Books

Browse history interactively
VisualWikitext

Revision as of 14:50, 23 December 2021 (view source)	Revision as of 14:54, 23 December 2021 (view source)
Margit Link-Rodrigue (talk | contribs)	Margit Link-Rodrigue (talk | contribs)
No edit summary	No edit summary
Tag: 2017 source edit	Tag: Visual edit
← Older edit	Newer edit →

Line 104:	Line 104:
==Configuration==	==Configuration==
===Display options===	===Display options===
{{#dpl:title=**Handbuch**:**Erweiterung**/BlueSpiceConfigManager|include=#BlueSpiceBookShelf}}	{{#dpl:title=**Manual**:**Extension**/BlueSpiceConfigManager|include=#BlueSpiceBookShelf}}
===Export===	===Export===
Wiki-Administratoren können folgende Anpassungen für den Buchexport vornehmen:	Wiki-Administratoren können folgende Anpassungen für den Buchexport vornehmen:
{{#dpl:title=**Handbuch**:**Erweiterung**/BlueSpiceConfigManager|include=#Export}}	{{#dpl:title=**Manual**:**Extension**/BlueSpiceConfigManager|include=#Export}}
===Configuring size limits **for the book export** (**on the** server)===	===Configuring **the file** size limits (server)===
Standardmäßig ist der Buchexport auf 50MB **begrenzt**. **Um die maximal erlaubte Dateigröße zu erhöhen**, **führen Sie folgende Schritte durch**:	**By default, the book export is limited to** 50MB **in file size**. **To adjust this value**, **complete the following steps**:
#In Apache Tomcat **die Datei** ''web.xml'' **aufrufen**: <syntaxhighlight lang="c">	#In Apache Tomcat**, open the file** ''web.xml'': <syntaxhighlight lang="c">
sudo -s	sudo -s
nano /opt/tomcat/webapps/manager/WEB-INF/web.xml	nano /opt/tomcat/webapps/manager/WEB-INF/web.xml
</syntaxhighlight>	</syntaxhighlight>
#**Dort folgende Zeilen suchen und den gewünschten Wert eingeben** (**z**.**B**. **für** 250MB=26214400) <syntaxhighlight lang="c">	#**Look for the following lines and adjust the value** (**e**.**g**. **for** 250MB=26214400) <syntaxhighlight lang="c">
<max-file-size>262144000</max-file-size>	<max-file-size>262144000</max-file-size>
<max-request-size>262144000</max-request-size>	<max-request-size>262144000</max-request-size>
</syntaxhighlight>	</syntaxhighlight>
#**Für die Webapp** BShtml2PDF **gibt es ebenso eine Einstellung für die maximale Dateigröße**: <syntaxhighlight lang="c">	#**The web app** BShtml2PDF **also has a setting that needs to be adjusted**: <syntaxhighlight lang="c">
nano /opt/tomcat/webapps/BShtml2PDF/WEB-INF	nano /opt/tomcat/webapps/BShtml2PDF/WEB-INF
</syntaxhighlight>	</syntaxhighlight>
#**Dort folgende Zeilen ebenso entsprechend anpassen auf**: <syntaxhighlight lang="c">	#**Enter your values in the following lines**: <syntaxhighlight lang="c">

<param-name>maxMemSize</param-name> <param-value>26214400</param-value>	<param-name>maxMemSize</param-name> <param-value>26214400</param-value>
<param-name>maxFileize</param-name> <param-value>26214400</param-value>	<param-name>maxFileize</param-name> <param-value>26214400</param-value>
Line 131:	**Line 131:**
service tomcat restart	service tomcat restart
</syntaxhighlight>	</syntaxhighlight>
==Deleting a book==	==Deleting a book==
Line 138:	**Line 137:**
Die ''bookshelf''-Tags haben nach dem Löschen des Buches keine Auswirkung auf die Wiki-Seiten. Wenn Sie sie manuell entfernen möchten, können Sie zur Seite ''Spezial:Text ersetzen'' gehen und ein "Suchen und Ersetzen" durchführen.	Die ''bookshelf''-Tags haben nach dem Löschen des Buches keine Auswirkung auf die Wiki-Seiten. Wenn Sie sie manuell entfernen möchten, können Sie zur Seite ''Spezial:Text ersetzen'' gehen und ein "Suchen und Ersetzen" durchführen.
==Duplicating a book==	==Duplicating a book ==
You can create an entire copy of the book by duplicating it:	You can create an entire copy of the book by duplicating it:
Line 146:	**Line 145:**
#'''Select''' a ''namespace'': Choose a namespace that is different from the original namespace.	#'''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.**[[File:Manual:duplicate-book.png|alt=Duplicating a book|center|400x400px|link=https://en.wiki.bluespice.com/wiki/File:Manual:duplicate-book.png|thumb|Duplicating a book]]**'''About the duplicated files:'''	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.	*'''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:	*'''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 <code><nowiki><bs:bookshelf src="Book:Employee Manual (Copy)" /></nowiki></code>.	**'''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 <code><nowiki><bs:bookshelf src="Book:Employee Manual (Copy)" /></nowiki></code>.

