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Category:Organization

Pages in category "Organization"

The following 12 pages are in this category, out of 12 total.

C

- Manual:Content organization
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E

- Manual:Extension/BlueSpiceBookshelf
- Manual:Extension/BlueSpiceCategoryManager
- Manual:Extension/BlueSpiceInterWikiLinks
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Manual:Content organization

A guiding principle in a wiki environment is: All users can easily and immediately share their knowledge and collaborate on content. For this to happen, it is not necessarily important that users know how the wiki is organized.

Initially, a page can be created anywhere in the wiki, wherever a user has write access. It is, first of all, important that the information is shared. Where the resulting wiki page ultimately lives and how it is found does not have to be decided right away.

In practice, however, there are many relationships between the individual pages. In addition, there are often different target groups for different types of content.

Therefore, it is important for administrators to set up the wiki so that the content can be meaningfully organized. There are important areas to consider:

- User roles and permissions
- Elements for structuring content:
  - namespaces
  - categories
  - pages and subpages

The following is a simple example for content organization:

inhaltsorganisation

To clarify how these wiki functions can be used efficiently for a single wiki or wiki farm, a content organization and management concept should be developed. Consider the following areas:

1. **Content strategy:**
   1. What types of content do you share on the wiki?
   2. Who creates which content?
   3. Is there a need for pre-structured content formats?
2. **Information architecture**
   1. How do I organize content, navigation paths and search capabilities to provide user-friendly access to existing information?
   2. Who has what kind of access to the content?
   3. What are the target groups for the different content areas?
3. **Quality management**
   1. Which content must be checked and by whom?
   2. Do you have content with a predefined life cycle?
   3. Is all content meaningfully categorized?

If you don't have a content strategy or an information architecture and ideas about quality management in place when setting up a new wiki, don't hesitate to start using the wiki. Collect and create content as soon as the wiki is technically available. Just make sure that data protection aspects are clarified in advance and communicated accordingly when sharing company information. Through the search function and various special pages, the content can easily be searched and retrieved.

As the content grows, administrators can take inventory and structure the content based on that information and determine policies, processes and the information architecture. The most important decisions should be written down in a formal governance document. From then on, content will be created and organized according to the policies, processes and architecture decisions that are specified in this document.

Content organisation

Categories are a feature of MediaWiki. An index page is automatically created for categories.

Pages can be categorized by adding category tags to the content. These tags generate links at the bottom of the page that lead to an overview of all pages in the same category. This allows for easy browsing of related pages.

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How do I use categories?

In addition to namespaces, categories are an important organizational principle in the wiki. They allow pages to be grouped and automatically linked to the associated category pages. Categories are usually created by users. In special cases, however, MediaWiki also assigns automatically generated categories (e.g., *Pages with broken links*).

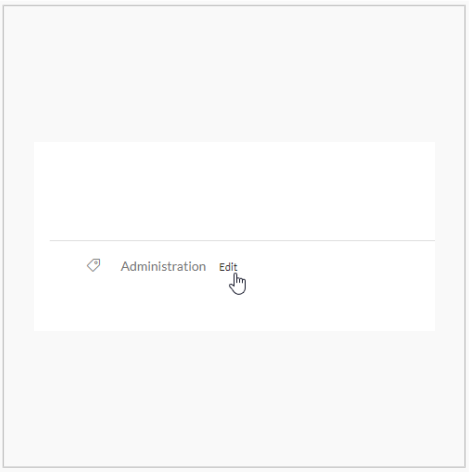
Features

- **Category tree:** Categories can be organized as subcategories of main categories.
- **Tagging**: Categories can be used to spontaneously "tag" pages.
- **Category manager:** Categories can be systematically created and used by all users via the category manager.
- **Multiple categories per page**: A page can be assigned to several categories.
- **Independent of namespaces**: Categories are available throughout the wiki and cannot be limited to individual namespaces.
- **Page queries:** Categories are useful for extensions like Smartlist or Semantic Mediawiki as they are available as query arguments.

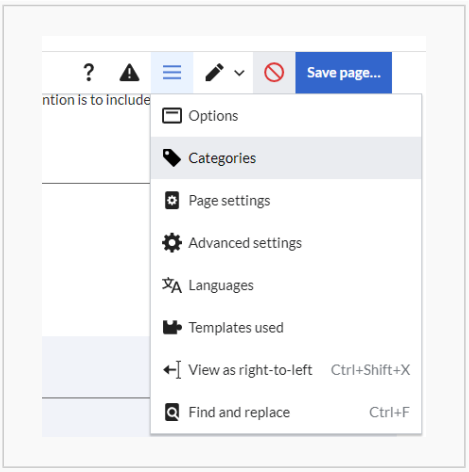
Assigning categories to a page

There are different ways to assign a page to categories:

1. In the Supplementary area at the end of the page
2. From the options menu of VisualEditor (Visual Editing)
3. Via manual input as wikitext (source code editing)
4. Using the link *Page tools > ...all actions > Insert category*



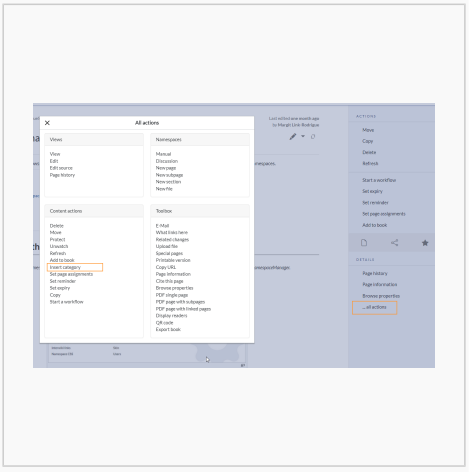
Supplemental area



Visual editor



Wikitext



Link "...all actions"

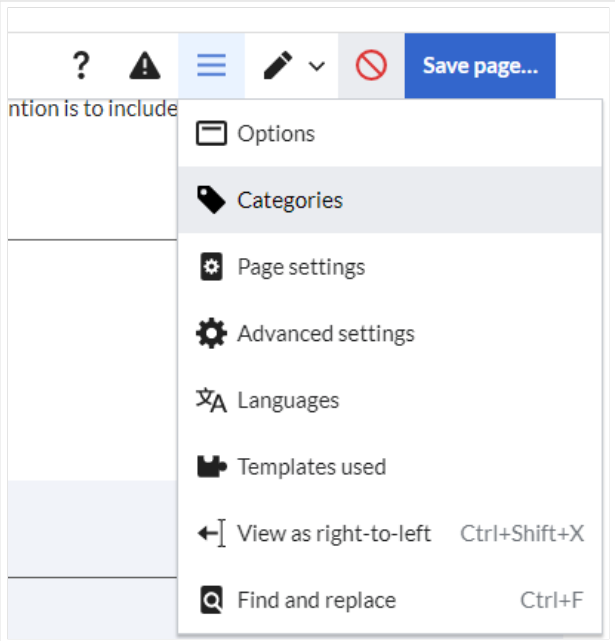
In the supplementary area at the bottom of the page

The supplement area contains a field for category assignment. Any user with edit rights can click the edit link to add or remove categories from the page. To view all existing categories with subcategories, you can click on the tree icon. Once done, the categories will be confirmed with the tick.

The display of the page categories can be moved to the title area in the Config manager.

In the visual editor (VisualEditor)

In the page options menu of VisualEditor there is a menu item Categories. Here you can update category assignments to the page in edit mode, as well as add a sort key to the category.



Options menu in the visual editor

In wikitext

Open an article that you want to assign to a category in edit mode. Now enter the following anywhere in the wiki code (usually at the end of the page though):

```
[[Category:Production]]
or
[[Category:Production]]
```

Note: On category pages, umlauts are listed at the end of the list, e.g. "Märchen" after "Muh". You can use the {{DEFAULTSORT:sortkey}} variable to create an alternative title for the sort (e.g. {{DEFAULTSORT:Maerchen}}).

It is true that:

- categories can be created in any number and by any user. So before you just get started, it's always best to check which categories already exist to avoid unnecessary duplication of similar categories.
- a page can be assigned to several categories.
- the place in the source code where the category link is inserted is technically irrelevant. However, the convention is to include categories **at the end of an article.**

Links to category pages

For links directly to a category page, a colon is required before the namespace.

Example: `[[:Category: new_page]]`

If the colon is missing, the link will not be created, but the page will be tagged with the category instead.

Category pages

When users click a category link, the *Category:<Category_Name>* page loads. All pages and media that are assigned to a specific category are automatically listed there.

If you click on a category page that has not yet been created - linked in red - you have the option of creating the category page.

Show all category pages

On the special page `Special:Categories` you can view a list of all existing categories in the wiki. Click on a category to go to the corresponding category page. If a page in the listing has a red background, the category is in use in the wiki, but the associated category page has not yet been created.

Category manager

The easiest way to manage categories and subcategories is through the *Special:Category manager* page. The Category manager can be reached via the menu item *Global Actions > Management > Categories*.

Related info

- Category manager
- https://www.mediawiki.org/wiki/Help:Categories

Books

In BlueSpice pro, several wiki pages can be displayed for a structured book with chapter navigation. The book can also be printed as a PDF file with a cover sheet.

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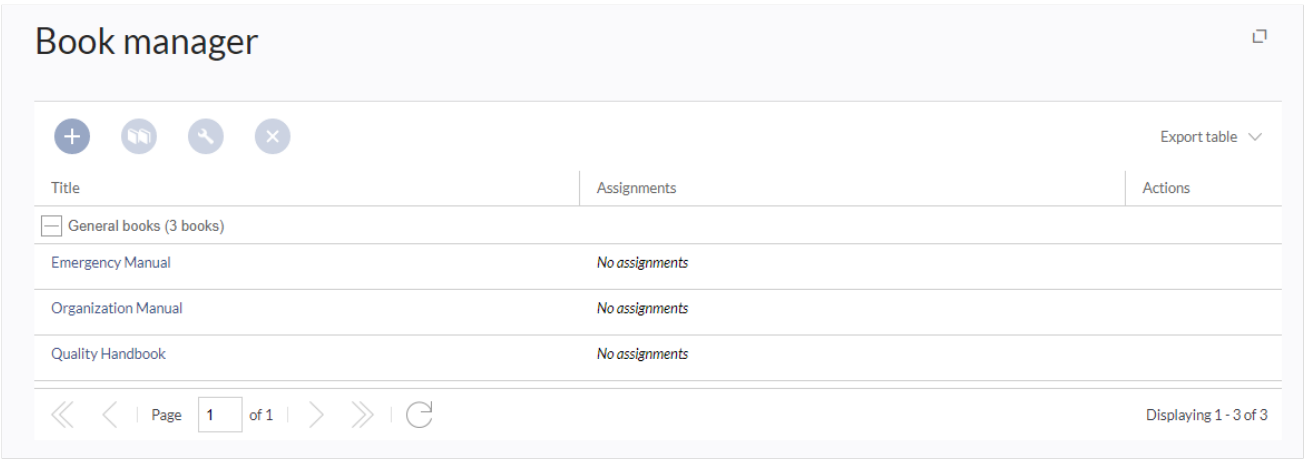
Characteristics of books

By default, books are created as a "general book". General books have the following characteristics:

- They povide a chapter navigation.
- On book pages, the book navigation is displayed instead of the main navigation.
- A wiki page that belongs to a general book is identified by a `<bookshelf />` tag in the source code.
- Each page can only be included **in one** general book.
- Books can be printed completely or partially as a PDF with a cover sheet.
- They are listed alphabetically on the bookshelf. It is not possible to hide individual books.
- The bookshelf can be reached via the main navigation.

