

Contents

1. Manual:Extension/BlueSpiceChecklist	2
2. Manual:Extension/BlueSpiceConfigManager	7
3. Reference:BlueSpiceChecklist	24

Manual:Extension/BlueSpiceChecklist

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

BlueSpiceChecklist allows inserting checklists and checkboxes for to-do lists with responsibilities and status settings.

Contents

1	Magic word "checklist"	3
1.1	Creating a checkbox	4
1.2	Creating a drop-down list	4
1.3	Defining an option list	5
2	Adding checklists in source editing mode	6
3	Configuration	6
4	Related info	7

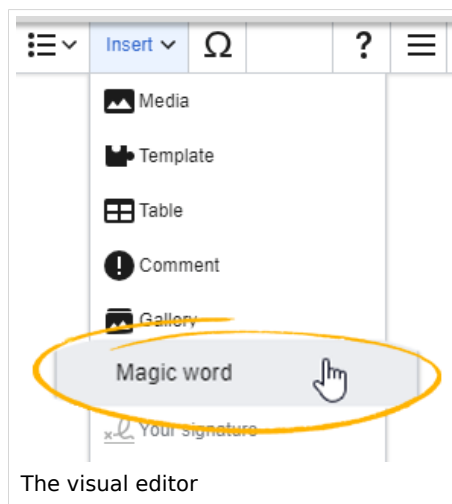
Magic word "checklist"

It is easy to insert simple checklists into any wiki page. When a wiki page has a checklist, any user with *checklistmodify* rights can update the checklist values without switching into edit mode. These are by default users in the role *editor*, *author*, *maintenanceadmin* and *bot*.

Note: If a user with read permissions changes the value of a checkbox or drop-down list, the value will not be saved. Refreshing the page will show the last value that has been saved before.

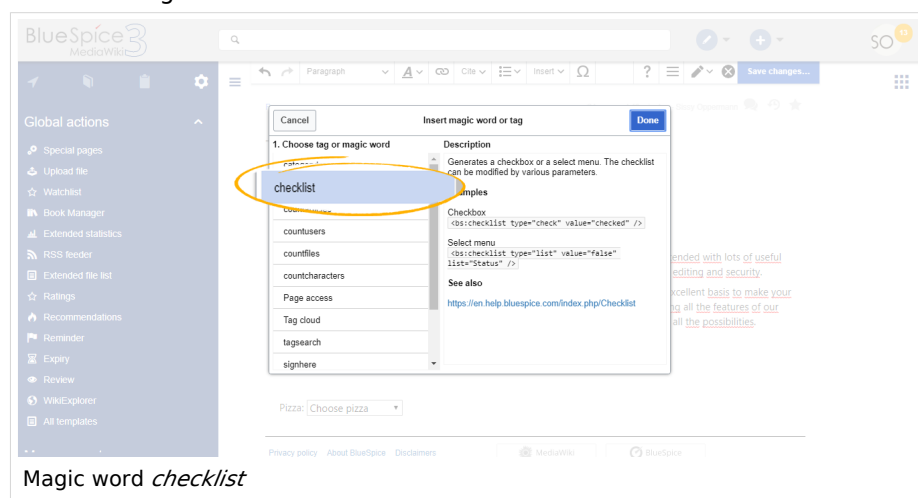
To create a checklist item:

- Click *Insert* > *More* > *Magic word* in the visual editor.

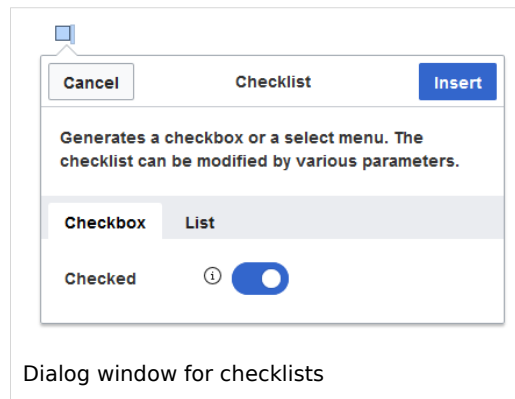


The visual editor

- Click *checklist* in the dialog window.



- Click *Done*. Another dialog window appears.



Now select the tab to select your checklist type:

- *Checkbox*: creates an individual checkbox.
- *List*: creates a drop-down menu.

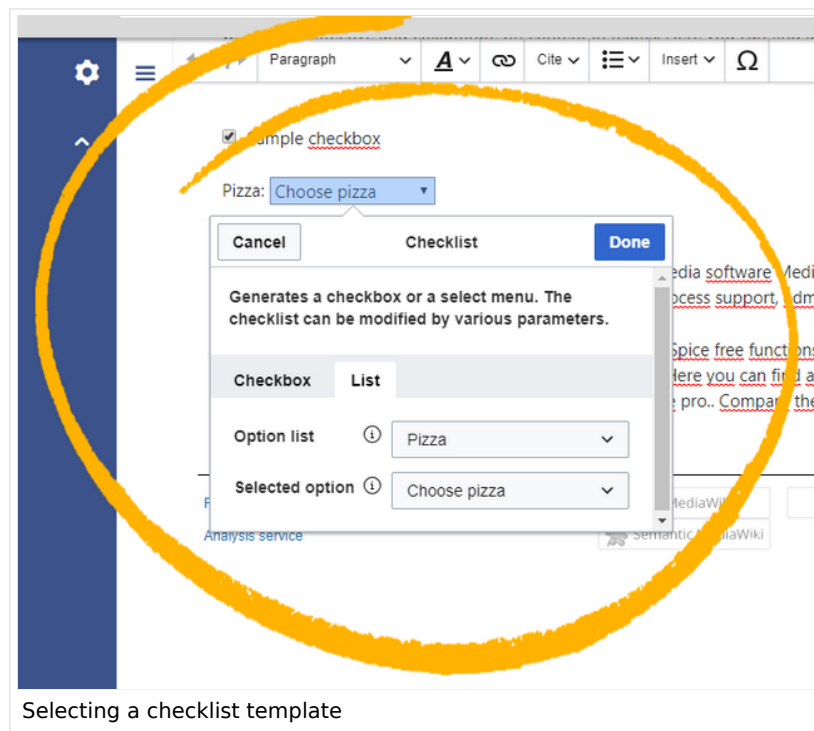
A page can contain multiple checkboxes and lists.

Creating a checkbox

1. **Toggle** the switch in the dialog window on the checkbox tab to create an unselected checkbox. When this toggle is blue, the checkbox is pre-selected.
2. **Select insert**. The checkbox is now visible on the page. Write the text for a label or for an instruction next to the checkbox

After the page has been saved, all users can activate and deactivate the checkbox.

Creating a drop-down list



1. **Select** an [existing option list](#) in the *List* tab.
2. Under Selected option, choose the default value.
3. **Click** Done.

After saving the page, all users can change the selected list value in read mode.

