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Insert tags and magic words

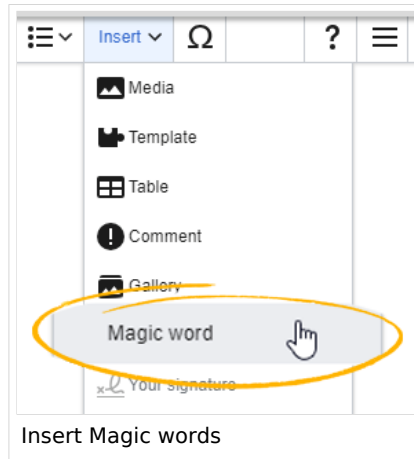
The extension **InsertMagic** provides a dialog for inserting Magic Words in the [visual editor](#).

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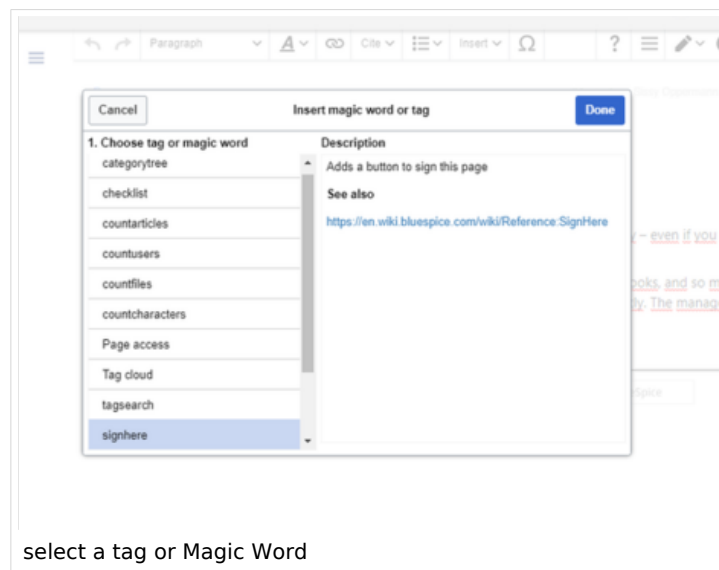
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Inserting magic words

In edit mode, click on *Insert* in the editor toolbar and select *Magic word* from the dropdown menu.



Once the magic word is selected in the list on the left, a description, including usage examples, will appear on the right.




After saving the dialog, further parameters can be set for the selected magic word or tag.

Related info

- [Category tree](#)
- [Checklists](#)
- [Count things](#)
- [Drawio](#)
- [Page access](#)

- [Sign here](#)
- [Smartlist](#)
- [Tag cloud](#)
- [Tag search](#)
- [Reference:BlueSpiceInsertMagic](#)

 [Technical Reference: BlueSpiceInsertMagic](#)

Checklists

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

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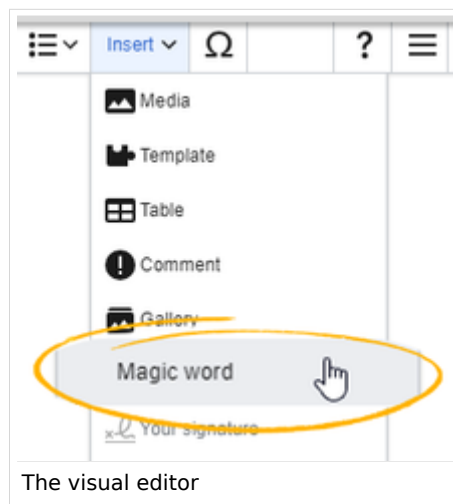
Magic word "checklist"

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*.

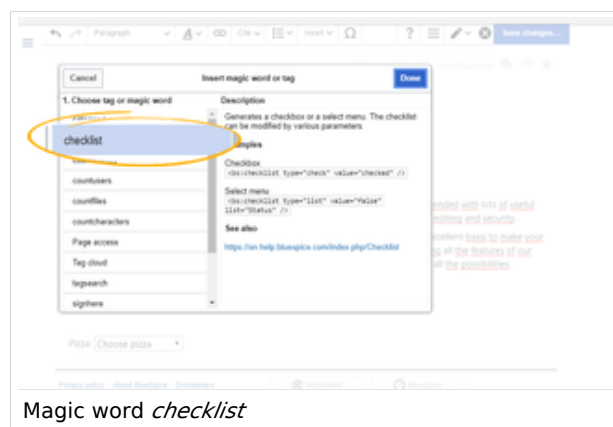
Note: If a user with read permissions changes the value of a checkbox or drop-down list, the value will not be saved. Refreshing the page will show the last value that has been saved before.