Creating a book

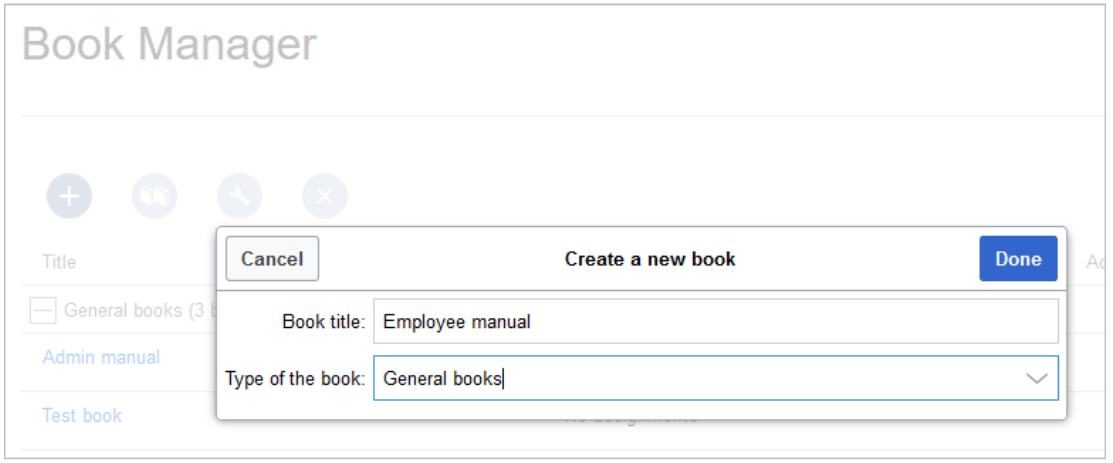
Books are created from the page *Special:BookshelfBookManager*. This page can be reached from the *Global actions* menu under *Management > Books*.



Book manager

To create a book:

1. **Click** the `+`-button.
2. **Enter** a *Book title.*
3. **Select** "General books" as type of the book.



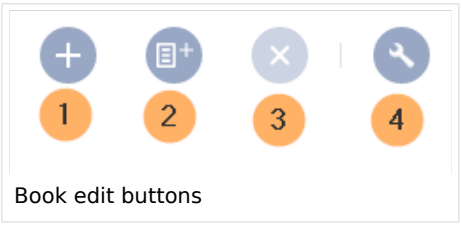
Create a book

4. **Click** *Done*. The book editor loads next.

Important! The book is only created in the wiki when at least one page has been saved in the book.

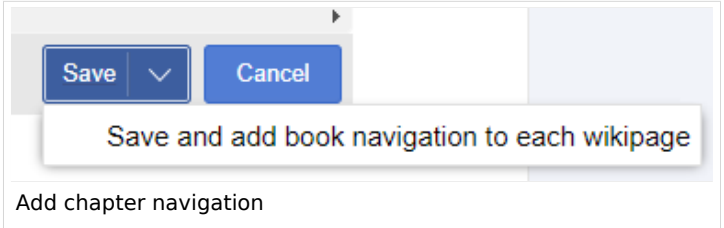
Adding pages

You are now in the book editing mode.



Book edit buttons

1. **Click** the *Plus* button (1). A dialog window opens.
2. **Search** for a page in the wiki and select it. If a different name is to be displayed in the book navigation, you can enter a display title (optional).
3. **Click** *Done*.
4. **Add** additional pages.
1. **Click** the arrow of the *Save* button and select *Save and add chapter navigation.* This process inserts the `<bookshelf />` tag into the source code of all wiki pages in the book. This causes a revision of the pages.



Add chapter navigation

Tip: You can click a page title of a book page before adding a new book page. This is then inserted as a sub-chapter. You can move pages to the desired position later using drag & drop with the mouse.

The book is now displayed on the wiki bookshelf. The bookshelf can be reached via the entry links in the main navigation.

Note: There is no option to go directly from the bookshelf to the book manager.

Mass-adding of pages

After clicking "Mass add", a dialog is opened. It contains different criteria for page selection:

- All pages of a category
- All subpages of a certain page
- From a page collection - page collections are lists of pages located in the MediaWiki namespace. They are usually created from a Word import or from search results.

After adding your book pages click S*ave* at the bottom of the page. Now you have created a page in the namespace *Book*. It simply contains the list of pages that have been added to the book.

Adding metadata

While editing a book (adding or removing pages), metadata for the book can be added. References to these metadata can be included in the PDF template. To edit metadata, select the top-most node of the book (first page) and click the wrench icon. A dialog with a drop-down selection of the following options is available:

- Title
- Subtitle
- Author 1
- Author 2
- Document-ID
- Document type
- Department
- Version
- Bookshelf image
- Template (PDF): If you maintain multiple PDF templates for books, you can select one of them here.
- Table of Contents (*Only article titles*, or *Embed article TOCs*)

It is also possible to add your own met data for use in the <booklist>-tag, for example.

Add graphic for gallery view

Add the *Bookshelf image* metadata element to add a cover photo for a book in the bookshelf gallery view. Select this option from the drop-down list and click *Add*. Then enter the name of the image (without the “File:” prefix) in the value field. Any image currently uploaded to the wiki can be used. The image will then be displayed in the book gallery. However, the image is not used as a cover image for the PDF export (exception: *BlueSpice cloud*).

Types of books

Type	Description	Chapter navigation
General books	Visible to all users. Only general books can have a chapter navigation. In almost all cases a book is set up as a "general book".	Yes
Own books	An own book is only visible in the bookshelf to the user who created the book. Such a book does not have a chapter navigation. Own books are usually created to export wiki pages as a PDF with a cover sheet.	No
Temporary books	This selection is also available to wiki users who are not logged into the wiki and is therefore mainly useful for public wikis. These books are only temporarily stored in the user's browser and not in the wiki itself. If the browser cache is deleted or the user switches to another browser, the book is no longer available. The main aim of temporary books is so that users can collectively print out wiki pages as PDFs.	No

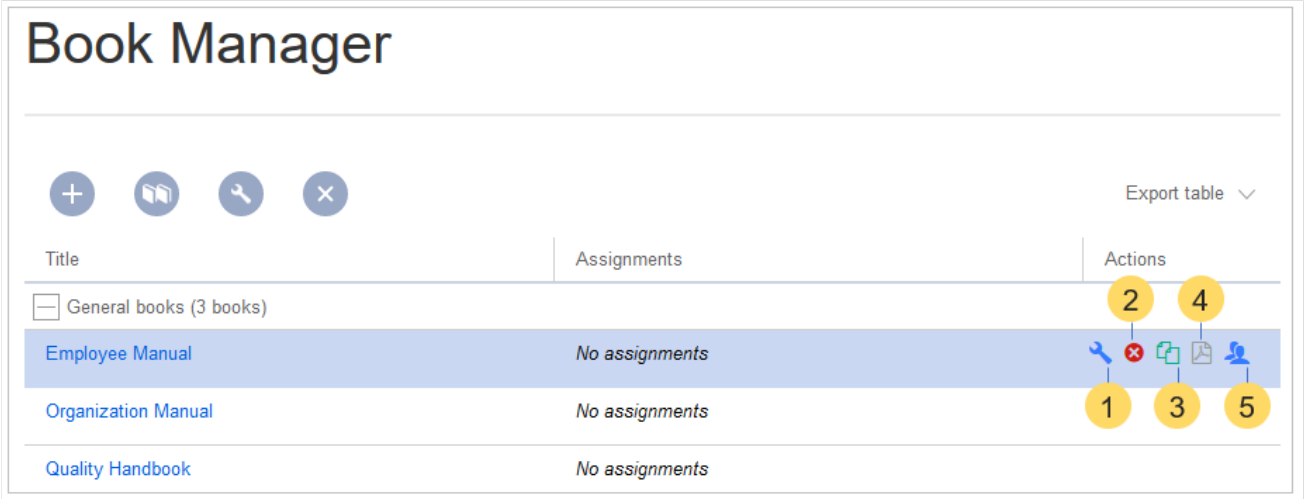
Exporting a book

Books, individual chapters or even individual book pages can be exported as PDF files:

1. **Open** the book in the book manager.
2. **Select** each of the pages or chapters to export by clicking the appropriate check boxes. Sub-chapters are selected automatically.
3. **Click** the Export Selections drop-down menu to open a list of the available formats.

Actions in the book manager

The link Administration > Books in the menu *Global Actions* loads the page *Special:Book Administration*. Here you can edit your books.



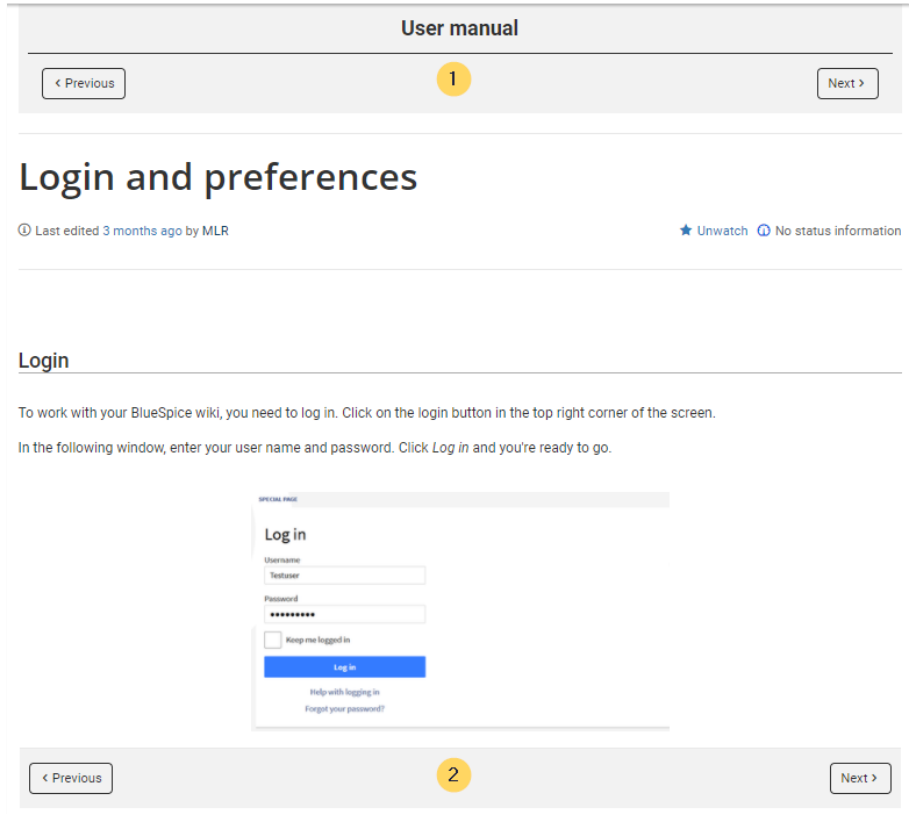
Book manager actions

- **Edit** (1): Links to the Book editor where you can edit the book contents and metadata.
- **Delete** (2): Deletes the book page in the namespace *Book* **without** deleting the wiki pages.
- **Duplicate** (3): Duplicates this book, including **all the pages** of the book to a different namespace.
- **Export** (4): Exports all wiki pages in this book to PDF.
- **Assign** (5): Assigns the book to designated users. These users are the responsible editors of the book.

Configuration

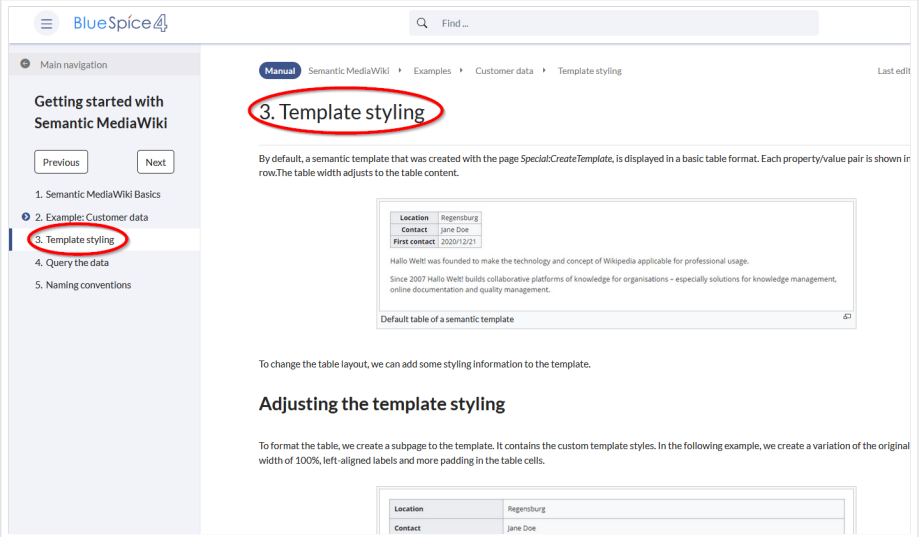
Display options

- **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)