Defining an option list

Before a combobox can be created, a template for the list items needs to be available. For example, to create a list of pizzas, you need to create a page *Template:Pizza* with the following content:

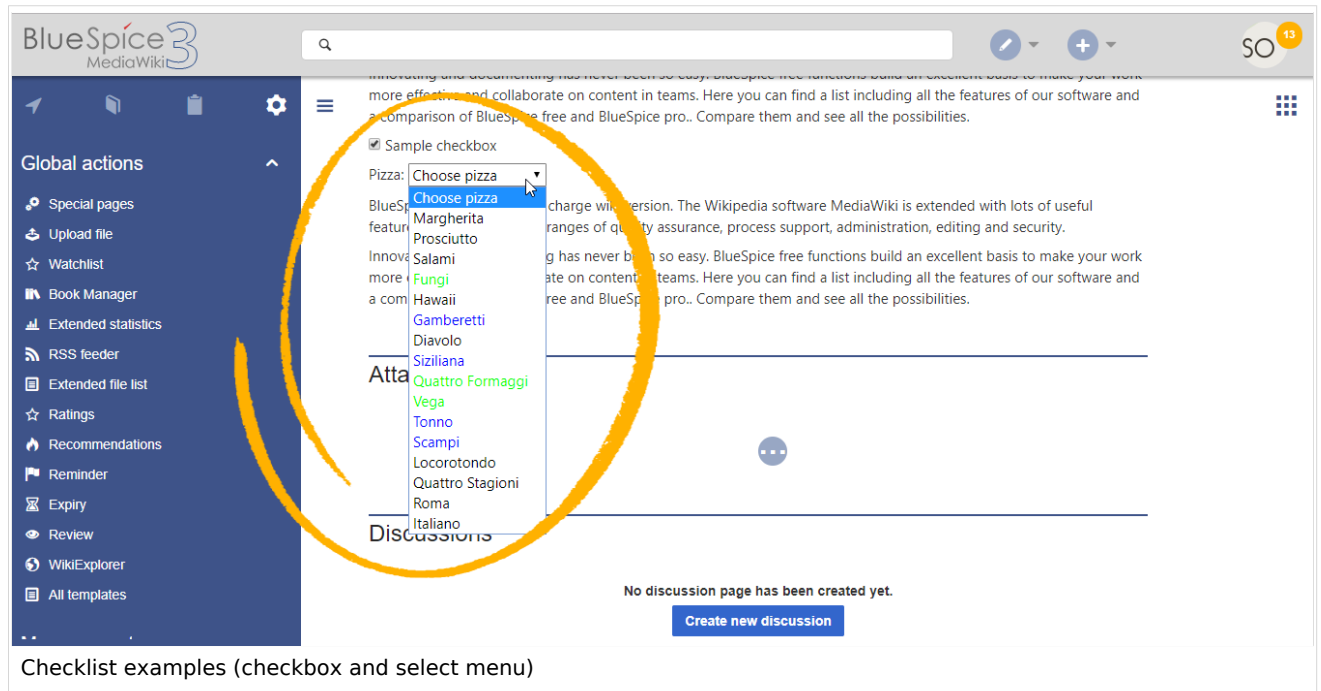
```
* Choose pizza
* Margherita
* Prosciutto
* Salami
* Fungi|#00FF00
* Hawaii
* Gamberetti|#0000FF
* Diavolo
* Siziliana|#0000FF
* Quattro Formaggi|#00FF00
```

After saving this page, the list "Pizza" appears in the select menu *Option list*.

Colors can be assigned to each option using the color's [HEX code](#). The color value #00FF00 shows green text.

```
* Quattro Formaggi|#00FF00
```

Without specifying the color, text inherits the text color of the wiki page.



Adding checklists in source editing mode

Checklists can also be added to a page using wikitext. The syntax for adding the tag is:

Checkbox:

```
<bs:checklist type="check" checked="true" />
```

The value of the parameter *checked* can be *true* or *false*, depending on whether the checkbox should initially be selected (true) or deselected (false). List:

```
<bs:checklist type="list" list="Template:Pizza" value="Choose pizza" />
```

The parameter *list* defines the template page that contains the list, *value* defines the initial selection.

Once a checklist tag has been saved on a page, users can change its value in read mode.

Configuration

The following configuration can be changed in the [Config manager](#):

- **Mark checklist changes as minor edit:** If this setting is active, changes to a checklist (for example, checking a checkbox) in view mode are logged as minor edits. If this setting is inactive, a change to the checklist is recorded as a regular version in the page history.

• (cur | prev) • 12:01, 2019 December 5 ML Mlink-rodrigue (talk | contribs | block) m .
(2,820 bytes) (+9) . . (Unchecked checkbox #1) (rollback 6 edits | undo) (Tag: Checklist change)
minor edit

Related info

- [Reference:BlueSpiceChecklist](#)

Config manager

A [quality version](#) of this page, [approved](#) on *6 October 2021*, was based off this revision.

Contents

1	Layout	9
1.1	Filter options	9
1.2	Searching for settings	9
2	Settings by extension	10
2.1	BlueSpiceFoundation	10
2.1.1	Updating logo and favicon	10
2.1.2	System	11
2.2	BlueSpiceAbout	11
2.3	BlueSpiceArticleInfo	12
2.4	BlueSpiceAuthors	12
2.5	BlueSpiceAvatars	13
2.6	BlueSpiceBookshelf	13
2.7	BlueSpiceChecklist	15
2.8	BlueSpiceExtendedSearch	15
2.9	BlueSpiceExtendedStatistics	16
2.10	BlueSpiceInsertCategory	16
2.11	BlueSpiceInsertLink	16
2.12	BlueSpicePageTemplates	17
2.13	BlueSpicePermissionManager	17
2.14	BlueSpiceRSSFeeder	17
2.15	BlueSpiceReaders	17
2.16	BlueSpiceSaferEdit	18
2.17	BlueSpiceUEModuleBookPDF	18
2.18	BlueSpiceUEModuleHTML	19
2.19	BlueSpiceUEModulePDF	19
2.20	BlueSpiceUniversalExport	20
2.21	BlueSpiceVisualEditorConnector	20

2.22 BlueSpiceWholsOnline	20
2.23 BlueSpiceExpiry	20
2.24 BlueSpiceReview	21
2.25 BlueSpiceReviewExtended	21
2.26 BlueSpiceFlaggedRevsConnector	21
2.27 BlueSpiceSocialBlog	22
2.28 BlueSpiceSocialTopics	23
2.29 BlueSpiceMatomoConnector	24
3 Related info	24

