


## Using Wikispaces

<http://smartboardtips.wikispaces.com/>

(Everyone will be asked to contribute to the class wiki!)


*Check to make sure you are logged in first. You should see your username in the top right corner. If not, click on Sign In and log into wikispaces.*

### **How to Edit Your Page:**


- Click on the Class Members link in the sidebar
- Click on your name
- Click on the Edit button near the top of the page. 
- To add text, simply start typing.

### **Adding a Notebook File to Your Page:**

When you find or create a Notebook file you want to use, save it to your computer. After you have finished making changes, you may then upload it to the wiki to share.

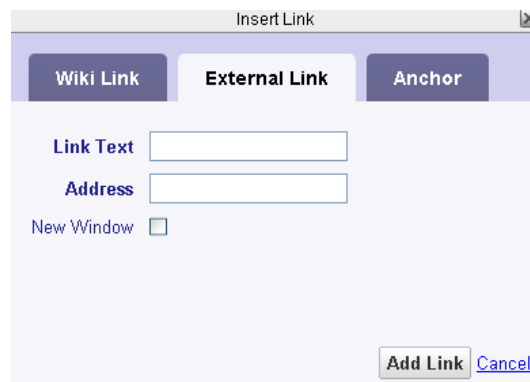
- Return to your page on the wiki and click Edit.
- Select the Insert Images and Files icon. 
- Make sure the Insert Files tab is selected.



- Click on the Upload Files button. 
- Browse to the file on your computer.
- When the file has finished uploading, you'll see a small icon with the file name appear.
- Double click the icon to add that file as a link on your page.
- Click Save

## ***Adding a Link to Your Page:***

- Return to your page and click Edit.
- To add a web link to your page, click on the link icon
- Click on the External Link tab.
- Enter the text you want to appear on your page.
- Paste or type in the complete web address
- Click the Add Link button.

A screenshot of the 'Insert Link' dialog box. It has a title bar with 'Insert Link' and a close button. Below the title bar are three tabs: 'Wiki Link', 'External Link', and 'Anchor'. The 'External Link' tab is selected. Below the tabs are two text input fields: 'Link Text' and 'Address'. Below the 'Address' field is a checkbox labeled 'New Window'. At the bottom right, there are two buttons: 'Add Link' and 'Cancel'.

## ***Saving Your Page***

Be sure to click Save (not Save Draft) when you are finished working on your page.

If you see Draft Recovered when you first click Edit, that means that your page was closed at some point without being saved. You may select either Recover or Discard previous draft, depending on what changes you last worked on.

If you are in Edit mode and click the Back button on your browser, Internet Explorer may crash. You need to either click Save before leaving the Edit page or open another tab in Internet Explorer before going to a new page.