Book navigation

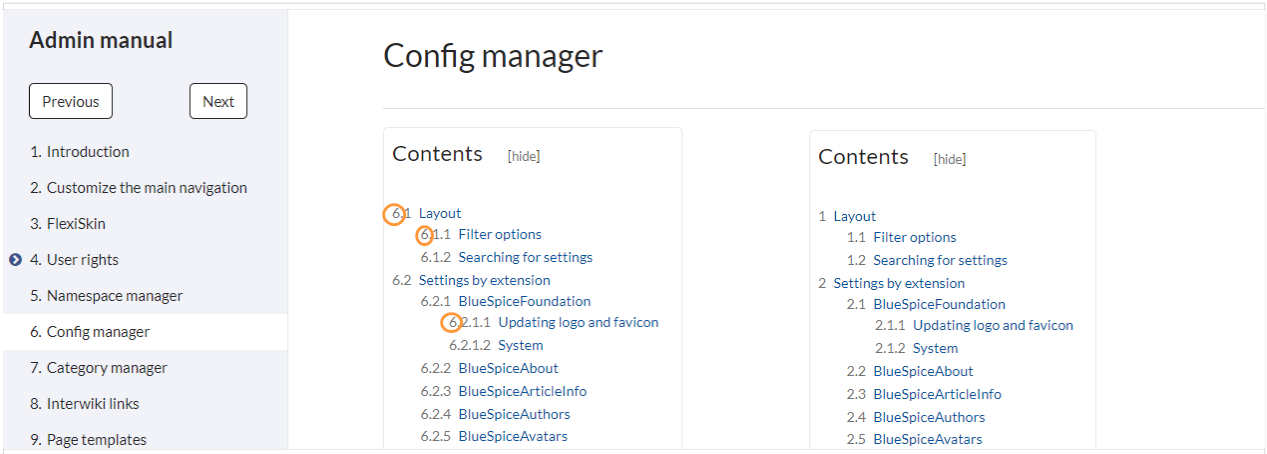
- **Use the display title from book source on article:** Shows the title from the book navigation as page title instead of the page name.



book display title

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 numberation:** The page TOC does not start with the main heading 1, but with the actual number from the book chapter (see screenshot). If users have activated in their user preferences to "auto-number headings", the numbering system is matched accordingly.



Prepended chapter numbers

- **Supress namespace prefix of book articles in output:** The namespace prefix of an article is not shown in PDFs.

Export

Wiki administrators can make the following adjustments for the book export:

Configuring the file size limits (server)

By default, the book export is limited to 50MB in file size. To adjust this value, complete the following steps:

1. In Apache Tomcat, open the file *web.xml*:

```
sudo -s
nano /opt/tomcat/webapps/manager/WEB-INF/web.xml
```

2. Look for the following lines and adjust the value (e.g. for 250MB=26214400)

```
<max-file-size>262144000</max-file-size>
<max-request-size>262144000</max-request-size>
```

3. The web app BShtml2PDF also has a setting that needs to be adjusted:

```
nano /opt/tomcat/webapps/BShtml2PDF/WEB-INF
```

4. Enter your values in the following lines:

```
<param-name>maxMemSize</param-name> <param-value>26214400</param-value>
<param-name>maxFileize</param-name> <param-value>26214400</param-value>
```

5. Restart Apache Tomcat

```
service tomcat restart
```

Deleting a book

When you delete a book, you only remove the book page of the book (that is, the table of contents) in the "Book" namespace. However, the wiki pages in the book are not deleted. Before deleting the book, a pop-up menu informs you that the *bookshelf-tag* will not be automatically removed from the pages.

The *bookshelf* tags have no effect on the wiki pages after deleting the book page. If you want to remove them manually, you can go to the page *Special:ReplaceText* and do a "find and replace".

Duplicating a book

You can create an entire copy of the book by duplicating it:

To duplicate a book:

1. **Enter** a *target name*: The default value is the book name with the suffix *(copy)*. Change this to create a different book title.
2. **Select** a *namespace*: Choose a namespace that is different from the original namespace.

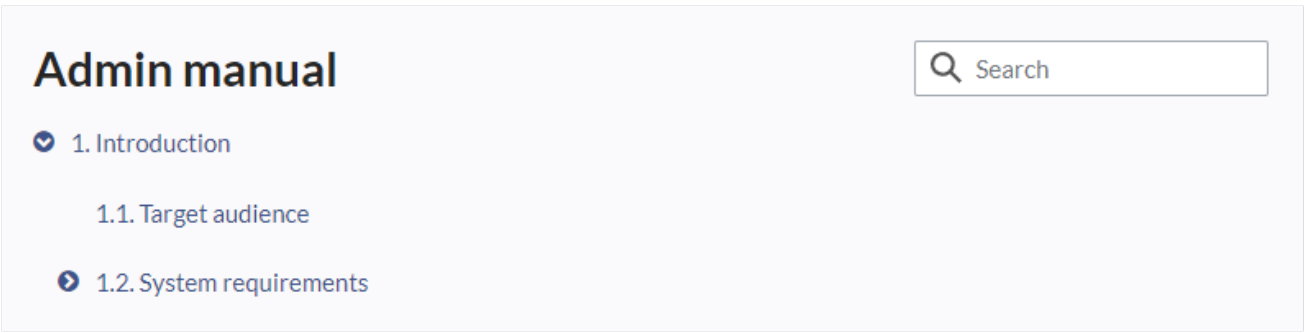
If you are not careful, you might experience some unintended consequences. By creating a new book, you also create copies of all the wiki pages in the original book. Since a namespace cannot contain the same page twice, you have to copy the files to a different namespace.

About the duplicated files:

- **Book page:** A new page in the namespace book. If you don't enter a new title, the book will be created with the same title and the suffix *(Copy). E.g. Employee Manual (Copy).* This file includes a copy of the structure of your original book with the corresponding links to the duplicated pages in the new copy.
- **Wiki pages**: All pages contained in the original book are duplicated. The following scenarios are possible:
  - **Same namespace:** If you duplicate a book in the same namespace, no actual duplicates of the actual wiki are created. Instead, the bookshelf tag is updated to point to the copy of the book. For example, if your original book contains the page *HR:Quality assurance* (the book is in the namespace HR), the *Quality assurance* page now contains the bookshelf tag .
  - **Different namespace**: If you create the book copy in a different namespace, the bookshelf tag in the original files remains unchanged. The new pages in the different namespace are created with a bookshelf tag for the new book copy. This is most likely the scenario you want.

Including a book table of contents on a page v4.4+

The Content droplet “Book table of contents” can be used to insert the an entire book TOC or an individual chapter navigation of a book on any wiki page.



Content droplet "Book table of contents"

Adding a PDF-download link to a page

The Content droplet “Book PDF link” can be used to insert a link on a page that will download a book directly as a PDF.

Permissions

To create and edit books, users need *edit* rights in Book namespace. Additionally, a user can only add pages to the book that that user can read. If a user tries to export a book to PDF that contains pages for which the user does not have permissions, the user will get an error message.

Technical Reference: BlueSpiceBookshelf

Category manager

The category manager makes it easier to create and manage a hierarchical category system in the wiki.

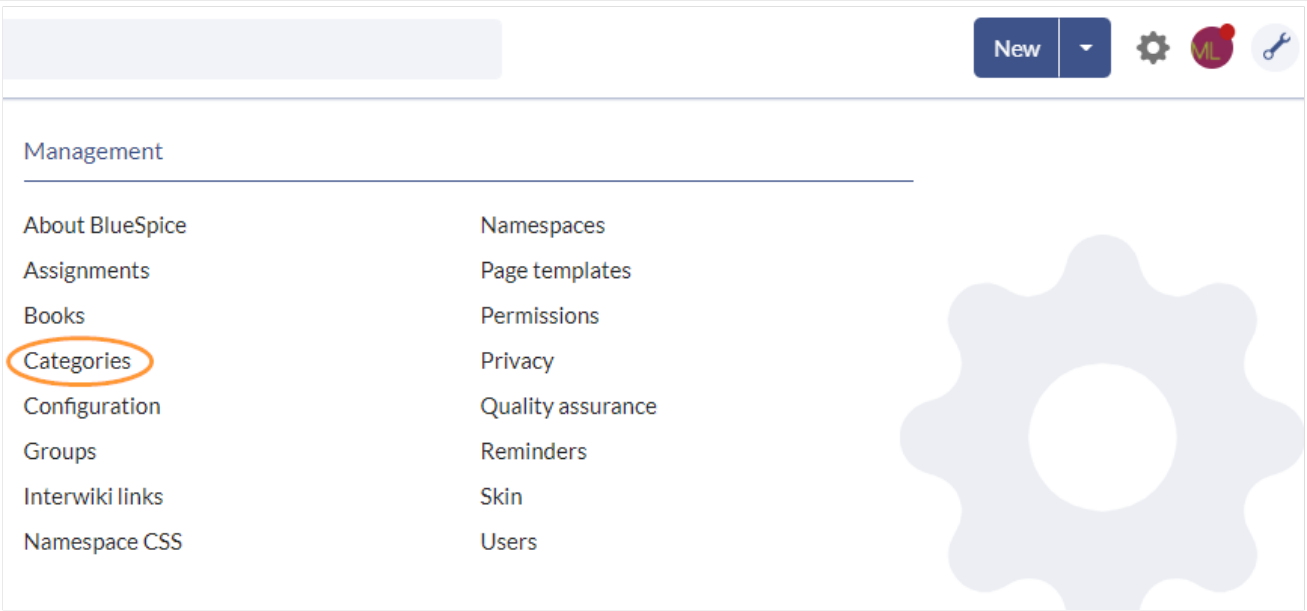
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Where can I find the category manager?

The menu item *Global actions > Management > Categories* loads the page *Special:Category manager*.

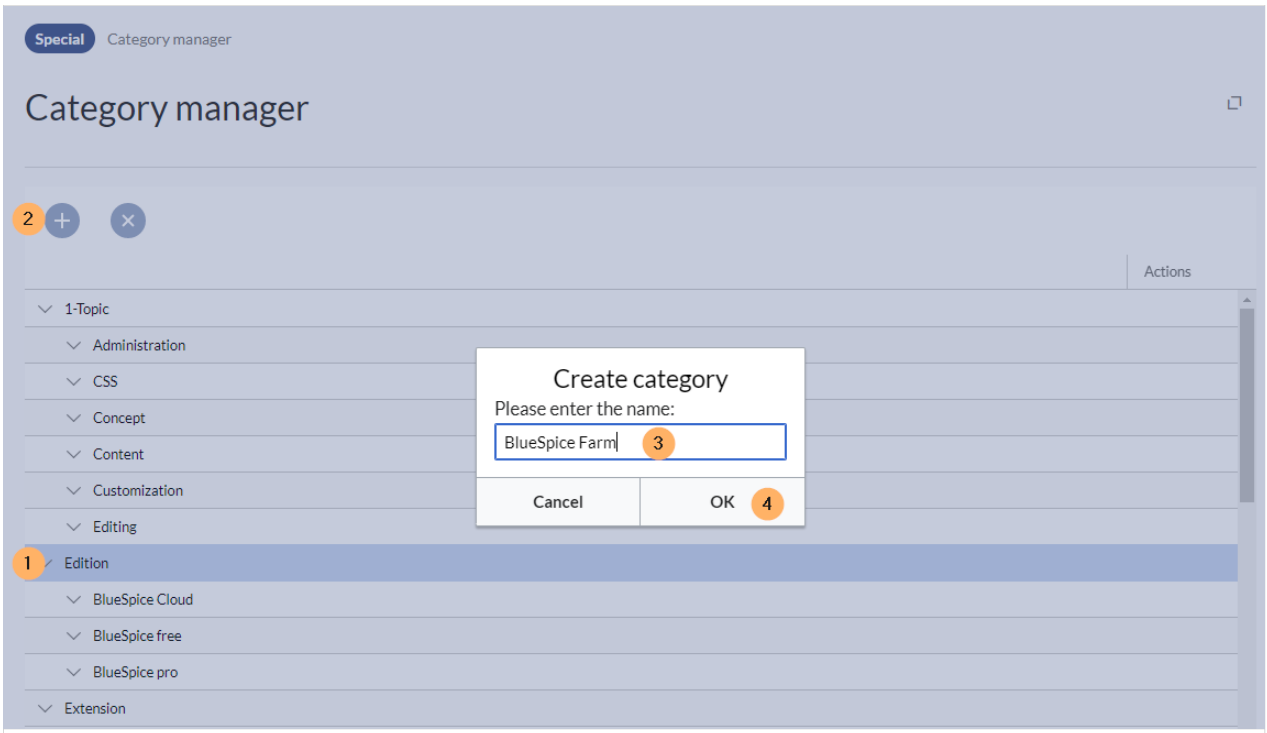


Link to the category manager

Create a category

To create a category:

1. **Select** the category under which you want to create the new category. If you don't want to create a subcategory, start with the next step.
2. **Click** the "plus" button.
3. **Enter** the desired category name.
4. **Click** *Okay.*



Create a category

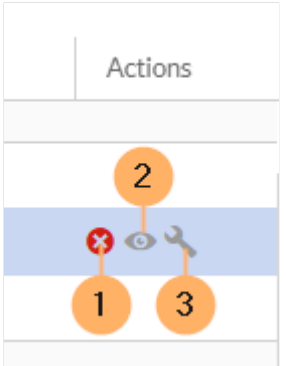
Actions

The following actions are available for a category:

(1) **Delete category:** The category page is deleted. The category is also deleted from all pages that contain this category. This creates a new version of the affected pages.