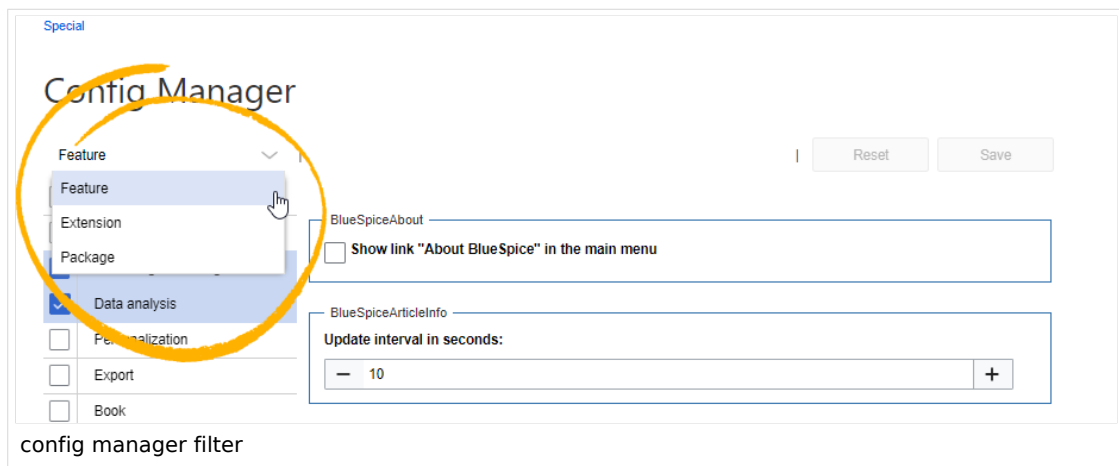
With the Config manager, a wiki user with *sysop* rights can manage BlueSpice wiki-wide settings in one place. In the [navigation](#), it is located under *Global navigations > Management > Config manager*. This link loads the page *Special:ConfigManager*.

Layout

Filter options

All settings can be accessed through the following filter options:

- **Feature:** group by type of functionality the setting belongs to (search, administration...)
- **Extension:** group by extension name
- **Package:** group by BlueSpice edition and services (BlueSpice free, BlueSpice pro, Matomo)



All settings are available in any type of grouping. Changing the grouping type does not add or remove setting options. It just groups them differently. After settings are adjusted, they can be saved by clicking *Save*, or cancelled by clicking *Reset*.

Note: If a server administrator has configured a setting to no longer be writable, it will be shown as greyed-out in the config manager. You will have to talk to your server administrator about changing such a setting.

Searching for settings

A search bar is located above the list of settings. Type in a keyword such as "logo" to find the corresponding setting. The search returns settings regardless of the currently selected group.

Note: The search field has to be empty if you want to see the filter menu instead of the search.

BlueSpiceFoundation

Logo path:

Config manager search box

Settings by extension

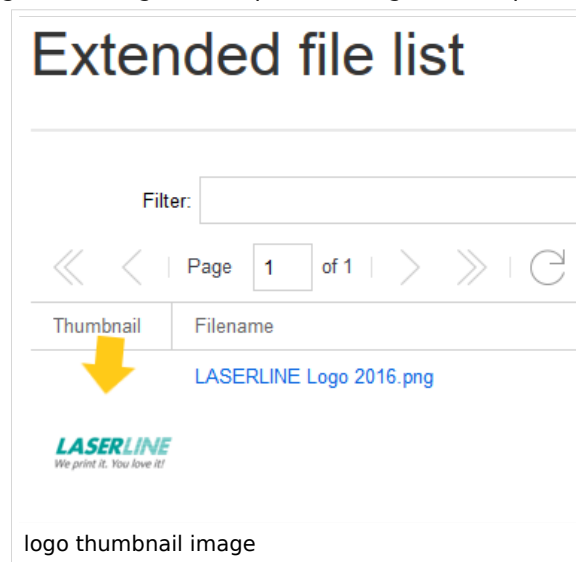
BlueSpiceFoundation

Updating logo and favicon

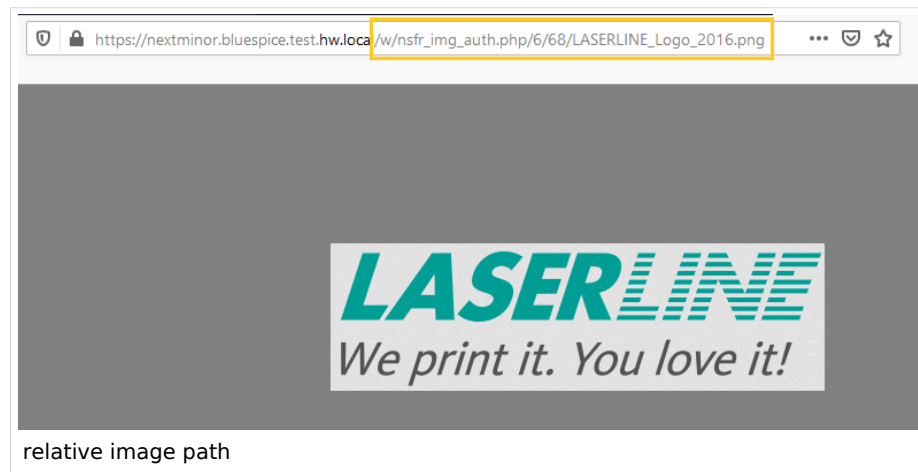
- **Logo path:** The logo image should be stored in the `/images` folder of your installation. If you store it in the `/skins` folder of your BlueSpice installation, it could be overwritten with an upgrade.

To upload the logo directly in the wiki:

1. **Upload** the logo on the page *Extended file list* (*Special:ExtendedFilelist*). This is a link under the *Global actions* navigation.
2. **Search** for the logo name in the extended file list.
3. **Click** on the thumbnail image of the logo. This opens the logo on a separate page.



4. **Copy** the relative logo path from the address bar. In a typical Wiki configuration, this path starts with `/w/....`.



5. **Paste** the logo path into the text field for the logo.

Extension |

☒ BlueSpiceFoundation

☐ BlueSpiceAbout

☐ BlueSpiceArticleInfo

☐ BlueSpiceAuthors

Skimming

Logo path:

Favicon path:

logo path

6. **Click Save.**
7. **Refresh** the page (Strg+F5).
If the uploaded logo is too large, you can add the following code snippet to the page *MediaWiki:Common.css*. This automatically adjusts the image to the height of the main toolbar:

```
.bs-logo a {background-size: contain;}
```

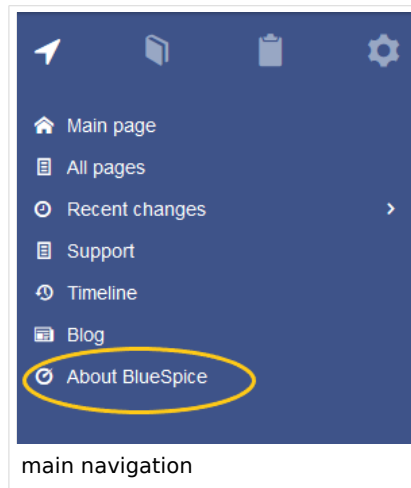
- **Favicon path:** The favicon image should be stored in the */images* folder of your installation. If you store it in the */skins* folder of your BlueSpice installation, it could be overwritten with an upgrade. [Favicon images](#) have the file extension *.ico*.

