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Wiki basics - Introduction

- Error

The provided source article ("Book:My new book") does not exist.

Hello and welcome!

This short user manual will give you an **overview** of what you can do with your wiki (and how you can do it, of course...).

Chapter 1 will show you

- [what a wiki is in general \(including a really really short history lesson\)](#)
- [how to login to your wiki and configure your user preferences](#)
- [the basic functions of the user interface, including the search function.](#)

Just click on a link you're interested in, or use the book navigation (in the *Books* tab) on the left to get to the next page!

Find your way - Layout

Redirect to:

- [BlueSpice Layout](#)

Getting started - Login and configuration

- Error

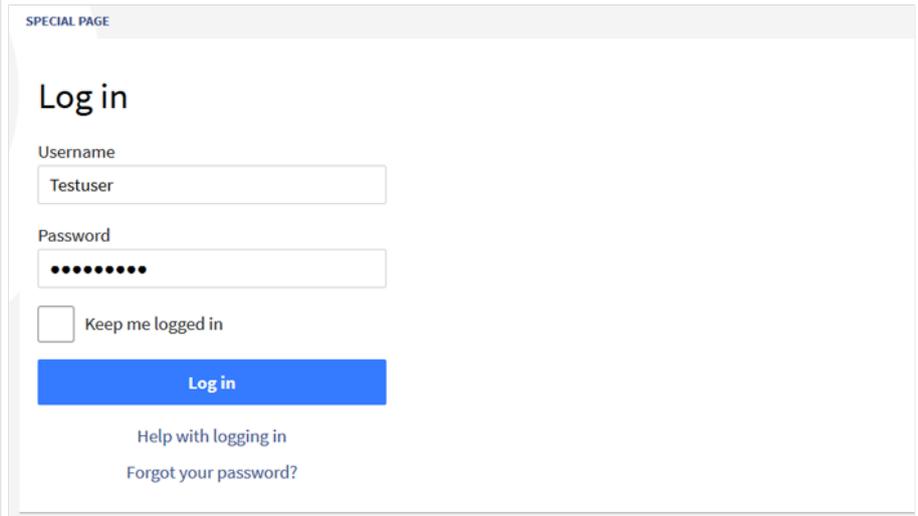
The provided source article ("Book:User manual 3.1 - incomplete draft") does not exist.

Getting started \- Login and configuration

Login

To be able to work with your BlueSpice wiki, you need to login first. Click on the login button in the top right corner of the screen.

In the following window enter your user name and password. Click on *Log in*, and you're ready to go.



The image shows a screenshot of a BlueSpice login page. At the top left, it says "SPECIAL PAGE". The main heading is "Log in". Below this, there are two input fields: "Username" with the text "Testuser" and "Password" with a masked password of ten dots. There is a checkbox labeled "Keep me logged in" which is currently unchecked. Below the checkbox is a blue button labeled "Log in". Underneath the button are two links: "Help with logging in" and "Forgot your password?".

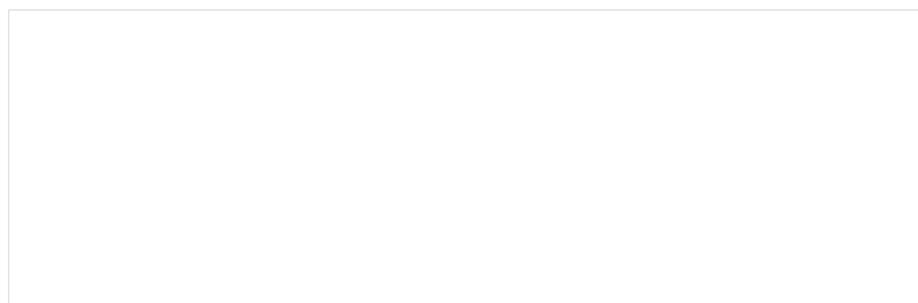
A typical BlueSpice Login screen

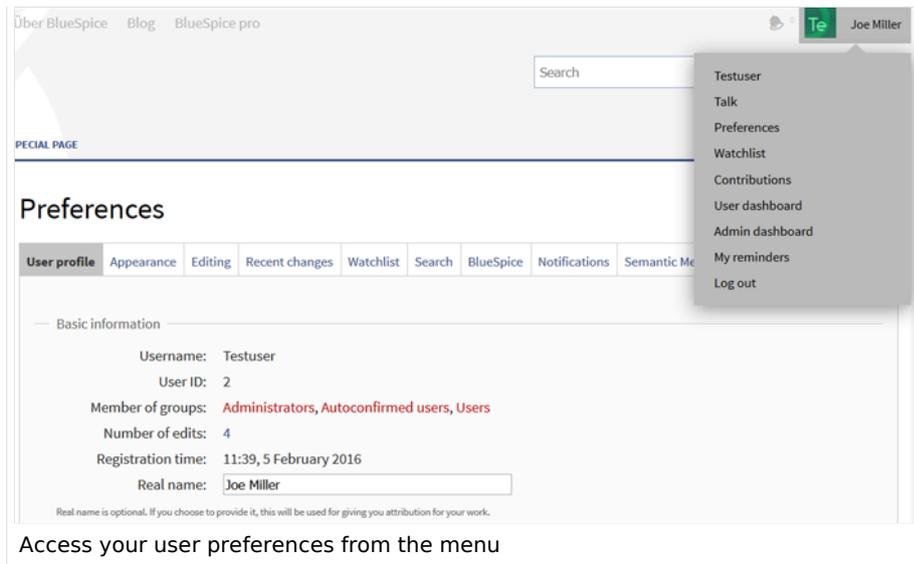
By the way: if you want to stay logged in permanently, just check the box "Keep me logged in". That way you don't need to re-enter your data after rebooting your computer or browser.

If you want to learn more about the login procedure, click [here](#).

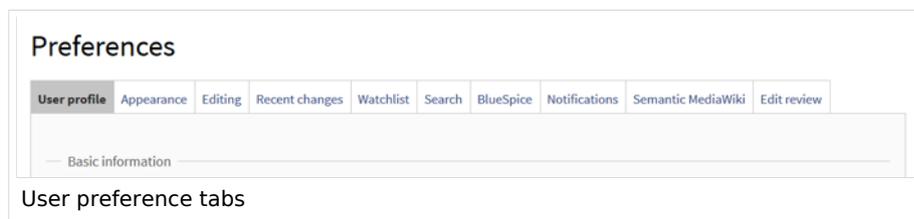
Setting your user preferences

Once you are logged in, you can change your personal user preferences. Keep in mind that you can always change these settings, and that other users are not affected by your configuration. You can find your preferences in your user menu in the upper right corner. Just click on *Preferences*.





On the following page, you will find ten tabs where you can now configure your BlueSpice experience individually.



If you want to learn more about configuring your preferences and the contents of each tab, click [here](#).