'''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. **	**'''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.**
==Permissions==	==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.** **	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.**
==Tips for working with books==	==Tips for working with books ==
*Use a competent team to decide on the content that should be transferred into an online book.	*Use a competent team to decide on the content that should be transferred into an online book.

Line 165: | **Line 164:**

{{Box Links-en	{{Box Links-en
|Topic1=[[Reference:BlueSpiceBookshelf]]	|Topic1=[[Reference:BlueSpiceBookshelf]]
|Topic2=**[[Reference:BlueSpiceBookshelfUI]]**	|Topic2=
|Topic3=[[Manual:Extension/BlueSpiceBookshelf /Customized_PDF_Output|Customizing page breaks]]}}	|Topic3=[[Manual:Extension/BlueSpiceBookshelf /Customized_PDF_Output|Customizing page breaks]]}}
{{Translation}}	{{Translation}}
[[Category:Organization]]	[[Category:Organization]]

Revision as of 14:54, 23 December 2021

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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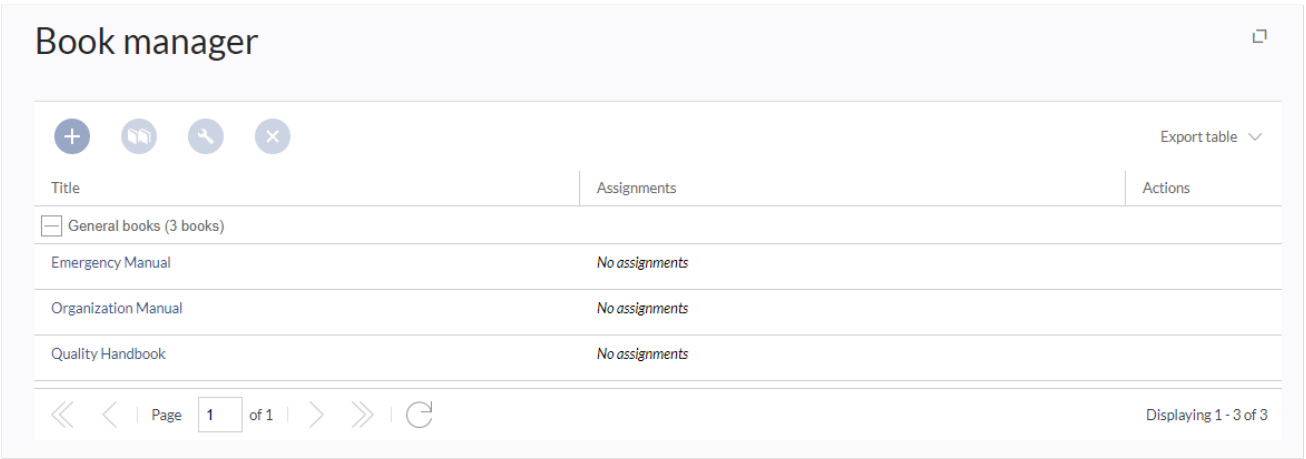
Characteristics of books