System

- **Allowed file extensions:** For security reasons, the types of files that users can upload are restricted. Here, you can allow additional file formats. If a file format is blacklisted in the server configuration, adding this file extension here will not allow this file type to be uploaded. See mediawiki.org/wiki/Manual:Page_title for more info.
- **Allowed image extensions:** The standard web image types are listed here. In general, you want to restrict image uploads to web images. See developer.mozilla.org/en-US/docs/Web/Media/Formats/Image_types for more on browser-supported image types.

BlueSpiceAbout

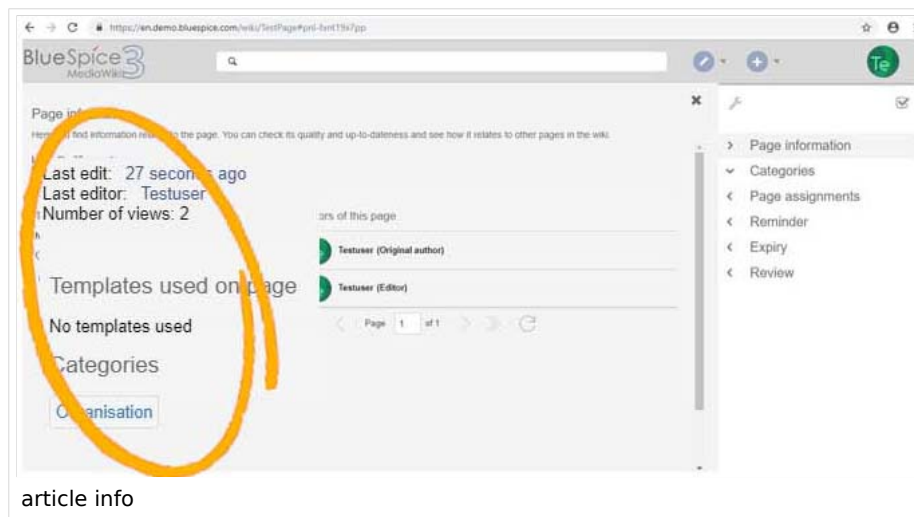
- **Show link "About BlueSpice" in the main menu:** Shows or hides the link to the page [AboutBlueSpice](#) in the main navigation.



BlueSpiceArticleInfo

BlueSpiceArticleInfo, together with *BlueSpiceAuthors*, *BlueSpiceReaders*, and *BlueSpiceExtendedSearch* is part of the *Page information* in the quality management tools.

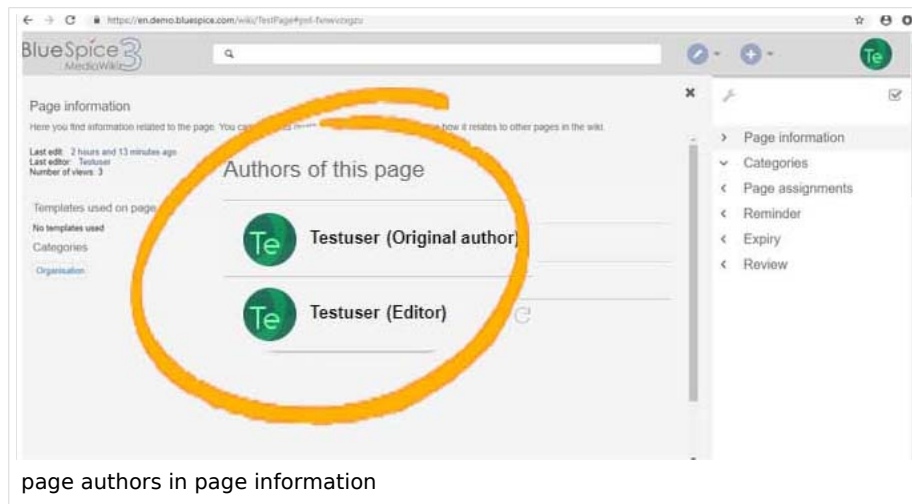
- **Update interval in seconds:** Sets the refresh rate for the "Last edit" value. By default, this date is updated every 10 seconds via JavaScript.



BlueSpiceAuthors

BlueSpiceAuthors, together with *BlueSpiceArticleInfo* and *BlueSpiceReaders*, is part of the *Page information* in the quality management tools.

- **Display authors:** Show or hide authors on the page information page.

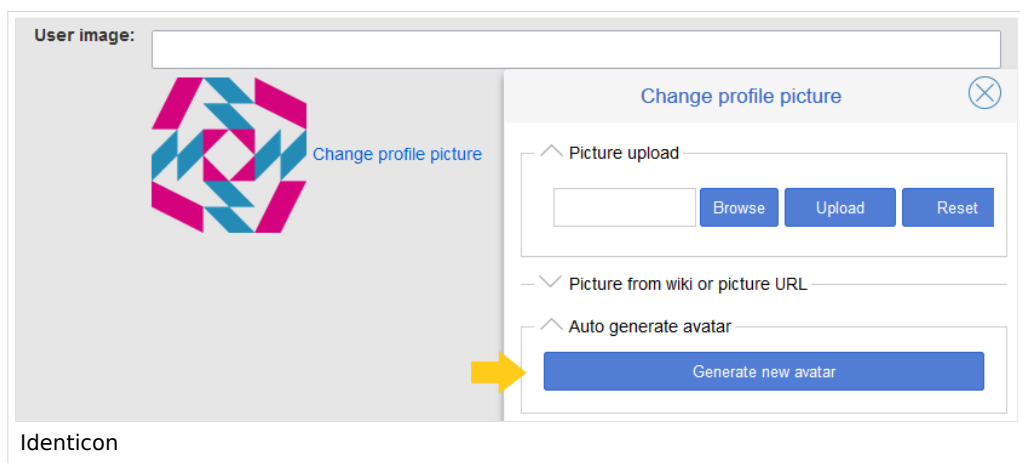
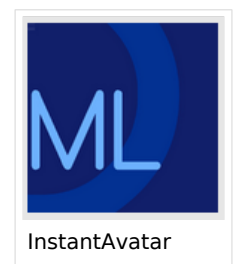


BlueSpiceAvatars

An avatar image is automatically generated if the user does not upload a profile picture or if the user decides to create an avatar image in the preferences.