(2) **View category page:** The category page opnes in a new browser tab. If this category is a "wanted category" (i.e., a category that is already used on a page but has not yet been created in the wiki), the page can then be created.

(3) **Rename category:** The category is also renamed on all pages that contain this category. This creates a new version of the affected pages.



Actions

Create a subcategory

The subcategory structure can be changed by dragging and dropping categories in the list with the mouse directly on top of another category (rather than between two categories). To move a subcategory outside the parent, wait for a dotted line to appear.

Technical Reference: BlueSpiceCategoryManager

Interwiki links

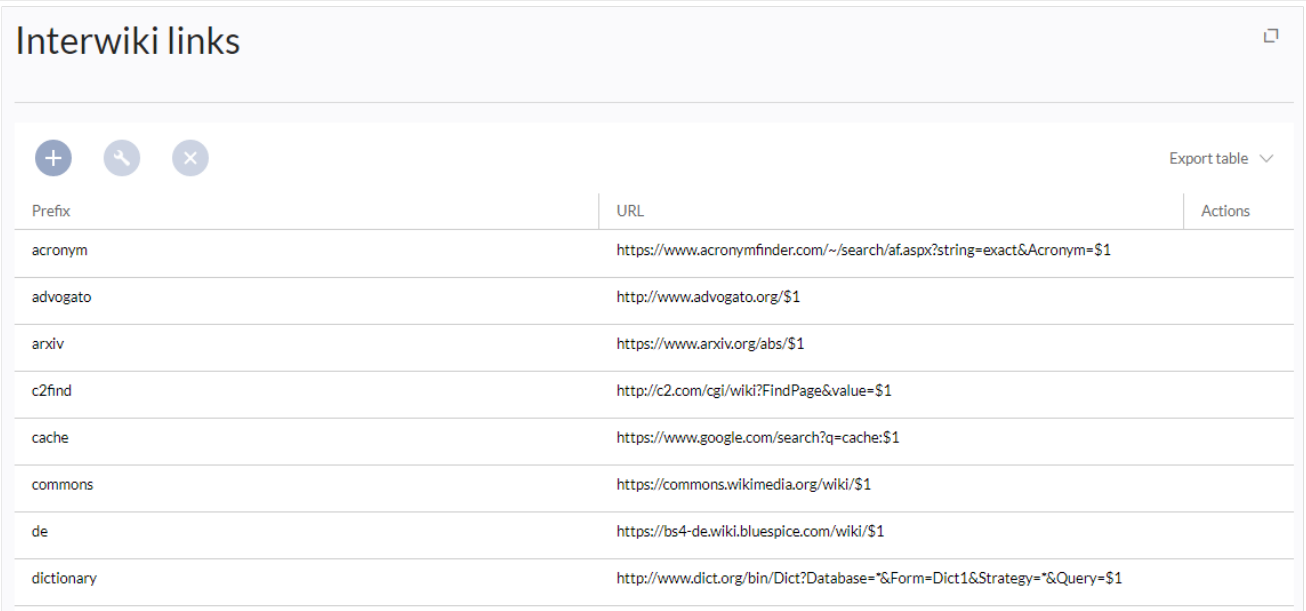
The extension **InterWikiLinks** allows creating abbreviations for various external wikis. The full URL only needs to be known when the interwiki link is defined and not every time it is used. You can find the interwiki links manager in the *Global actions* menu under *Management > Interwiki links.*

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Interwiki links manager

Interwiki links are managed from the page *Special:InterwikiLinks*. It can be loaded from the navigation item *Global actions* > *Management* > *Interwiki link*s.



Interwiki link manager

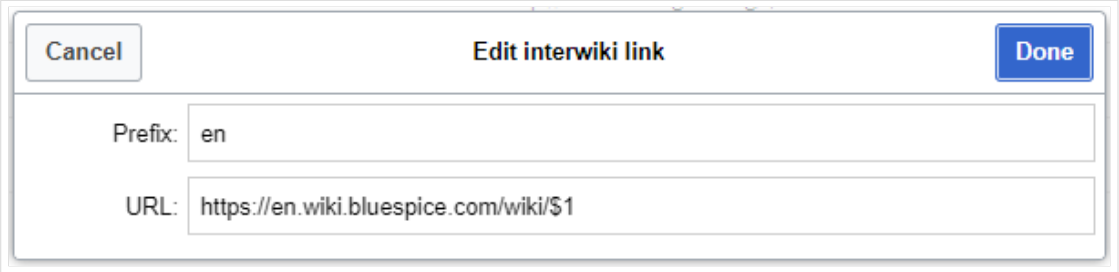
Interwiki link syntax

Admins can create and delete Interwikilinks with the Interwiki links manager. Existing links can be edited by clicking the "wrench" icon when the link is selected or deleted by clicking the "X" button.

The syntax for interwiki links is:

`http://URL_OF_THE_WIKI/$1`

`$1` is the placeholder for the article title of the other wiki.



Interwiki link of the BlueSpice helpdesk

Using interwiki links on a page

In edit mode, links to other wikis are added just like links to local wiki pages, but with the interwiki prefix at the beginning.

For example:

The URL to the Wikipedia article "Tree house" is:

```
https://en.wikipedia.org/wiki/Tree_house
```

Wikipedia is a default entry in the Interwiki link manager:

```
prefix: wikipedia, url: https://en.wikipedia.org/wiki/$1
```

As a result, a link to any wikipedia page can be inserted by using the wikipedia prefix.

```
[[wikipedia:Tree_house|Wikipedia article about tree houses]]
```

Special use case: multilingualism

If you want to maintain multiple language versions of your wiki on separate wikis, you can use interwiki links to cross-reference related pages.

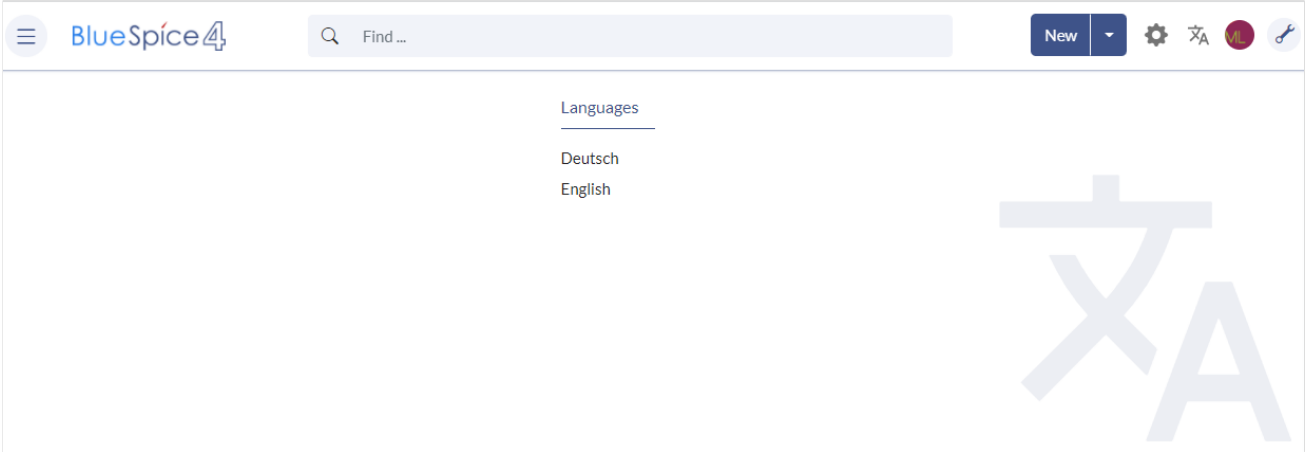
With BlueSpice, flag symbols are automatically inserted when the interwiki links with language abbreviations are set.

Linking the language versions:

1. Create interwiki links for the required languages and configure them in the *Interwiki link manager* (see above) of all language sites. The prefix must always be an ISO-3166 country code, e.g. de, en, fr.
2. Add the interwiki links at the bottom of the related pages to create the language switch. **Example:** In the English article "Tree", insert the following interwiki links:

```
[[en:{{FULLPAGENAME}}]]
[[de:Baum]]
```

The result of setting the first link is that the English flag will be shown in the language selection of the page header toolbar. This is not necessary and can also be omitted. The second link connects the page with the related german page "Baum" in the German wiki and generates the German flag as a switch in the header toolbar:



Links to different language versions

Special page "WithoutInterwiki"

To view a list of all pages on a wiki that don't have interwiki links, an administator can review the page *Special:WithoutInterwiki*.

Related info

- Reference:BlueSpiceInterWikiLinks

Technical Reference: BlueSpiceInterWikiLinks

Page templates

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Characteristics of a page template

A page template applies a predefined content structure and layout to new pages. Page templates are useful for frequently used content formats such as meeting minutes, reference pages or process descriptions, for example.

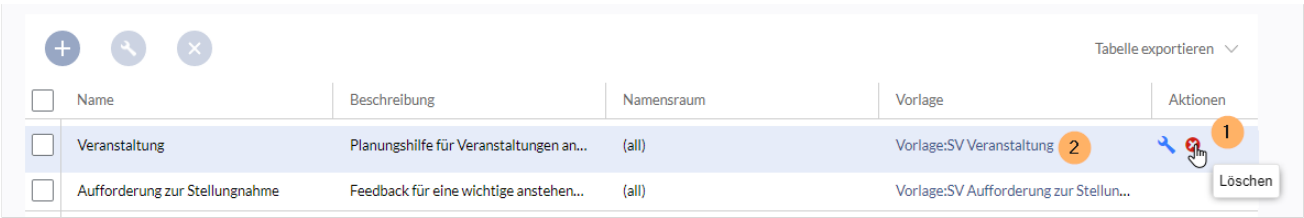
The following characteristics are typical for a page template:

- it can only be activated by administrators
- the underlying content itself can be created by any editor in the template namespace
- it can only be used for the initial creation of a page
- it can also contain (standard) templates
- it creates a prefilled page
- it can be restricted to certain namespaces
- it can be grouped ("tagged") with other templates
- it can contain categories
- it can be applied using different page creation mechanisms, such as the New-button, an inputbox, or a page form.

Standard page templates

is available from BlueSpice 4.2.

Page templates that are installed by default can be deleted from the page template manager (1).



Page template manager

Alternatively, the templates can be adapted directly in the template namespace. To do this, click on the template link in the column *Vemplate* (2).