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

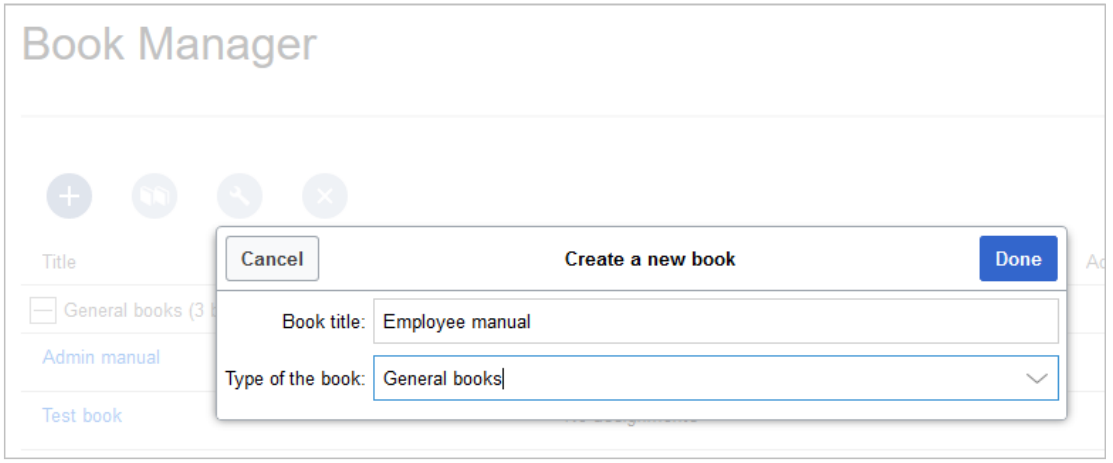
Books are created from the page *Special:BookshelfBookManager*. This page can be reached from the *Global actions* menu under *Management > Books*.



Book manager

To create a book:

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



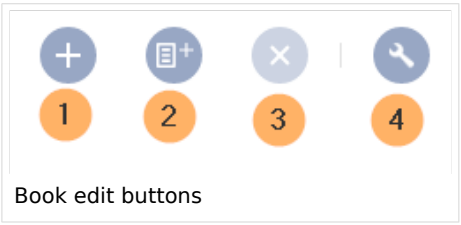
Create a book

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.

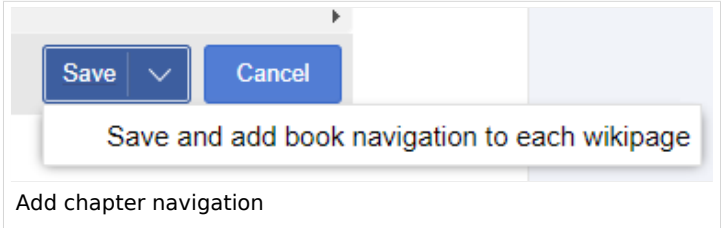
Adding pages

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. Soll in der Buchnavigation ein anderer Name angezeigt werden so können Sie ienen Anzeigetitle angeben (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 search results.
- By a semantic property - pages can be selected based on the value of a certain semantic property.

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), meta-data 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 will be opened where various meta-data can be added or removed:

- Title
- Subtitle
- Author 1 and 2
- Document-ID
- Document type
- Department
- Version
- 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)

Adding a cover image

To add a cover photo for the book, add a metadata item *Bookshelf image*. Select this option from the dropdown and click *Add*. Once the meta data is added enter the name of the image in the value field. Any image currently uploaded to the wiki can be used. Type the name without the "File:" prefix (enter the image name and file extension).

Types of books

Art	Beschreibung	Kapitelnavigation
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".	ja
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.	nein
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.	nein