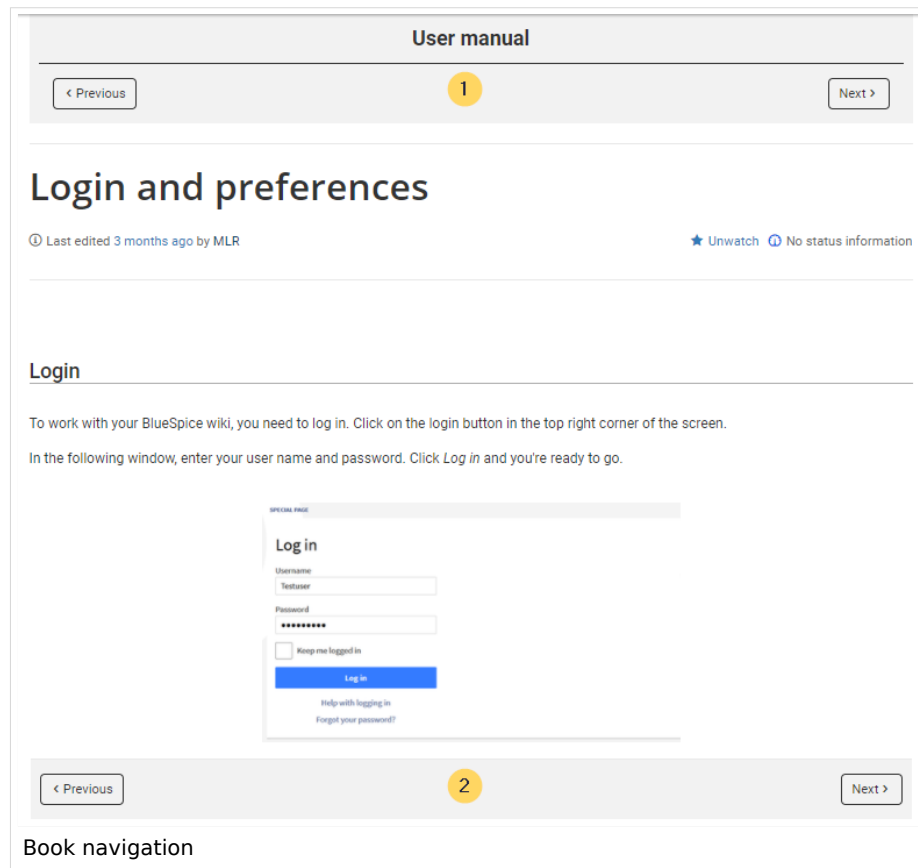
- **Generator**

- **InstantAvatar:** Generates an avatar image based on using the initials of the Real name or the Username
- **Identicon:** Generates an avatar image based on parts of the user's IP address.

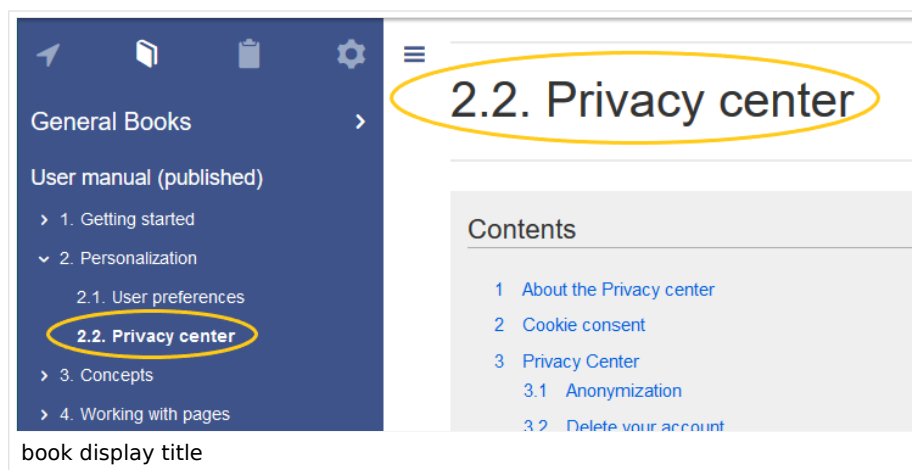


BlueSpiceBookshelf

- **Show book chapter pager after content:** Displays previous/next book page navigation at the end of each book page. (1)
- **Show book chapter pager before content:** Displays previous/next book page navigation at the beginning of each book page. (2)



- **Use the display title from book source on article:** Shows the title from the book navigation as page title instead of the page name.

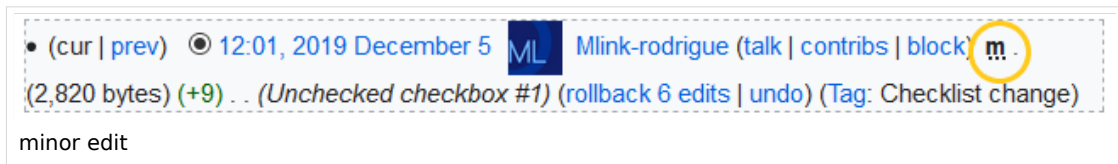


Note: If the page additionally contains a `{{DISPLAYTITLE}}` tag, the display title of the page is shown instead of the book title.

- Prepend article table of contents and headlines with book numbering
- Suppress namespace prefix of book articles in output

BlueSpiceChecklist

- **Mark checklist changes as minor edit:** If this setting is active, changes to a checklist (for example, checking a checkbox) in view mode are logged as minor edits. If this setting is inactive, a change to the checklist is recorded as a regular version in the page history.



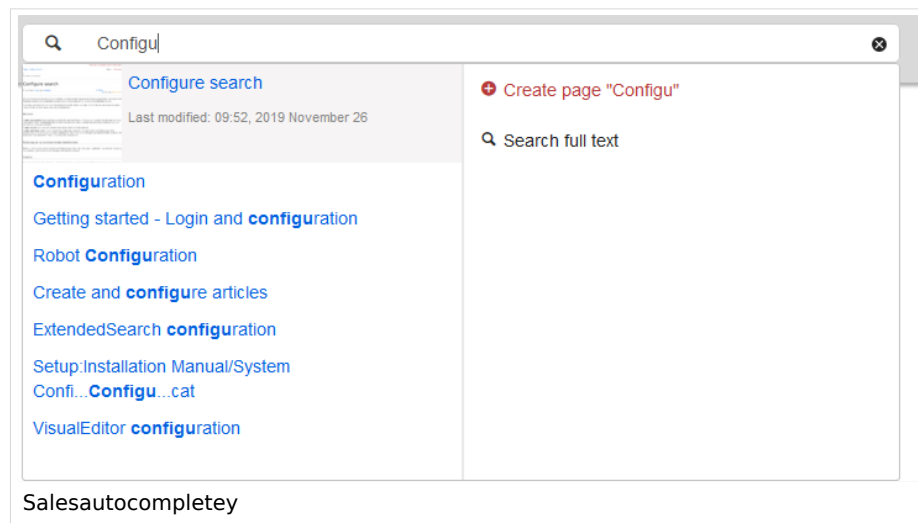
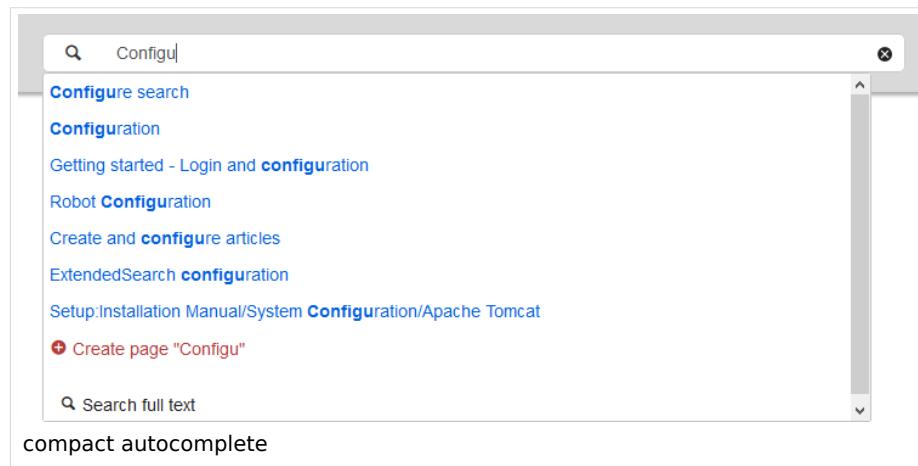
BlueSpiceExtendedSearch

- **External file paths:** External locations to scan for and index files from. These locations are entered in key/value pairs of Physical path and URL prefix.
 - *Physical path:* Storage path. For mounted drives, for example: *X:\Documents*
 - *URL prefix:* All files indexed from the indexed physical location are prefixed in the search results. It should be used if files are available from a web server. By default, the URL prefix is set to the same value as *Physical path*.