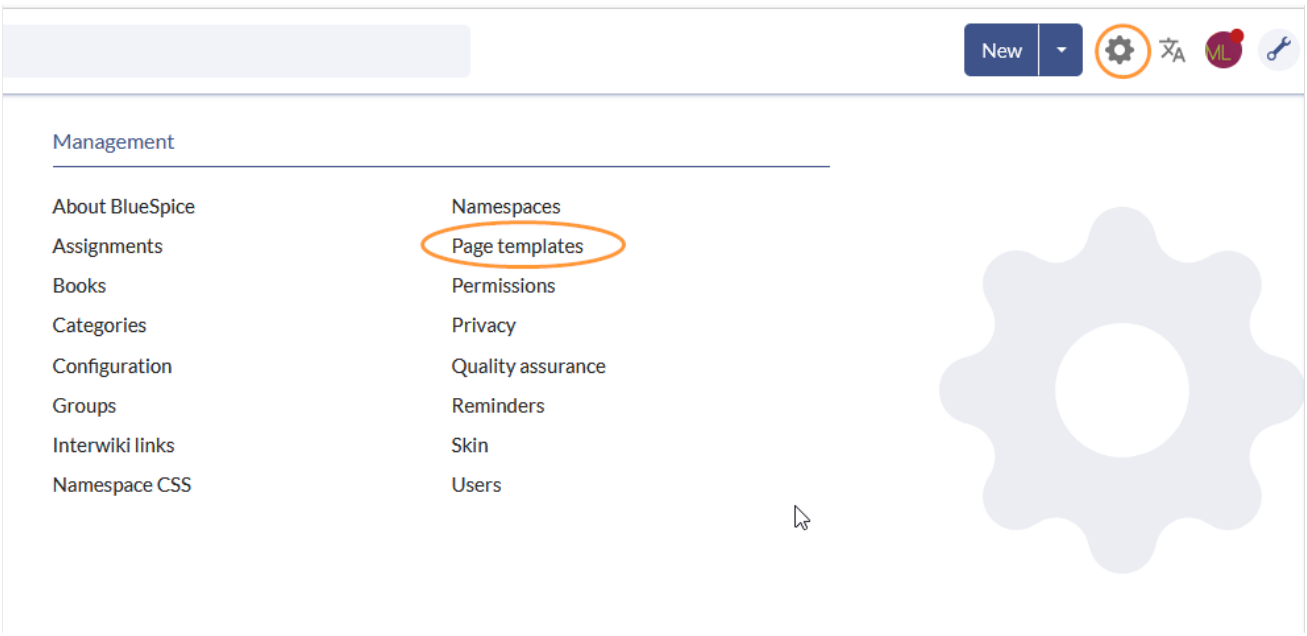
List of standard templates

Page template	Edition	Description
Decision Matrix	pro	Make an informed decision by comparing your options
Event	pro	Plan an event from beginning to end
Guideline	pro	Create a code of conduct or other guideline

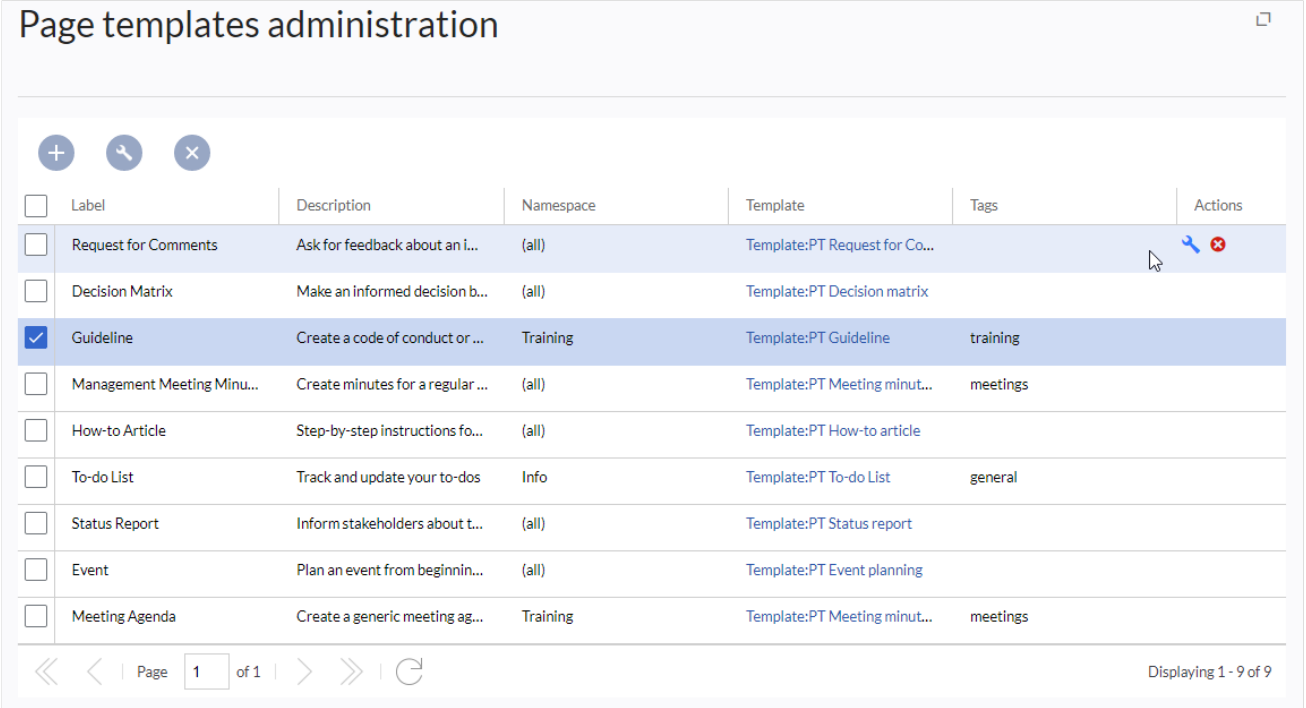
Page template	Edition	Description
How-to Article	free, pro	Step-by-step instructions for completing a task
Management Meeting Minutes	pro	Create minutes for a regular management meeting
Meeting Agenda	free	Create a generic meeting agenda with minutes
Request for Comments	pro	Ask for feedback about an important decision that needs to be made
Status Report	pro	Stakeholder über den derzeitigen Stand eines Projekts informieren
To-do List	free, pro	Track and update your to-dos

Creating a page template

Administrators can create new page templates, as well as edit and remove existing ones in the *Page templates* manager, located under *Global actions*.



Page template manager



Page templates administration

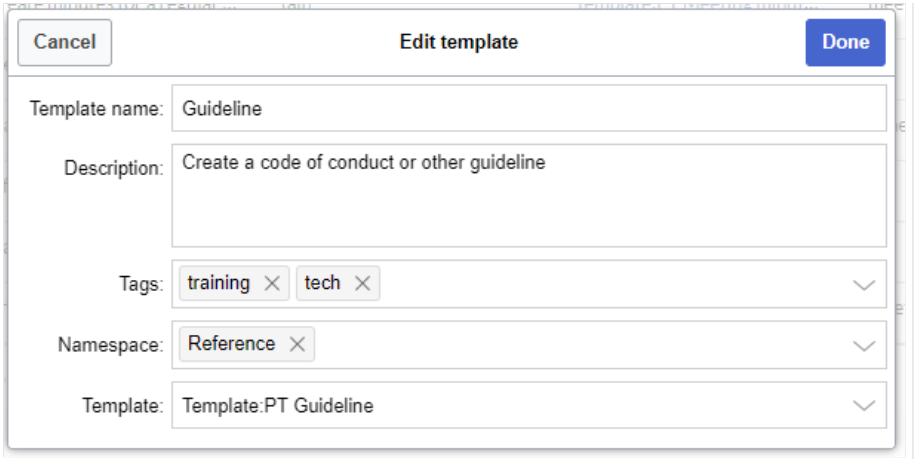
> **Note:** Every page template depends on an actual page in the namespace Template. This template must exist before creating a page template.

When a page template is selected, it can be edited by clicking the "wrench" icon or deleted by clicking the "X" icon.

New page templates can be added via the "Plus" button above the templates list.

When creating or editing a page template, **all fields are required**:

- **Name** - the name of the page template
- **Description** - a short description of the page template
- **Tags-** allows the grouping of similar templates. (If no classification is desired, you can enter *Untagged* as a value here, for example).
- **Namespace** - a list of the namespace where the template is active. If the template should be available on all pages, select *(all)* from the list.
- **Template** - page in the *Template* namespace from which to pull the content. **Important!** The namespace prefix `Template:` must be explicitly provided in the field.



Creating a page template

Applying a page template

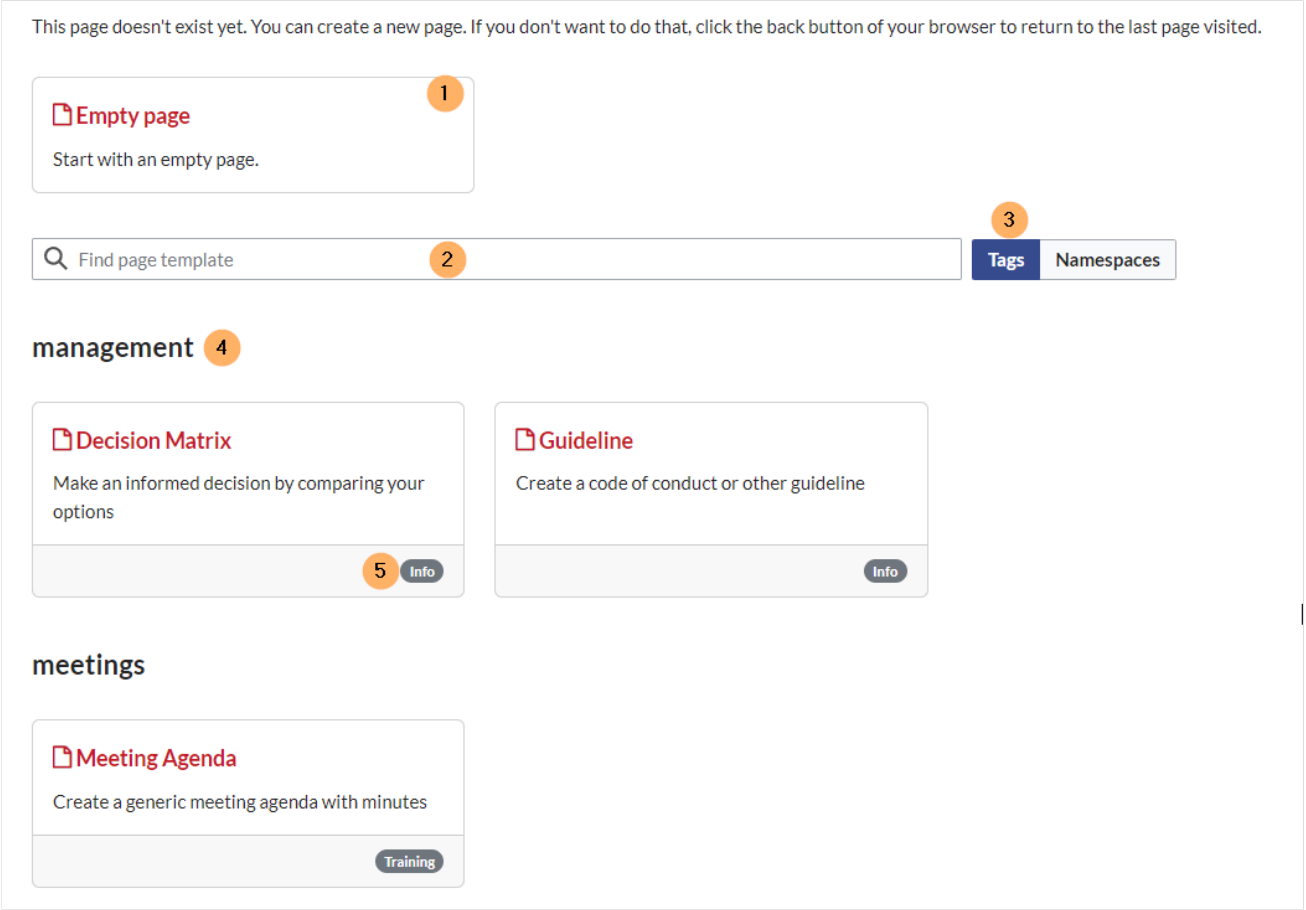
(1) Blank page: When creating a new page, the page templates are displayed for selection. A blank page can be created by default. This option can be deactivated in the configuration manager.

(2) Filter field: The templates can be filtered here. This field is independent of the T*ags /Namespaces* toggles.

(3) Tags/namespaces toggle: Here you can switch between tag-based and namespace-based sorting.

(4) Sort title: The sort titles show the grouping by tags or by namespaces, depending on the toggle setting.

(5) Assignment to tag/namespace: Depending on the setting of the toggle, the tags (when sorted by namespaces) or namespaces (when sorted by tags) are displayed here as additional possible filter criteria.



