): A text input field containing 'System requirements 3.1'.
- Title visibility** (info icon): Radio buttons for 'Show' (selected) and 'Hide'.

Buttons for 'Cancel' and 'Apply changes' are located at the top of the dialog.

After saving the page, the new display title appears on the page.

In the source code a "displaytitle" tag has been added:

```
{{DISPLAYTITLE:System requirements 3.1}}
```

Revision status

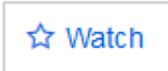
In the **status bar** you can find the most important information about the page: *who* made *which* page changes and *when*:

The status bar displays the text: ⓘ Last edited 22 hours ago by TechWriter

The time stamp leads directly to the visual comparison of the last two page versions. The user name leads to the user profile of the person who last edited the page.

Watch status

Another useful feature in the **status bar** is the watch function. Clicking on this link adds the article to your personal watchlist:

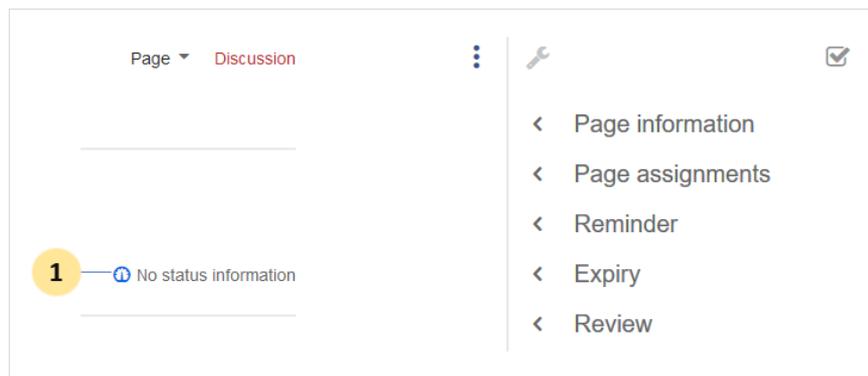
A rectangular button with a blue star icon and the text "Watch" in blue.

Accordingly, you can remove the page from the watch list using the same link.

See also: [Extension/BlueSpiceWatchList](#).

QM status

By displaying the current quality status of the page, you can directly display the quality management page tools. Simply click on the status indicator symbol:



The Quality Management section contains important information, such as page assignments, reminders, or the review status of the current page.

For further information, see [Information about quality management](#).

Watchlist

A [quality version](#) of this page, [approved](#) on *28 July 2020*, was based off this revision.

With the **watchlist**, you can monitor all wiki pages that are important to you. In your [preferences](#), you can customize when and how to be notified about different types of changes related to the pages on your watchlist. Your watchlist is only visible to you. Administrators can see a report of which pages are not on any watchlist.

Contents

1	Watching and unwatching pages	9
1.1	Automatic additions	9
2	Settings	10
3	Watchlist quick view	10
4	Classic watchlist	11
5	Notifications	12
6	Sidebar widget	13
7	The watchlist tag	13
8	Related info	13

Watching and unwatching pages

In the title section of a page, you can add the page to your watchlist. Click *Watch* to add the page to the watchlist. The link description switches to Unwatch. Click *Unwatch* to remove the list from your watchlist.

Edit pages

🕒 Last edited 24 days ago by [Rodrigue](#)
☆ Watch
🔒 This page is accepted

The watchlist switch link

Automatic additions

In addition to manually marking a page watched, there are several ways a page can be added automatically. For example, whenever you create or edit a page, that page can be added to the watchlist. You can change the options for this in the *Watchlist* settings in your [Preferences](#).

Important! If you have deactivated the setting *Add pages and files I edit to my watchlist* in the settings, the check box *Watch this page* in the save dialog is not automatically activated. If you do not manually activate this checkbox when saving a page, a page that was on your watch list will be removed from the watch list when you save. Conversely, each page is automatically added to your watch list if this check box is selected by default. When saving, always check whether the edited page should (still) be on your watchlist.