Examples for external file paths

Example file	Phys. Path	URL Prefix	Link in results list
S:\Sales\Info\glossaryy.pdf	S:\	file:///S:/	file:///S:/Sales/Info/glossary.pdf
		https://sharepoint/Sales/documents/	https://sharepoint/Sales/documents/Sales/Info/glossary.pdf
		https://intranet/showdocs inline.aspx?path=	https://intranet/showdocsinline.aspx? path=/Sales/Info/glossary.pdf
/var/www/bluespice/w/mounted_share/Sales/Info/glossary.pdf	/var/www/bluespice/w/mounted_share/		https://wiki.company.local/w/mounted_share/Sales/Info/glossary.pdf

- **Use simple autocomplete:** forces a more compact autocomplete (1-column Sales thumbnail preview).



- **Automatically set language filter:** This setting applies to multi-languageSalesIt returns seych results for a user only in the user's language. Users can set their language in their [preferences](#).
- **Exclude patterns:** Files at external file locations can be excluded from search based on regular expression patterns.

BlueSpiceExtendedStatistics

- **Exclude these users:** Some user groups, like WikiSysop can skew the statistics, for example the statistics for search queries or because they complete automated maintenance tasks. These types of user groups can be excluded from the statistical results.
- **Maximum number of interval steps:** Sets the size of the x-axis for the results. For a few days, select the interval *Day* or *Calendar Week*, for periods over one year, select *Year* or *Month*. If you do not get any results for your query, try to adjust the interval accordingly.

BlueSpiceInsertCategory

- [Insert category with its parents](#)
- [Set page categories as default in upload dialog](#)

BlueSpicensertLink

- [Allow unmapped links](#)

- **Allowed locations for external files**
 - Filesystem prefix
 - Web accessible prefix:

BlueSpicePageTemplates

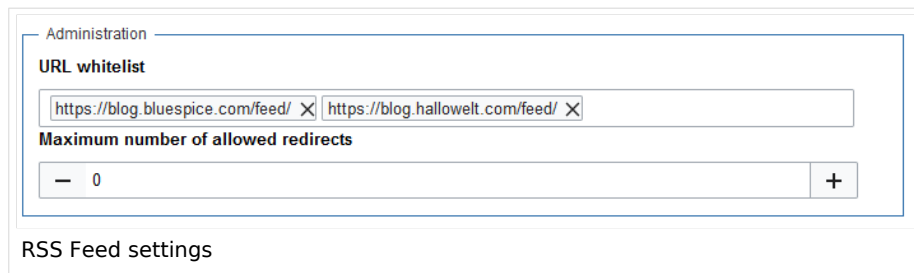
- **Force target namespace:**
- **Hide default templates:** Hides the default *Empty page* template.

BlueSpicePermissionManager

- **Backup limit:** Sets the number of backups for the permissions manager. Each time the page *Special:PermissionManager* is saved, a backup is created. If the backup limit is set to 5, the last five versions of the permissions configuration are saved as backups.

BlueSpiceRSSFeeder

- **URL whitelist:** RSS feeds need to be whitelisted here by an administrator before they can be displayed in a wiki page.
- **Maximum number of allowed redirects:** If there are URL redirects for any of the whitelisted URLs, the number of redirects needs to be adjusted (usually to 1 or 2).



The screenshot shows the 'Administration' section of the BlueSpice interface. Under the 'URL whitelist' heading, there is a text input field containing two URLs: 'https://blog.bluespice.com/feed/' and 'https://blog.hallowelt.com/feed/'. Each URL has a small 'X' icon to its right. Below this, under the heading 'Maximum number of allowed redirects', there is a numeric input field with the value '0'. To the left of the field is a minus sign and to the right is a plus sign, indicating a range. The entire form is titled 'RSS Feed settings' at the bottom.

BlueSpiceReaders

- **Number of readers to display:** Sets the number of readers that are displayed on the Page information in the Quality management tools.

Page information
Here you find information related to the page. You can check its quality and up-to-dateness and see how it relates to other pages in the wiki.

Last edit: one month ago
Last editor: Rodrigue
Number of views: 13315

Templates used on page
BSExtensionInfobox

Similar pages
BlueSpiceTagCloud BlueSpiceInsertFile BlueSpiceCategoryManager InsertImage
Extension/VisualEditor ServiceCenter BlueSpiceTagSearch BlueSpiceInsertLink PastelImage

Categories
BlueSpice free Extension

Readers of this page

Authors of this page

WikiSysop (Original author)
Mlink-rodrigue (Editor)
Fbaeckmann (Editor)
Lsireta (Editor)
RichardHeigl (Editor)
P technik (Editor)
IdaK (Editor)
Angelika (Editor)

WikiSysop
Lukashoenig
FlorianFuessl

page readers

BlueSpiceSaferEdit

- **Interval for lookup for concurrent editings:** Sets the time in seconds for checking if another person is editing the page.
- **Show name of current editor:** Shows or hides the name of the user who is currently editing the page.

BlueSpiceUEModuleBookPDF

- Table of Contents
 - *Only article titles (indent by grade):* Only shows the article titles in the main contents table of the PDF.

Table of contents	
1 Introduction	3
2 Wiki pages model	4
3 User rights	7
3.1 Group manager	15
3.2 Permission manager	18
3.3 User manager	24
4 Namespace manager	28

PDF table of contents without article TOCs

- *Embed article TOCs (No indent of article titles):* Shows the table of contents for each article in the main contents table of the PDF.

Table of contents	
1 Introduction	5
2 Wiki pages model	6
1 The pages modell	6
2 Page types	6
2.1 Special page	6
2.2 Content page	7
2.3 Wiki page	7
2.4 Category page	8
2.5 File / image (description) page	8
3 User rights	9
3.1 Group manager	17
1 Accessing the group manager	17
2 Functionality	18
3 Assigning roles and users to groups	18

Embed article TOCs

BlueSpiceUEModuleHTML

- **Hide namespace prefix in PDF:** If activated, the namespace is shown in the HTML main heading.

Note: If the page contains a "displaytitle" tag in the page source, the page display title is shown and this setting has no effect.