To create a checklist item:

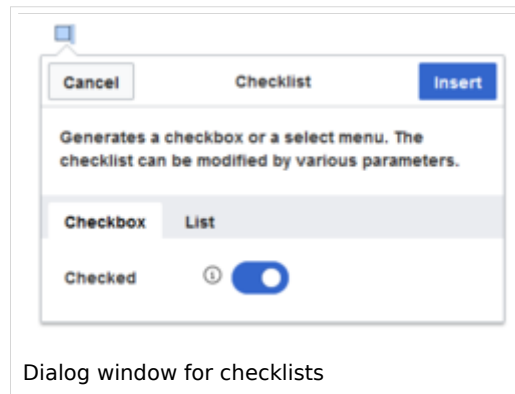
- Click *Insert* > *More* > *Magic word* in the visual editor.



- Click *checklist* in the dialog window.



- Click *Done*. Another dialog window appears.



Dialog window for checklists

Now select the tab to select your checklist type:

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

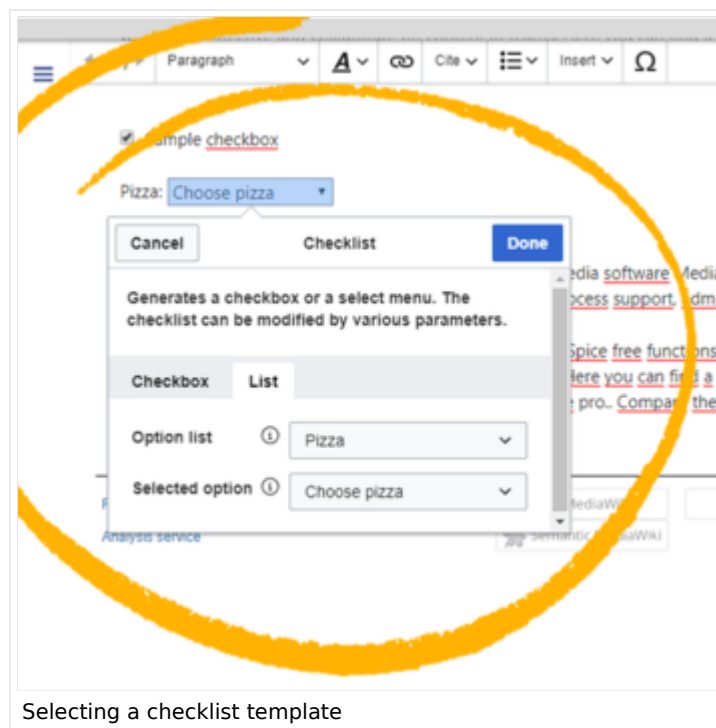
A page can contain multiple checkboxes and lists.

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



Selecting a checklist template

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:

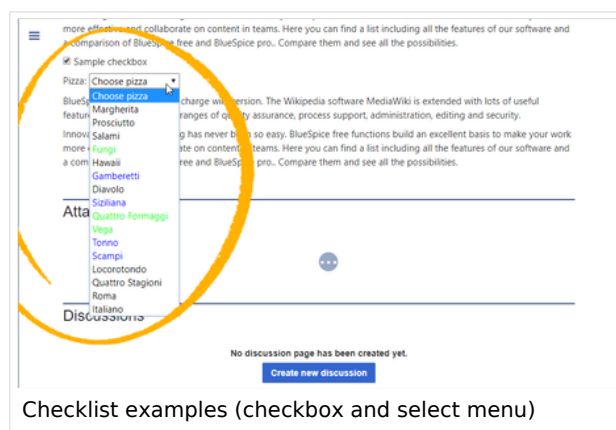
```
* Choose pizza
* Margherita
* Prosciutto
* Salami
* Fungi|#00FF00
* Hawaii
* Gamberetti|#0000FF
* Diavolo
* Siziliana|#0000FF
* Quattro Formaggi|#00FF00
```