Resume editing
Save your changes
Save changes

Summary:

Describe what you changed

This is a minor edit
 Watch this page
 255

Please note that all contributions to BlueSpice Wiki may be edited, altered, or removed by other contributors. If you do not want your writing to be edited mercilessly, then do not submit it here.
You are also promising us that you wrote this yourself, or copied it from a public domain or similar free resource (see [Legal:Copyright](#) for details). **Do not submit copyrighted work without permission!**

Review your changes

A page is removed from the watchlist

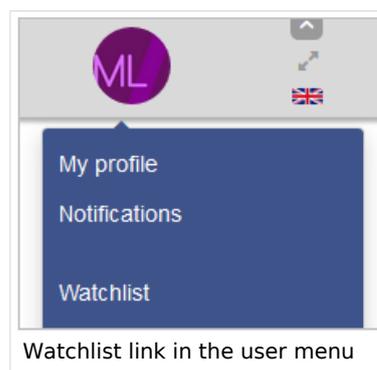
Settings

Go to your [user menu](#). Click *Preferences* and select the tab *Watchlist* to access the following settings:

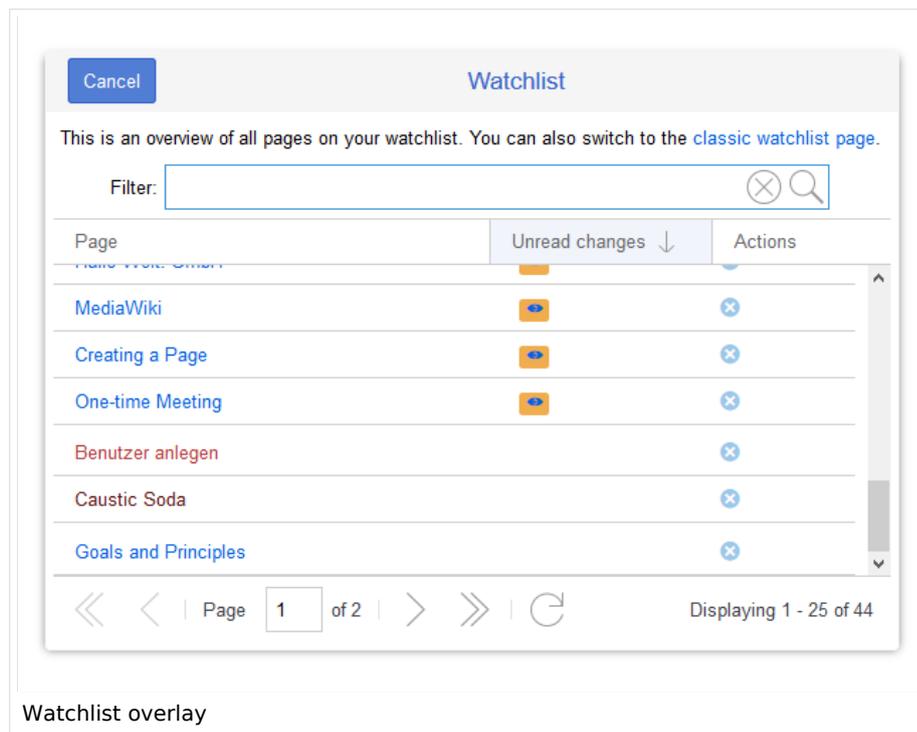
- **Edit watchlist:** Links to the maintenance pages for the watchlist.
- **Display options:** Default settings for showing pages in your watchlist that have recently changed.
 - You can set 3-90 days of page changes.
 - You can set 250-1000 watchlist results.
- **Advanced options:** Settings for automatically adding pages to the watchlist or hiding page changes from the watchlist.
- **Watchlist token:** The token can be used to create a public RSS feed to your watchlist. Anyone who knows this token can access the feed. The syntax for the feed URL is: `https://[YourWikiDomain]/w/api.php?action=feedwatchlist&wlower=[USERNAME]&wltoken=[TOKEN]`

Watchlist quick view

You can open a quick view of your watchlist from the user profile menu.



This opens an overlay with a filterable and sortable view of your watchlist directly on the current page. The watchlist indicates what pages on your pages have changes that are unread by you. Clicking on the icon for unread changes leads to the version comparison page so that you can quickly review the changes you haven't seen yet.