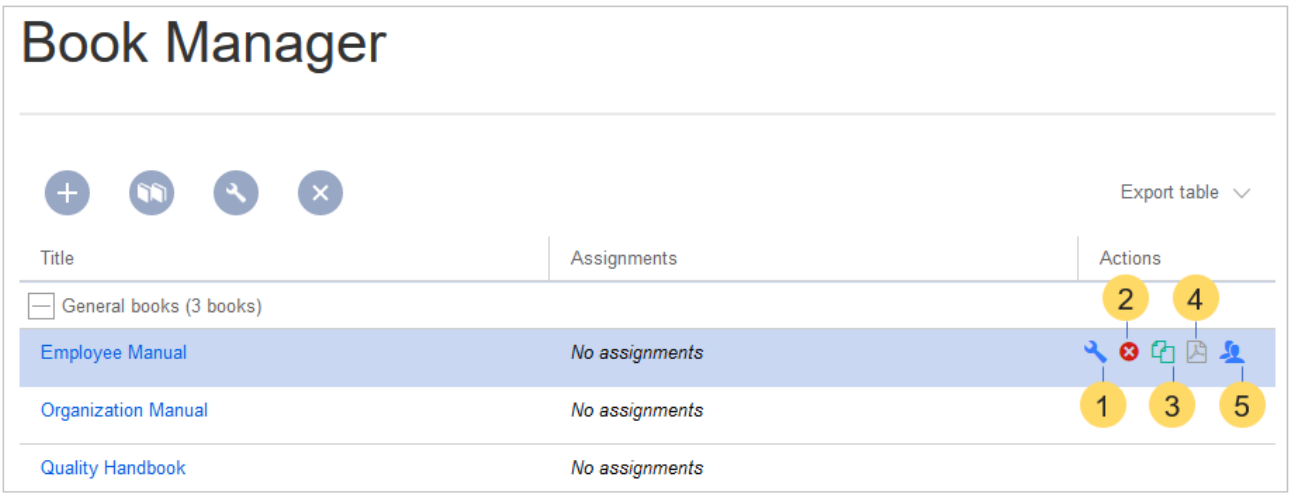
Exporting a book

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

Der Link Verwaltung > Bücher im Menü *Globale Aktionen* lädt die Seite *Spezial:Bücherverwaltung* . Hier können Sie Ihre Bücher bearbeiten.