BlueSpiceUEModulePDF

- **Hide namespace prefix in PDF:** If activated, the namespace is shown in the PDF main heading for a page.

Manual:Extension/BlueSpiceGroupManager	
Contents	
1 Accessing the group manager	1
2 Functionality	1
3 Assigning roles and users to groups	2
4 Related info	2

namespace in heading

Note: If the page contains a "displaytitle" tag in the page source, the page display title is shown and this setting has no effect.

BlueSpiceUniversalExport

- **Metadata (standard, JSON):** Additional data to be passed to the rendering template in JSON format. This data can be used in the export template. The template itself is maintained server-side.
- **Metadata (override, JSON):** Allows overriding standard data sent to the rendering template in JSON format. Values that are set by default can be overridden with this option.

BlueSpiceVisualEditorConnector

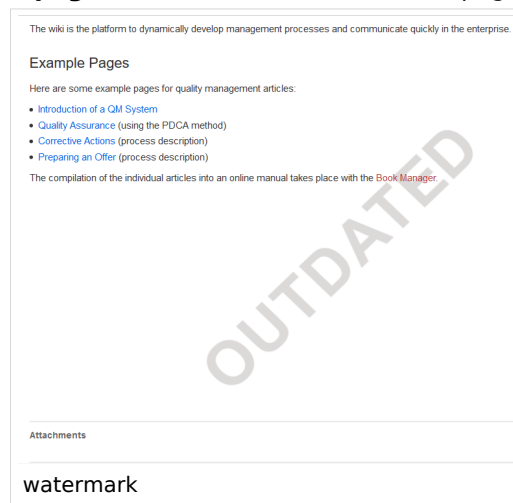
- **Enable VisualEditor for BlueSpice extensions**
- **Configuration variable to use a simplified save process**
- **Upload type**
 - Original (Here a confirmation of the rights of use/upload is obtained, file name and namespace of the file can be changed, a category can be assigned and a description of the file MUST be given).
 - Simple (No confirmation of required rights is obtained here, the name and namespace of the file can be changed, a description and a category can be assigned, but does not have to be specified)
 - One click (No confirmation about required rights is obtained here, the image cannot be renamed and no category can be assigned. Only the namespace can, but does not have to be adjusted before uploading)

BlueSpiceWholsOnline

- **Time in seconds until a user is marked as offline:** The system checks every x seconds if a user logged out and no longer displayed as online. This can be less frequent than the update interval for newly logged-in users.
- **Update interval in seconds:** The system checks every x seconds for users.

BlueSpiceExpiry

- **Show watermark for expired pages in PDF:** Shows the watermark for expired pages in PDFs.
- **Show watermark for expired pages in print version:** Shows the watermark for expired pages when a page is printed.
- **Show watermark for expired pages:** Shows a watermark on the page itself.



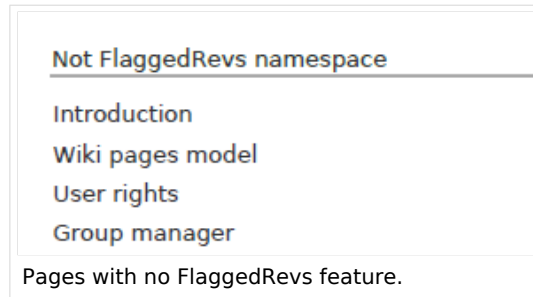
- **Only the owner of a review can change it:** If this is unchecked, any user with edit rights can update a workflow.

- **Workflow will be added to page history:** This enables that workflow votes are listed under the page history with the corresponding version.

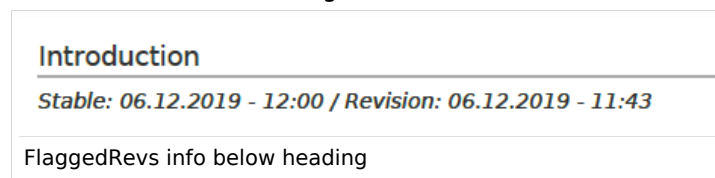
- **Bookshelf: List accepted revisions log:** Shows a log of stable page versions of pages in the PDF and when these pages were put into accepted status. If editors did not provide a comment when accepting the page, the *Stable comment* field for a revision is empty.

- Bookshelf: List pages without stable revision:** Displays a list of PDF pages at the beginning of the PDF that only exist as a first draft and have no released version.

- **Bookshelf: List pages without FlaggedRevs:** Displays a list of PDF pages that do not have a release mechanism at the beginning of the PDF.



- **UEModulePDF: Show FlaggedRevs info below main heading:** Prints the latest revision dates (last acceptance and last edit date) below the heading.



Quality assurance

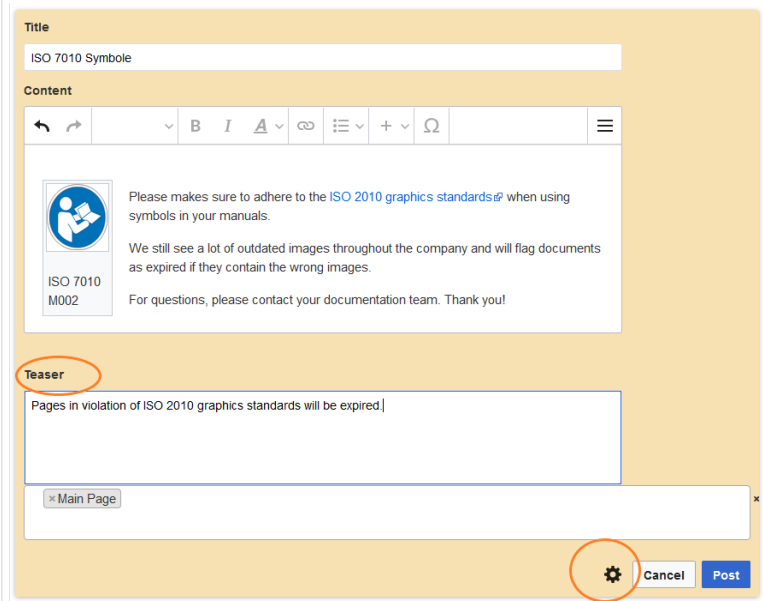
- **Automatically set the page to stable, when the workflow was finished successfully:** The workflow ends with setting the page status to stable. (this setting is available until version 3.1)
- **Automatically delete the workflow, when a page was marked as stable:** The workflow is deleted.
- **Show unstable pages for following groups:** If the group *user* is removed from the *BlueSpiceFlaggedRevs* configuration, users in this group will not be able to see draft versions when they are added as reviewers in a review process. When the group *user* is removed, only *sysop* and *reviewer* users can access drafts. If you want other groups, for example *editor*, to see draft versions, you need to add them to the configuration. If no user groups are specified in the configuration field, not even reviewers and sysops users will see a visual status indication of a page. They will have access to drafts through the revision history for the page instead.

Searching and Navigation

- **Indexing only stable versions:** Draft versions are excluded from the search results. If a page does not have a stable version, it is not shown as a search result.