Applying a page template

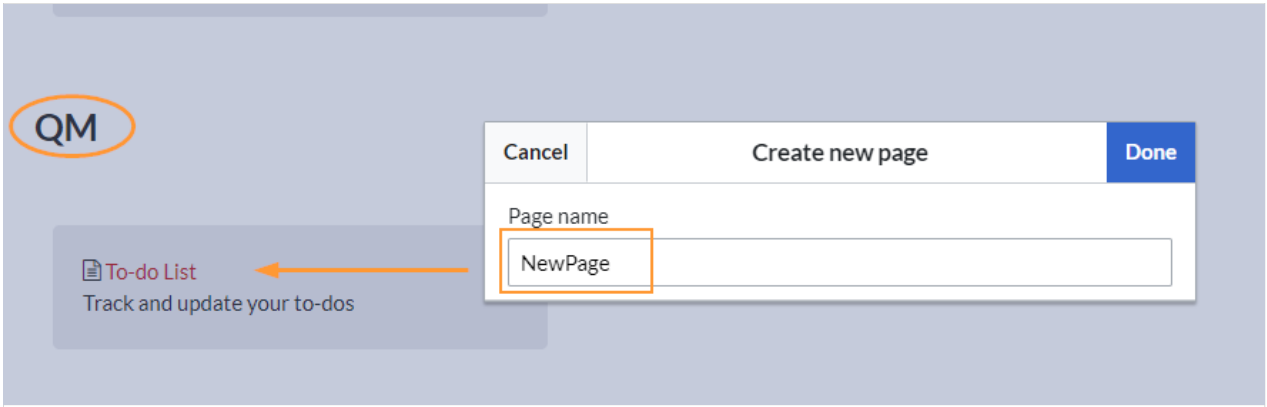
Namespace manager

The PageTemplates option for a namespace must be activated in the Namespace manager so that the associated templates are automatically displayed when a new page is created in that namespace (e.g., if the "+" button is used to create the page).

Configuration

In the Config manager, you can change the following settings:

- **Force target namespace:** The page is always created in the target namespace that is associated with the template, even if the user provided a different namespace prefix. In the screenshot below, the user wants to create the page "NewPage" and then selects a template for the QM namespace. The page is, therefore, created as "QM:NewPage" if this setting is activated.



force the namespace of the template

- **Hide default templates:** Hides the default *Empty page* template.
- **Hide template if the page is not to be created in the target namespace:** Depending on the namespace prefix of the page to be created, templates that are associated with other namespaces will not be shown to the user for selection.

Related info

- Reference:BlueSpicePageTemplates

Technical Reference: BlueSpicePageTemplates

Generate page lists (smart lists)

The extension **SmartList** allows to insert a list of pages in a wiki page using the tags *smartlist*, *newbies,* or *toplist*. The selection criteria can be set using a dialog box.

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4.1 Parameters 37
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Available tags

The extension SmartList includes three different tags:

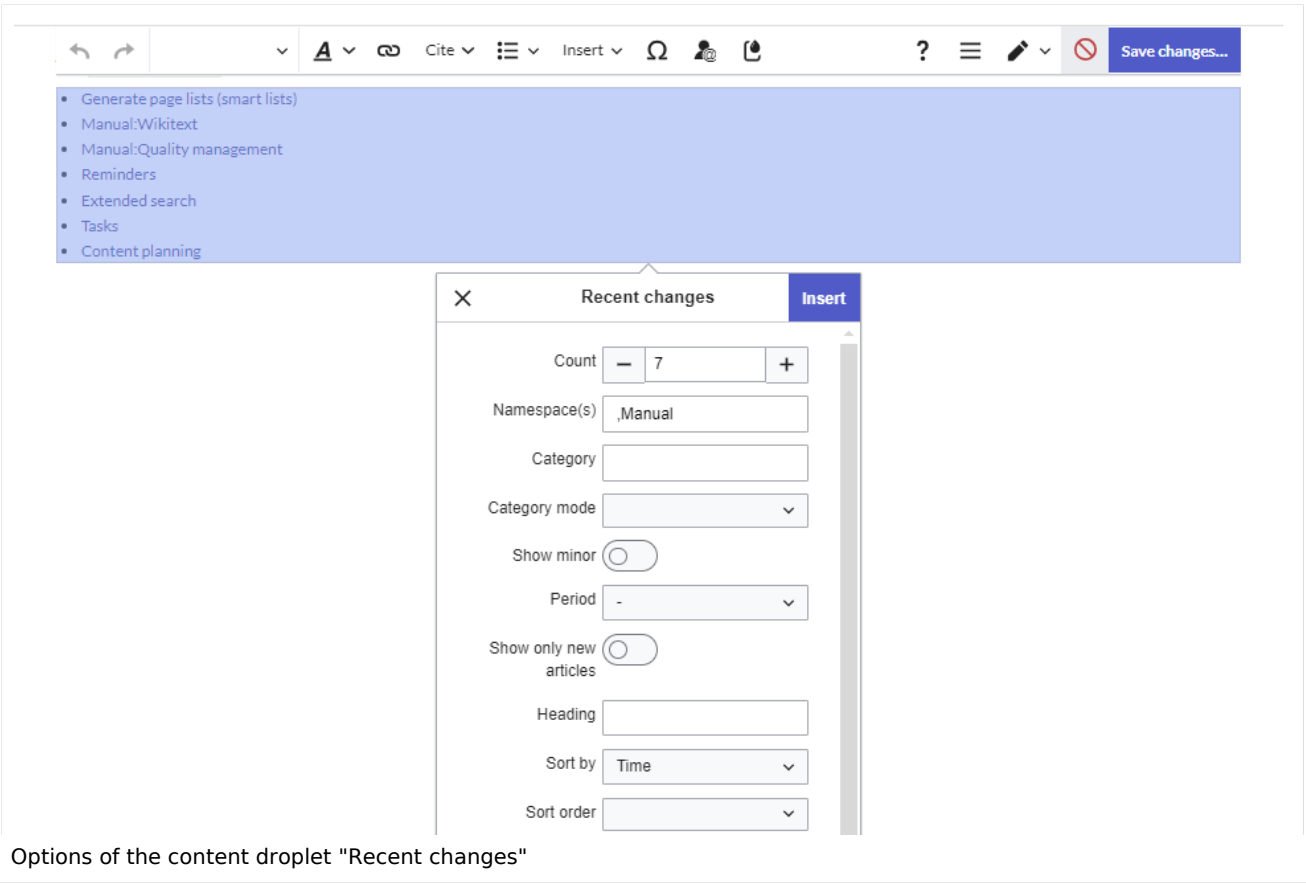
- `<bs:smartlist />` / `<recentchanges />` - display a list of pages that were edited in the last 90 days. It can be filtered by namespaces or categories.
  - Different modes are possible if the `<bs:smartlist />` tag is added in source edit mode.
- `<bs:newbies />` - display a list of recently registered users.
- `<bs:toplist />` - display a list of most visited pages.

The tags can be added as content droplets. v4.3+ . Earlier BlueSpice versions contained the menu item *Insert > Magic word* in VisualEditor. -v4.3

Smartlist

The `<bs:smartlist />` tag shows a list of recently changed pages (<90 days) by default.

The list can be inserted in source edit mode or as the content droplet "Recent changes", in which case it is inserted as `<recentchanges />` tag in the page source. v4.3+



Options of the content droplet "Recent changes"

In source edit mode, the *smartlist* tag (not the *recentchanges* tag!) additionally accepts the parameter *mode* with the following values:

- mode=stablepages
- mode=whatlinkshere

Parameters

The SmartList inspector allows to set the following parameters:

Label	Parameter	Values	Description
Count	**count**	number	The number of articles to be shown. Default value: 5
Namespace (s)	**ns**	number or name	Only articles from given namespace will be listed. The namespaces can be entered by IDs or by names. Several namespaces can be separated with commas: ns="0,2,5" or ns="Help,User,Test". Default: All namespaces are included. **Note:** Only content namespaces are included in the list.
Category	**cat**	name	Only articles from given category will be listed. Selecting several categories is not possible. Default: All categories.
Category mode	**catmode**	AND, OR	Show pages if they are in at least one of the categories (OR) or show pages if they are tagged with all categories (AND).
Show minor	**minor**	true, false	Minor changes (changes marked with an "m" in the recent changes) will not be listed. Default: Minor changes are listed.
Period	**period**	-, month, week, day	Only changes within given period are shown. Default: No limit is set (full 90 days are shown).
Show only new articles	**new**	true, false	Only new pages will be listed. Default: All pages are shown
Heading	**heading**	text	Adds a heading above the list
Sort by	**sort**	Title, Time	Sort results by title or by latest edited.
Sort order	**order**	asc, desc	Ascending or descending sort order.
Trim	**trim**	number	Long article names are not cropped. Default: The title is cut off after 30 characters.
	showtext	true,	

Show text		false	With this option, a line of the article contents will be shown alongside the title.
Trim text	**trimtext**	number	"trimtext" sets the number of characters of an article's content shown. This is only relevant when *showtext="true"*). *Note*: trimtext="0" is not possible.
Show namespaces	**showns**	true, false	If true, the namespace prefix is shown with the page names.
Number with text	**numwithtext**	number	Anzahl der Artikel die mit Einführungstext angezeigt werden sollen. Nur effektiv wenn *showtext=true*
Meta	**meta**	true	The username and date for the last edit are shown.
Target	**target**	-	Obsolete
Exclude namespace (s)	**excludens**	number or name	Articles from given namespaces will not be shown. The namespaces can be entered by IDs or by names (comma-separated). Default: All namespaces are included.

Wikitext editing

Here you see a syntax example with some parameters. These can only be added in source edit mode.

15 of the pages from the category *ISO9001* that were changed in the last 90 days are displayed in alphabetical order.

```
<bs:smartlist sort="title" cat="ISO9001" count="15" heading="Pages about ISO 9001" / >
```

If the approval feature is activated, the list can be set to include the latest approved pages (instead of edited pages:

```
<bs:smartlist period="week" sort=" time" showns="0" mode="stablepages" count="8" />
```

Alternatively, the smartlist can also display a list of pages that link to a wiki page. The corresponding page name is specified as `target`:

```
<bs:smartlist mode="whatlinkshere" target="Main Page" />
```

Newbies

The tag `<bs:newbies />` shows recently registered wiki users.

The list can be inserted as the content droplet "New users". v4.3+

Parameters

Label	Parameter	Values	Description
Count - **count**			The number of users to be shown; the default value is 10.

Example in wikicode

```
<bs:newbies count="7"/>
```

Toplist

This tag shows a list of the most visited pages.

The list can be inserted as the content droplet "Most visited pages". v4.3+

Parameters

Label	Paramter	Values	Description
Count	**count**	number	The number of articles to be shown; the default value is 10.
Namespaces	**ns**	text, text	Only articles from these namespace will be shown. You can put several namespaces here, separated by commas.
Category	**cat**	text, text	Only articles from this category will be shown. You can put several categories here, separated by commas.
Period	**period**	month, alltime	The period that should be used. The default is alltime.

Example in wikicode

```
<bs:toplist count="7" ns="Help|QM" />
```

Technical Reference: BlueSpiceSmartList

Creating page lists with DPL3

The extension **DynamicPageList3** allows you to display lists of wiki pages on other pages. In addition, individual page sections from one wiki page can be included (=transcluded) in another page.

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1.3.1 Category format 40
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2 List of common parameters 42
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3 Disabling automatically generated DPL categories 43

Examples

You can view a documentation of all selection criteria and formatting options at Gamepedia.

This help page contains some typical examples as well as a list of common parameters and their values.