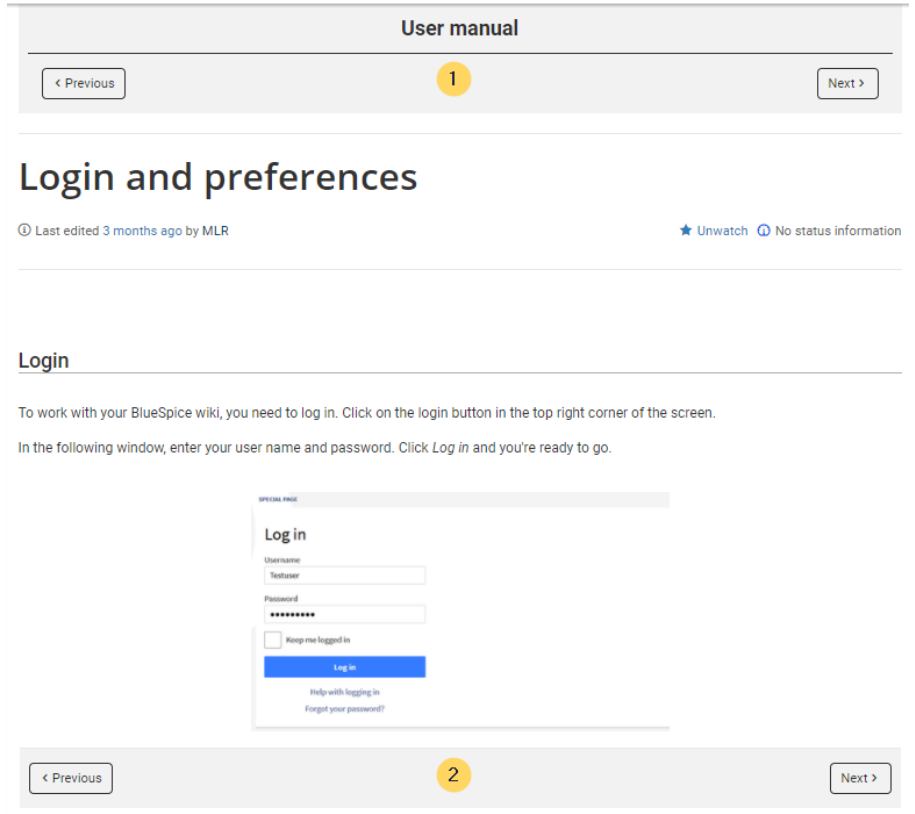
Book manager actions

- **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

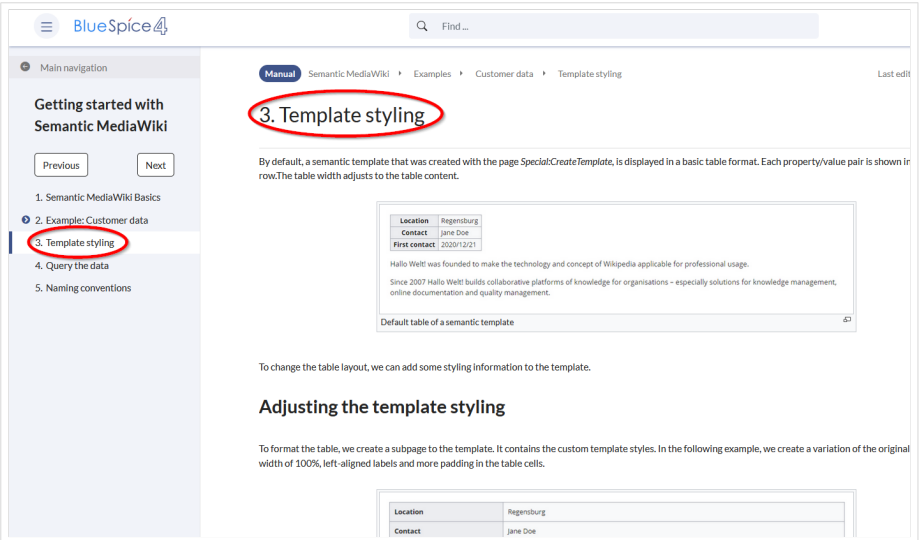
Display options

- **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

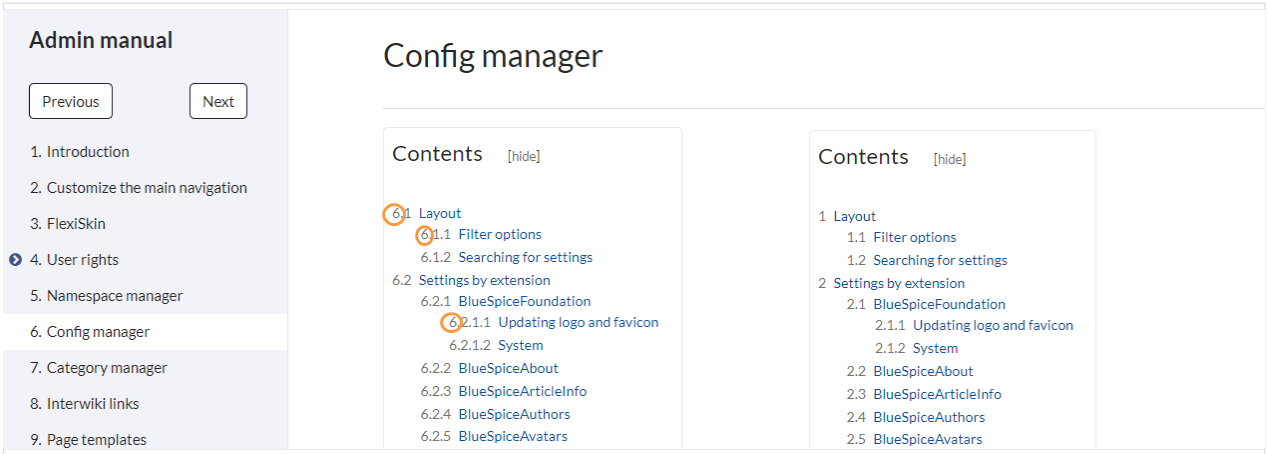
- **Use the display title from book source on article:** Shows the title from the book navigation as page title instead of the page name.



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-Administratoren können folgende Anpassungen für den Buchexport vornehmen:

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. Apache Tomcat neu starten

```
service tomcat restart
```

Deleting a book

Wenn Sie ein Buch löschen, entfernen Sie nur die Buchseite des Buches (also das Inhaltsverzeichnis). Die Wiki-Seiten im Buch werden jedoch nicht gelöscht. Bevor Sie das Buch löschen, werden Sie in einem Popup-Menü darüber informiert, dass das *bookshelf*-Tag nicht automatisch von den Seiten entfernt wird.

Die *bookshelf*-Tags haben nach dem Löschen des Buches keine Auswirkung auf die Wiki-Seiten. Wenn Sie sie manuell entfernen möchten, können Sie zur Seite *Spezial:Text ersetzen* gehen und ein "Suchen und Ersetzen" durchführen.

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 vlaue 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 `<bs:bookshelf src="Book:Employee Manual (Copy)" />`.
  - **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.

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.

Tips for working with books

- Use a competent team to decide on the content that should be transferred into an online book.
- Decide on how to handle existing numerations or references.
- Seize the opportunity: Get rid of unnecessary content (or don't include it in your book).
- Decide on standards for documents: When does it make sense to link documents in the wiki? When is is sensible to include the document's content into a wiki article?
- Decide on a fitting course of action: Do you want to create the articles in the wiki first, and compile them in a book structure afterwards, or do you want to create the book structure first, and create and edit the articles contained gradually?

Related info

- Reference:BlueSpiceBookshelf
- Customizing page breaks

Technical Reference: BlueSpiceBookshelf