BlueSpiceSocialBlog

- **Use teaser text for blog entries in the timeline:** When you create a blog entry, you can create a teaser text for it by clicking the cogwheel symbol in the blog entry form. If this setting is active, the teaser text will be shown on the page *Special:Timeline* instead of the first part of the content.



Title
ISO 7010 Symbol

Content

Please makes sure to adhere to the [ISO 2010 graphics standards](#) when using symbols in your manuals.

We still see a lot of outdated images throughout the company and will flag documents as expired if they contain the wrong images.

For questions, please contact your documentation team. Thank you!

Teaser
Pages in violation of ISO 2010 graphics standards will be expired.

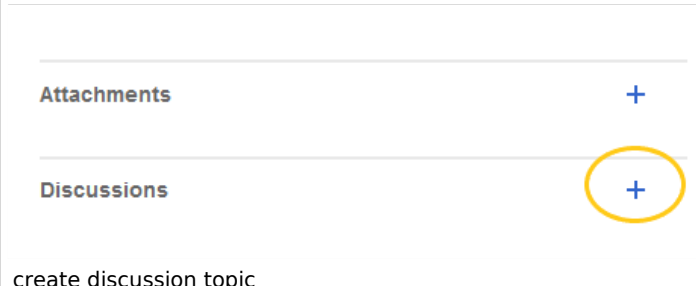
Main Page

Cancel Post

blog teaser text

BlueSpiceSocialTopics

- **Automatically create all discussion pages.** If a user creates the first discussion topic for a page using the link in the page footer of a wiki page, the needed discussion page is automatically created first.

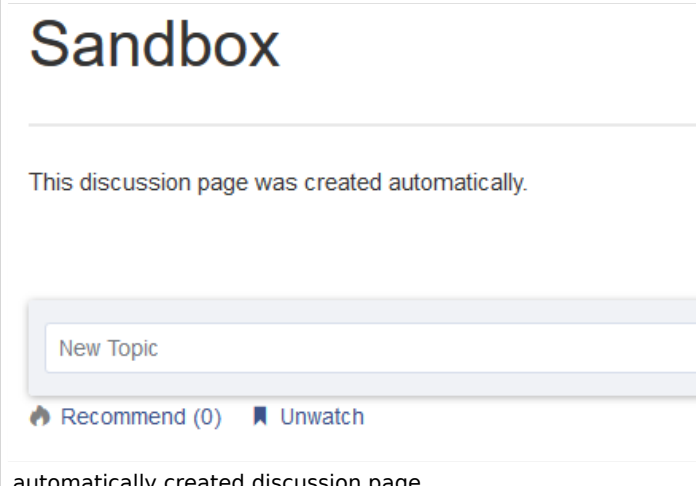


Attachments +

Discussions +

create discussion topic

A message "This discussion page was created automatically" is inserted on the discussion page.



Sandbox

This discussion page was created automatically.

New Topic

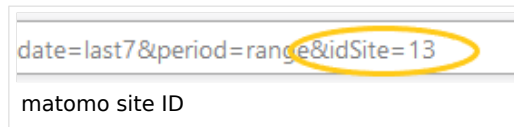
Recommend (0) Unwatch

automatically created discussion page

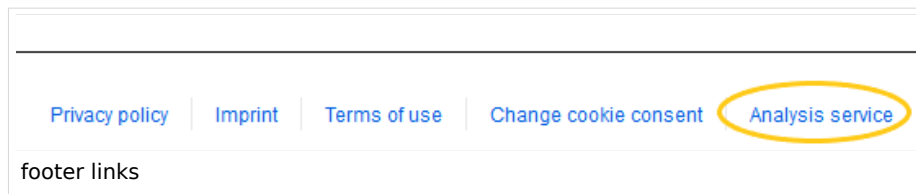
If this setting is deactivated, the user is directed to the "Create page" default page first

BlueSpiceMatomoConnector

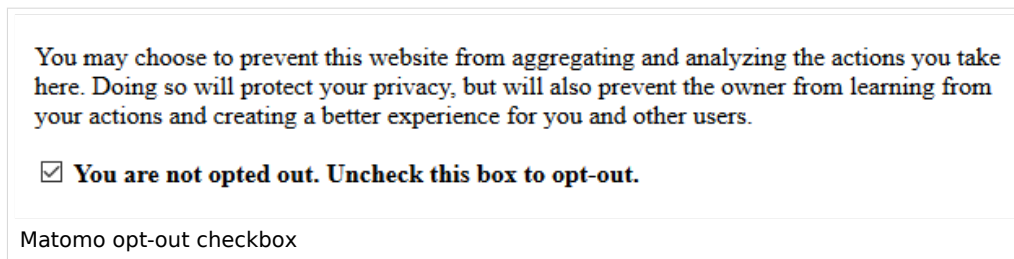
- **Site ID:** Matomo ID of the wiki. You can find the site ID as a url parameter in the browser address bar when you are logged into Matomo.



- **Base url:** The url to your Matomo installation.
- **Show opt-out link in footer:** Displays a link in your wiki footer, usually named *Analysis service*.



On the Analysis service page, there is a checkbox that allows a user to opt-out from being tracked for analysis purposes.



Related info

- [Reference:ConfigManager](#)

Reference:BlueSpiceChecklist

Extension\ BlueSpiceChecklist

Overview			
Description:	Provides checklist functionality		
State:	stable	Dependency:	BlueSpice
Developer:	HalloWelt	License:	GPL-3.0-onlyProperty "BSExtensionInfoLicense" (as page type) with input value "</br>GPL-3.0-only" contains invalid characters or is incomplete and therefore can cause unexpected results during a query or annotation process.
Type:	BlueSpice	Category:	Rich Articles
Edition:	BlueSpice free, BlueSpice pro, BlueSpice Farm, BlueSpice Cloud		
View help page			

Features

The extension **Checklist** allows inserting checklists and checkboxes for to-do lists with responsibilities and status settings.

The checklist extension inserts:

- single checkbox elements
- checklists based on templates with an unordered list

It is possible to add multiple checkboxes and/or checklists to a page.

Checklist changes are automatically marked as minor changes. This setting can be changed in the [Config manager](#).

Technical Information

This information applies to BlueSpice 3 . Technical details for BlueSpice cloud can differ in some cases.

Requirements

MediaWiki: 1.31

BlueSpiceFoundation: 3.2

Integrates into

- BlueSpiceSMWConnector
- BlueSpiceVisualEditorConnector

Special pages

Permissions

Name	Description	Role
checklistmodify	Modify the values of checklist items without editing the wiki page	author, bot, editor, maintenanceadmin

Configuration

Name	Value
ChecklistMarkAsMinorEdit	true

API Modules

- bs-checklist-available-options-store
- bs-checklist-tasks
- bs-checklist-template-store

Hooks

- [BSInsertMagicAjaxGetData](#)
- [BSUsageTrackerRegisterCollectors](#)
- [ChangeTagsListActive](#)
- [ListDefinedTags](#)
- [ParserFirstCallInit](#)