Transcluding page sections

To display a section of one wiki page on another page, provide the page name (title) and the section header (include) as parameters:

```
{{#dpl:|title=Manual:Semantic_MediaWiki|include=#Defining attributes}}
```

List of subpages

The following code shows the subpages of the current page in a 3-column layout:

```
{{#dpl:
|titlematch={{PAGENAME}}/%
|shownamespace=false
|replaceintitle=/{{PAGENAME}}\//,
|columns=3
|mode=none
|rowcolformat=width=100%
}}
```

Example: Display the subpages of the page *VisualEditor* in the namespace *Manual* in a 1-column layout:

```
{{#dpl:
|titlematch=VisualEditor/%
|shownamespace=false
|namespace= Manual
|replaceintitle=/VisualEditor\//,
|columns=1
|mode=unordered
|rowcolformat=width=100%
}}
```

Output:

If you want to limit the output to the first level of subpages, you can add:

```
|nottitlematch={{PAGENAME}}/%/%
```

Selecting pages by namespace

```
{{#dpl:
  |namespace=Manual
  |includesubpages=true
  |shownamespace=false
  |count=5
  |ordermethod=title
}}
```

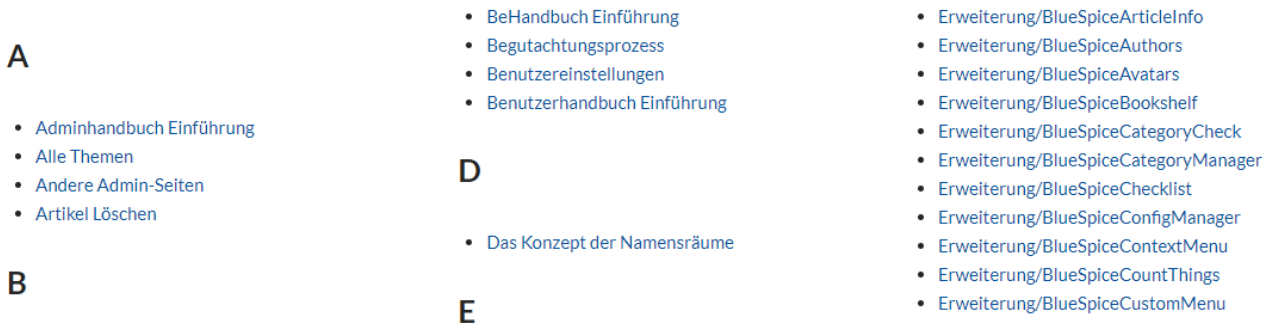
Output:

- Admin Manual Introduction
- All topics
- Content organisation
- Content organization
- Create Pages

Category format

```
<div class="dplcategory">
{{#dpl:
  |namespace=Manual
  |includesubpages=true
  |shownamespace=false
  |mode=category
  |ordermethod=titlewithoutnamespace
}}
</div>
```

Output:



If the sorting letters are displayed at the end of a column, the display can be improved by inserting css declarations on the page *MediaWiki:Common.css* :

```
/*dpl column layout - avoid header orphans */
.dplcategory {-webkit-column-count:3;column-count:3;}
.dplcategory .mw-category .mw-category-group {display:block}
.dplcategory .mw-category-group {margin:0 2em 2em 2em;}
.dplcategory .mw-category-group h3 {break-after:avoid}
.dplcategory .mw-category-group h3 {margin:0 0 0.3em; border-bottom:1px solid #e2e2e2}
```

Improved output:

A

- Adminhandbuch Einführung
- Alle Themen
- Andere Admin-Seiten
- Artikel Löschen

B

- BeHandbuch Einführung
- Begutachtungsprozess
- Benutzereinstellungen
- Benutzerhandbuch Einführung

D

- Das Konzept der Namensräume

E

- Erweiterung/BlueSpiceArticleInfo
- Erweiterung/BlueSpiceAuthors
- Erweiterung/BlueSpiceAvatars
- Erweiterung/BlueSpiceBookshelf
- Erweiterung/BlueSpiceCategoryCheck
- Erweiterung/BlueSpiceCategoryManager
- Erweiterung/BlueSpiceChecklist
- Erweiterung/BlueSpiceConfigManager
- Erweiterung/BlueSpiceContextMenu
- Erweiterung/BlueSpiceCountThings
- Erweiterung/BlueSpiceCustomMenu

Category layout

Selecting pages by category

```
{{#dpl:
  |category=Editing
  |addcategories=true
  |includesubpages=true
  |shownamespace=false
  |count=5
  |ordermethod=title
  |mode=ordered
}}
```

Output:

1. Create Pages . . Categories: Editing
2. Create pages . . Categories: Editing
3. Delete article . . Categories: Editing
4. Extension/BlueSpiceCategoryCheck . . Categories: Advanced | Editing
5. Extension/BlueSpiceContextMenu . . Categories: Editing

Selecting pages with specific naming patterns

```
{{#dpl:
 |namespace=File
 |titlematch=A%
 |count=5
 }}
```

Output:

- File:Anhang-en.png
- File:Attribut-erstellen1-EN.png
- File:Attribut-erstellen2-EN.png
- File:Attribute-spezialseite-EN.png
- File:Aufbau des Dockercontainers.drawio.png

List of common parameters

Criteria for page selection

Parameter	Syntax	Description
category	*|category=QM|Setup...*	Pages in the category QM OR Setup
	|category=QM&Setup&...	Pages in the categories QM AND Setup
	|category=QM|Setup... *|category=Admin*	Pages in the categories QM OR Setup, and pages in the category Admin
notcategory	*|notcategory=QM*	Pages that are not in the category QM
categoriesminmax	*|category=QM|categoriesminmax=2*	Pages that are in the category QM and in at least 2 more categories
	|category=QM|categoriesminmax=,1	Pages that are only in the category QM and in no other category
namespace	*|namespace=*	Pages in the namespace (Main)
	|namespace=Help|Manual	Pages in the namespace Help OR Manual
namespacenot	*|namespacenot=Help*	Pages that are not in the namespace Help
	|namespacenot={{NAMESPACE}}	Pages that are not in the namespace of the current wiki page

Output-Format

Parameter	Syntax	Description
mode	*|mode=ordered*	Unordered list
	|mode=unordered	Numbered list
	|mode=none	Line breaks
	|mode=category	Pages are grouped alphabetically with a letter heading (similar to category pages)
	*|mode=inline|inlinetext= • *	Page names are listed on the same line and separated with a bullet point

Sorting

Parameter	Syntax	Description
ordermethod	*|ordermethod=title*	Ordered by page (prefix+)title
	|ordermethod=titlewithoutnamespace	Ordered by page name independent of namespace
	|ordermethod=counter	Ordered by number of page views (popularity)
	|ordermethod=size	Ordered by page size
	|ordermethod=firstedit	Ordered by creation date
	|ordermethod=lastedit	Ordered by last edit date
	|ordermethod=user,firstedit	Ordered by author, then by creation date
	|ordermethod=user,lastedit	Ordered by last editor, then by last edit date
order	*|order=ascending*	Sorted in ascending order
	|order=descending	Sorted in descending order

Display of meta data

Parameter	Syntax	Description
addcategories	*|addcategories=true*	Shows all categories of a page after the page name
addpagecounter	*|category: QM|ordermethod=counter|order=descending* *|addpagecounter=true|count=5*	Shows the 5 most popular pages in the category QM
adduser	*|category=QM|ordermethod=lastedit|adduser=true*	Adds the name of the last editor in front of the page name
addauthor	*|category=QM|addauthor=true*	Adds the name of the original author in front of the page name.

Disabling automatically generated DPL categories

This extension is creating some sometimes unwanted automatic system categories that are then displayed on each wiki page that includes a DPL parser function.

To hide these categories, follow these steps:

1. **Go** to page *Special:TrackingCategories* in your wiki
2. **Click** on *dpl-parserfunc-tracking-category* in the column *Message name*
3. **Replace** the text *Pages using DynamicPageList parser function not wanted* with a dash ("-"). The category will no longer be displayed on your wiki pages.
4. **Save** the page.

The system category is no longer displayed on your wiki pages.

See also: https://www.mediawiki.org/wiki/Help:Tracking%20categories

Technical Reference: DynamicPageList3

Manual:Menus - Overview

Wiki navigation is provided and supported by a variety of menus.

Main navigation

This (left) sidebar is visible throughout the wiki.

Global actions

A mega menu with links to the most important special pages.

Custom menu

An additional mega menu for admins to add custom links.

Footer menu

Footer links are visible on every page.

User menu

Users can customize their personal menu and navigate to their special pages.

Context menu

Users can right-click a link or image and select a related action.

Page lists

Page lists are dynamically created links to a group of pages based on certain selection criteria. BlueSpice has different mechanisms through which these lists can be created.

The following table contains a comparison of the most important features. All of these extensions have additional functionality besides what is listed on this page.

Comparison

Feature /Extension	SMW	SmartList	DPL3	Recent changes transclusion
Select pages based on	• categories • namespaces (include) • properties, concepts • compound queries are possible	• categories • namespaces (include /exclude)	• categories • namespaces (include /exclude) • title match / naming patterns	• namespaces • major/minor version • stable/unstable version • new pages /edits
Standard features	• sorting /ordering by any criteria from the page selection	• sorting/ordering by title or by time of last edit	• sorting /ordering by any criteria from the page selection	• sorted by time
Output formats	• different results formats (lists, tables, A-Z style) • custom (via templates)	• unordered lists	• different results formats (lists, tables, A-Z style) • custom (userformat)	• list view
optionally include /exclude subpages or subcategories	• possible	• not possible	• possible	• not applicable
Unique features	• shows the display title if a page has one set	• includes only pages that were updated in the last 90 days • VisualEditor support ("Magic word")		• can show edit summaries • namespaces can be color-highlighted

Recent changes transclusion

It is possible to include the results of the "Recent changes" special page in a wiki page.

Contents

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2 Limiting the displayed information 48
2.1 Add a wrapper and filter parameters 49
2.2 Format the output 49

Adding the changelist to a page

To show the Recent changes list on any page in the wiki, you can simply transclude it by adding the following to your page source:

```
{{Special:RecentChanges}}
```

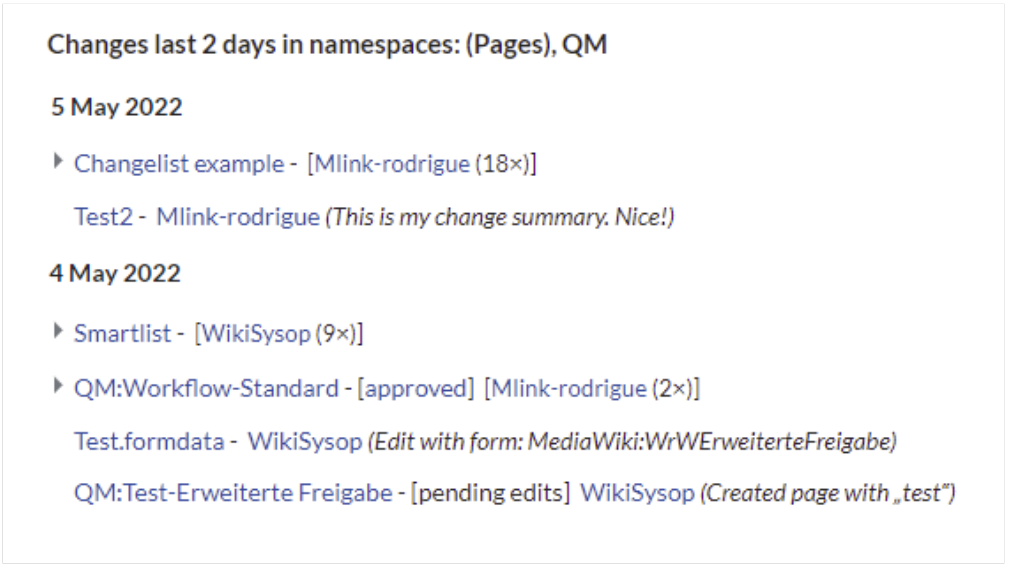
This will simply output the same content as is shown on the page *Special:RecentChanges*.



Recent changes included in a wiki page

Limiting the displayed information

Sometimes, you might want to limit the information that is shown for recent changes.



Recent changes filtered view

To do this, you need to make two changes:

1. **Add a wrapper and filter parameters:** Apply a wrapper around your transclusion for formatting purposes and add some filter parameters to limit the results in the list.
2. **Format the output:** Remove the unnecessary information through some style adjustment in the page MediaWiki:Common.css (admin rights required)

Add a wrapper and filter parameters

You can set some parameters in the tag to filter some information. The following example shows up to the latest 100 changes in the last 7 days in the main namespace (Pages):

```
<div class="rcinclude">{{Special:RecentChanges|limit=100|days=7|namespace=0}}</div>
```

To show changes in additional namespaces, add them to the namespace parameter, separated by a semi-colon:

```
<div class="rcinclude">{{Special:RecentChanges|limit=100|days=7|namespace=0;3010}}<
/div>
```

Format the output

After adding the ... wrapper around your transclusion content, you can now use this *rcinclude* class to style the output and to hide some unnecessary information. This class is important, because it ensures that other pages in the wiki, such as the actual "Recent changes" special page or the version history pages in your wiki are not affected by these changes.