Classic watchlist

From this overlay display, you can switch to the classic view of the watchlist. This loads the page *Special:Watchlist*:

At the top of the Watchlist page are some important edit links and information about your watchlist settings:

- **View relevant changes:** This is the default watchlist page. It displays the filter menu with the legend.
- **View and edit watchlist:** Here you can delete entries from your watchlist.
- **Edit raw watchlist:** Loads an editable list of the page names on your watchlist.
- **Clear the watchlist:** Loads a page that clears your watchlist in the next step. Clicking this link will not clear the watchlist yet.

Special

Watchlist ? Help

For WikiSysop ([View relevant changes](#) | [View and edit watchlist](#) | [Edit raw watchlist](#) | [Clear the watchlist](#))

There are currently [pending changes](#) to reviewed pages on your watchlist. **Your attention is needed!**

363 pages are on your Watchlist (plus talk pages). Email notification is enabled. Pages that have been changed since you last visited them are shown in **bold**.

Watchlist options

Below are the last **10** changes in the last **72** hours, as of 12 February 2019, 17:36.
 Period of time to display:

Hide: **registered users** **anonymous users** **my edits** **bots** **minor edits**
 reviewed edits

Namespace: Invert selection
 Associated namespace

Legend: [Collapse]

N This edit created a new page (also see [list of new pages](#))

m This is a minor edit

b This edit was performed by a bot

(±123) The page size changed by this number of bytes

12 February 2019

- ▶ **N** 17:32 **TestPage** (3 changes | [history](#)) .. **(+1,483)** .. [WikiSysop](#) (3×)
- N** 17:32 (Article edit) **Sissy Oppermann** edited the article **TestPage** ([diff](#) | [hist](#)) .. **(+352)** .. [BSMaintenance](#) ([talk](#) | [contribs](#) | [block](#))
- N** 17:27 (Article edit) **Sissy Oppermann** edited the article **TestPage** ([diff](#) | [hist](#)) .. **(+352)** .. [BSMaintenance](#) ([talk](#) | [contribs](#) | [block](#))
- N** 17:27 (Article) **TestPage** ([diff](#) | [hist](#)) .. **(+236)** .. [BSMaintenance](#) ([talk](#) | [contribs](#) | [block](#))
- N** 16:45 **Test** ([diff](#) | [hist](#)) .. **(+26)** .. [Testuser](#) ([talk](#) | [contribs](#) | [block](#)) (*Created page with "Regensburg lorem ipsum"*) ([Tag: 2017 source edit](#))
- N** 16:45 (Article) **Test** ([diff](#) | [hist](#)) .. **(+232)** .. [BSMaintenance](#) ([talk](#) | [contribs](#) | [block](#))
- mb** 11:04 **MediaWiki:CustomMenu/Header** ([diff](#) | [hist](#)) .. **(0)** .. [BSMaintenance](#) ([talk](#) | [contribs](#) | [block](#)) (*BSMaintenance moved page MediaWiki:TopBarMenu to MediaWiki:CustomMenu/Header without leaving a redirect: TopMenuBarCustomizer => CustomMenu*) [[rollback 1 edit](#)]
- b** 11:04 ([Move log](#)) .. [BSMaintenance](#) ([talk](#) | [contribs](#) | [block](#)) moved page **MediaWiki:TopBarMenu** to **MediaWiki:CustomMenu/Header** without leaving a redirect (*TopMenuBarCustomizer => CustomMenu*)

Classic view of the watchlist page

Note: Since many social entities are created automatically by the system, changes to pages in the namespace SocialEntity are filtered out by default. You can remove the filter to view changes to pages in this namespace.

Notifications

You can get notifications about all changes on that page.

To receive notifications, go to your *Preferences* and open the *Notifications* tab. You can select to get notifications about the following changes:

- **Actions on pages in watchlist:** A page was edited or deleted.
- **Entity actions on watched pages:** A discussion topic or an attachment was added, edited, or deleted.

Sidebar widget

The watchlist is, by default, is included in the [user sidebar](#). It can be removed by deleting the entry `*WATCHLIST`.

The watchlist tag

You can include the watchlist in the page content by adding the tag `<bs:watchlist />`.

Example:

```
<bs:watchlist count="4" maxtitlelength="20" order="time" />
```

Output:

Related info

- [Reference:BlueSpiceWatchList](#)

Quality assurance



Quality

Automate the life cycle of your information. Your wiki will notify everyone at the right time.

Quality management

- [CategoryCheck](#)
- [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](#)