To filter out additional detail information — such as change in file size, markers, or direct links to the version comparison — add the following to the page *MediaWiki:Common.css* (admin rights required):

```
/** custom formatting for recent changes that are included on a wiki page with a div-
wrapper of css-class .rcinclude **/

/* first style declaration hides all unnecessary info such as bytes, direct links to
differences, links related to user, and markers */
.rcinclude .mw-changeslist-line-inner-userTalkLink,
.rcinclude .mw-diff-bytes,
.rcinclude .mw-tag-markers,
.rcinclude .mw-changeslist-legend,
.rcinclude .mw-changeslist-line-inner-rollback,
.rcinclude .mw-changeslist-links,
.rcinclude .mw-changeslist-separator,
.rcinclude .mw-rollback-link {display:none}

/* remove the "New" indicator and the time in front of each main entry - they can only
be removed together */
.rcinclude td.mw-enhanced-rc {display:none}

/* increase spacing between entries */
.rcinclude .mw-changeslist-line {margin-bottom:0.6em}

/* separate page title and user name */
.rcinclude .mw-title::after {content:" -"}
```

```
/* make the day heading more compact */
.rcinclude .mw-changeslist h4 {font-size:0.95em; margin:1em 0 0.5em 0}

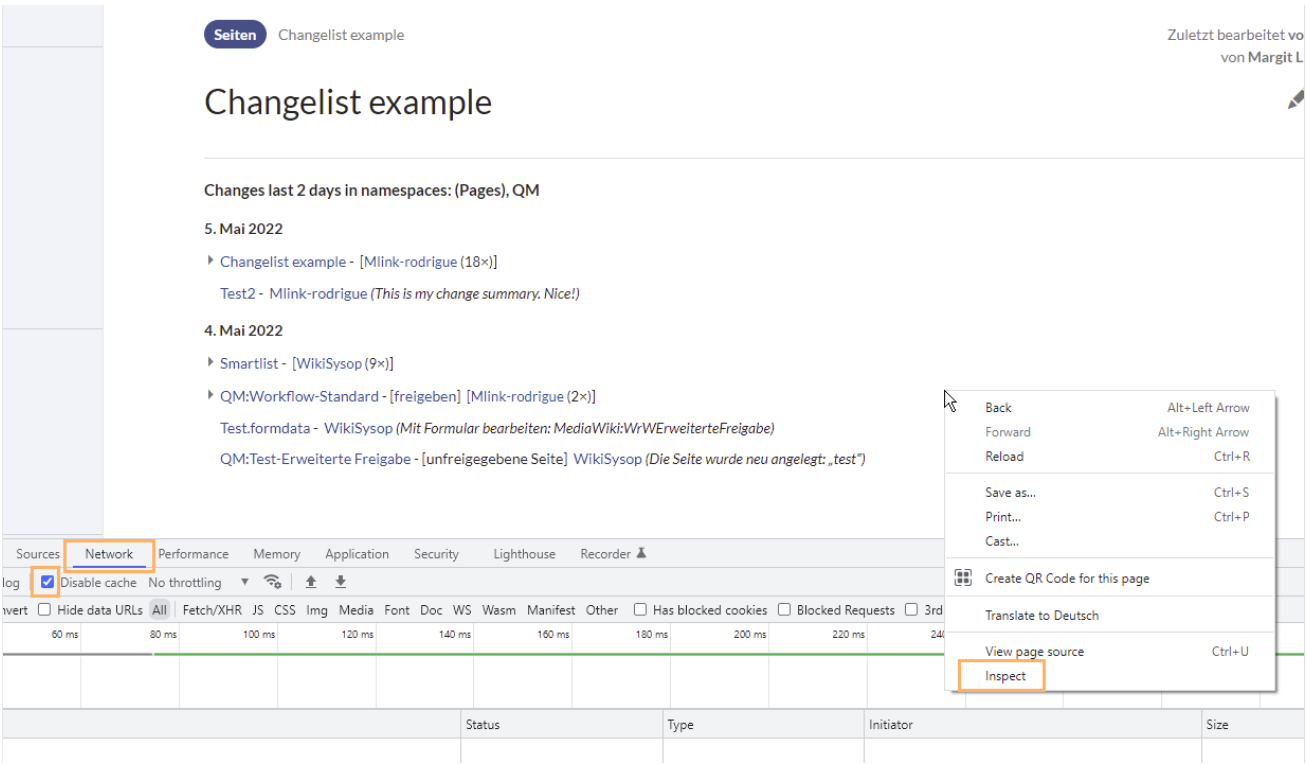
/* remove unnecessary space in the expanded version rows */
.rcinclude tr.mw-rcfilters-ui-highlights-enhanced-nested td:nth-child(3){display:
none}

/** end recent changes formatting  **/
```

After saving these changes in *MediaWiki:Common.css*, you should now see the modified output of the transcluded content as shown in the previous screenshot.

If you still see the original formatting, you will need to clear the network cache:

1. **Right-click** on the wiki page that contains the "Recent changes" transclusion.
2. **Click** *Inspect*.
3. **Activate** Disable cache
4. **Press** *F5* on your keyboard to refresh the page.



disable network cache

SMW queries

Here you can see some examples for simple queries using the properties of a wiki page. This functionality is provided by the bundled extension Semantic MediaWiki. You can add these queries to any wiki page.

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Creating page lists

If you need more flexible, customizable queries, you can add the queries directly in source edit mode. Below are a few examples to get you started.

Show pages in a particular namespace

```
{{#ask:
[[:+]]  <!-- find all pages in the main namespace -->
[[Modification date::+]]<!-- necessary to filter deleted pages -->
|format=ul
|limit=4
}}
```

Output example in list style format:

- Accessibility
- Accessibility/Extensions
- Accessibility/Extensions/legacy list
- Accessibility/Extensions/notchecked

... further results

Notes:

`[[:+]]` shows pages from the *Main* namespace.

`[[Myspace:+]]` shows pages from the namespace *Myspace*.

`[[:+||Help:+]]` shows pages from both the *Main* namespace and the namespace *Help* (=OR argument)

Output in category style

```
{{#ask:
[[:+]][[Modification date::+]]
|format=category
|limit=12
}}
```

Output example:
A
- Accessibility
- Accessibility/Extensions
- Accessibility/Extensions/legacy list
- Accessibility/Extensions /notchecked

- Accessibility/VPAT BS4

A cont.

- AccessibilityReport.form
- Form submitted
- Announcement/Log4Shell
- Announcement/XSS attack
- Apache license 2.0

A cont.

- Attachments

B

- BSD 3-Clause
- ... further results

Show pages from a category

```
{{#ask:
[[Category:Administration]]
| limit=4
| searchlabel=
| format=ol
}}
```

1. Config manager
2. Footer
3. Main navigation
4. Extended statistics

Pages that start with the same page name string

```
{{#ask:
[[~Visu*]][[:+||Manual:+]]
[[Modification date::+]]<!-- necessary to filter deleted pages -->
| limit=5
| searchlabel=
| format=ol
}}
```

List of pages in the *Main* namespace and in the namespace *Manual* that begin with "Visu".

Results format: Table

Format "broadtable"

```
{{#ask:
[[~Visu*]][[:+||Manual:+]]
[[Modification date::+]]<!-- necessary to filter deleted pages -->
| limit=5
| searchlabel=
| format=broadtable
}}
```

Format "table" with filter (datatable)

```
{{#ask:
[[~Visu*]][[:+||Handbuch:+]]
[[Modification date::+]]<!-- necessary to filter deleted pages -->
| limit=5
| searchlabel=
| format=table
| class=datatable
}}
```

Date queries

Today

To ask for all pages that have been approved today:

```
{{#ask:
[[QM/Approval date::>>{{#time:Y-m-d|now -1day}}]]
}}
```

Search operators

If you want to look for results in a particular range, you can use search operators. See: https://semantic-mediawiki.org/wiki/Help:Search_operators#comparators

Templates

Customized output formats can be created using templates. The documentation for this can be found at semantic-mediawiki.org.

Here we show you some useful tips when working with templates.

Suppressing the namespace prefix

By default, the namespace prefix of a page is suppressed in the output formats "ul", "ol" (and other formats). However, if you are working with a template and therefore use the *link=none* parameter in the ask query, because you generate the link in the template yourself, then the page name is displayed with the namespace prefix. Sample query of all pages in the QM namespace:

```
{{#ask: QM:+Property "Modification date" has a restricted application area and cannot
be used as annotation property by a user.
|format=plaintext
|template=mytemplate
|link=none
 }}
```

The output here is in the format ***QM:My Page***. To remove the namespace prefix, use the following syntax in the template, e.g. to generate an unordered list:

```
*[[{{FULLPAGENAME:{{{1}}}}}|{{PAGENAME:{{{1}}}}}]]
```

In this example, the full page name is linked via the "magic word" {{FULLPAGENAME}} and the page name without namespace prefix {{PAGENAME}} is used as the link label. The resulting output is ***My Page***.

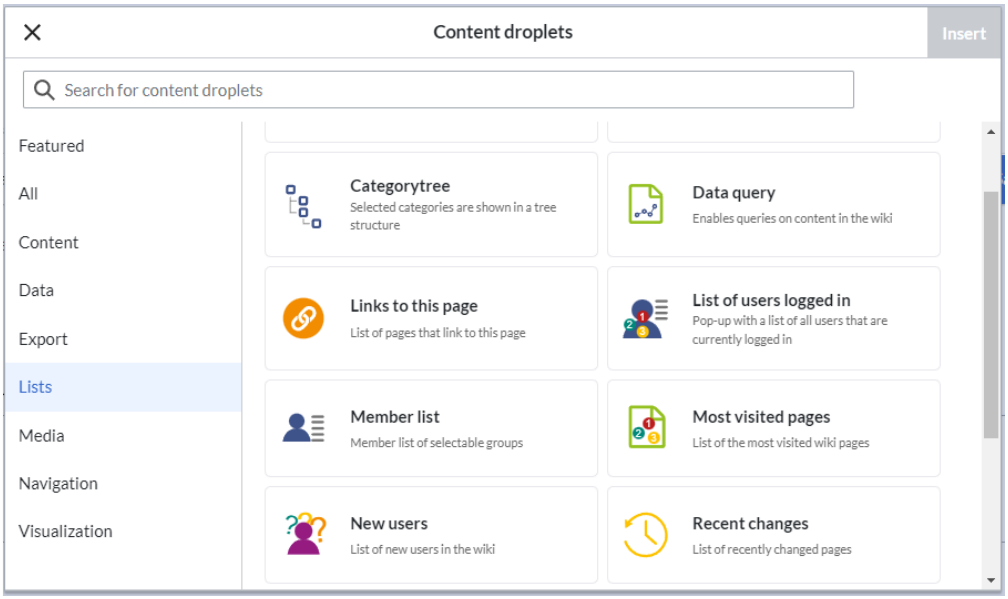
Related info

- SMW "ask" queries
- SMW result formats
- Using templates to create output formats

Content droplet "Data query" v4.3+

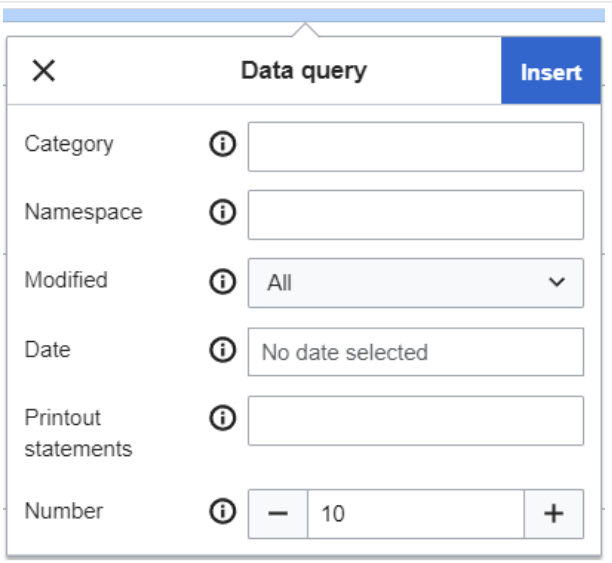
Starting with BlueSpice 4.3, basic SMW data queries can be added directly with the *Content droplet* "Data query":

1. **Click** on the *Content droplets* menu item in the visual editor.
2. **Select** *Data query* under *Lists.*



Content droplet "Data query"

3. **Click** *Insert*. This opens the droplet inspector.
4. **Fill in** the query options (parameter). Each setting has a tooltip that explains exactly what values you can enter.



Data query parameters

5. **Click** *Save*.