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 paramter *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" />
```

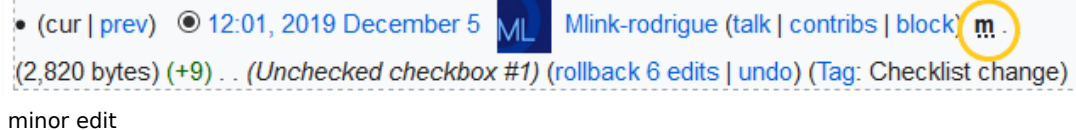
The parameter *list* defines the template page that contains the list, *value* defines the initial selection.

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.



The screenshot shows a page history entry for a page with 2,820 bytes. The entry is by user Mlink-rodrique on 12:01, 2019 December 5. The entry is marked as a minor edit (indicated by a yellow circle around the 'm' icon). The entry description is "(Unchecked checkbox #1) (rollback 6 edits | undo) (Tag: Checklist change)".

minor edit

Related info

- [Reference:BlueSpiceChecklist](#)

➔ [Technical Reference: BlueSpiceChecklist](#)

CountThings

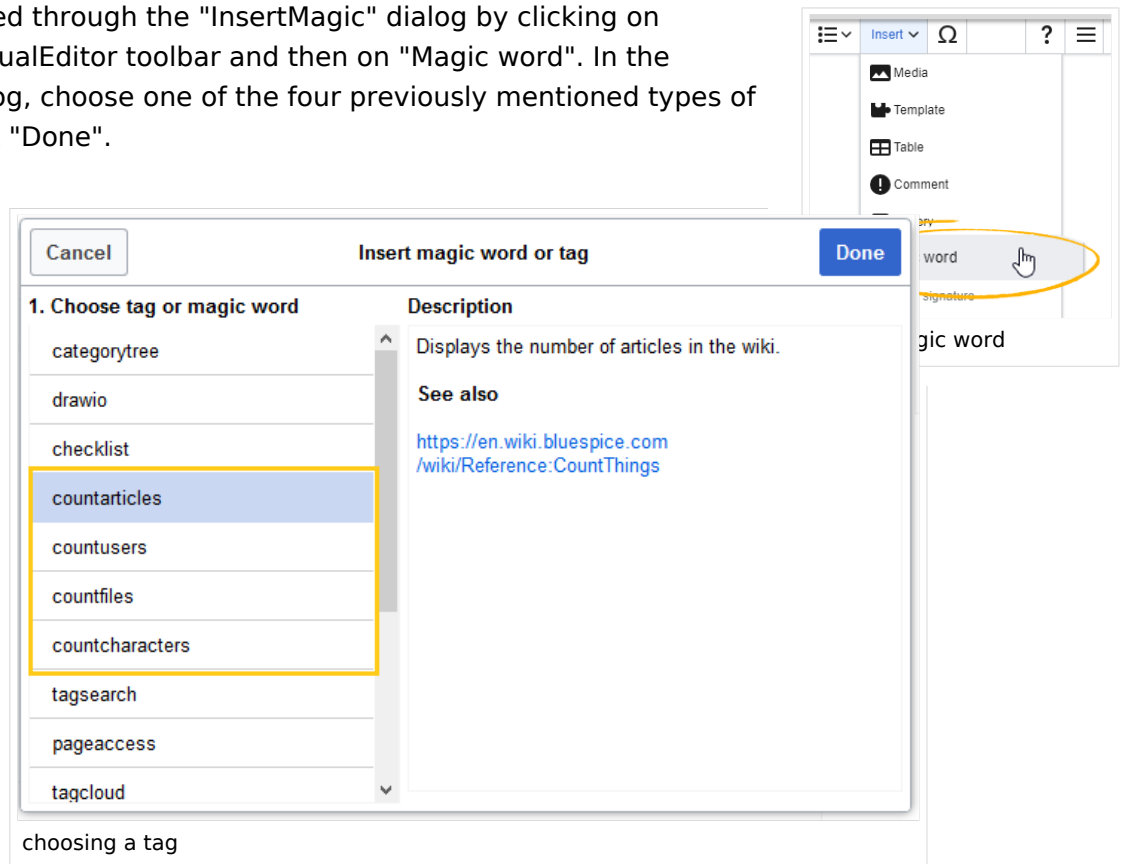
CountThings introduces a set of tags for counting various metadata in the wiki. Available tags are: countarticles, countusers, countfiles, and countcharacters.

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Inserting tags

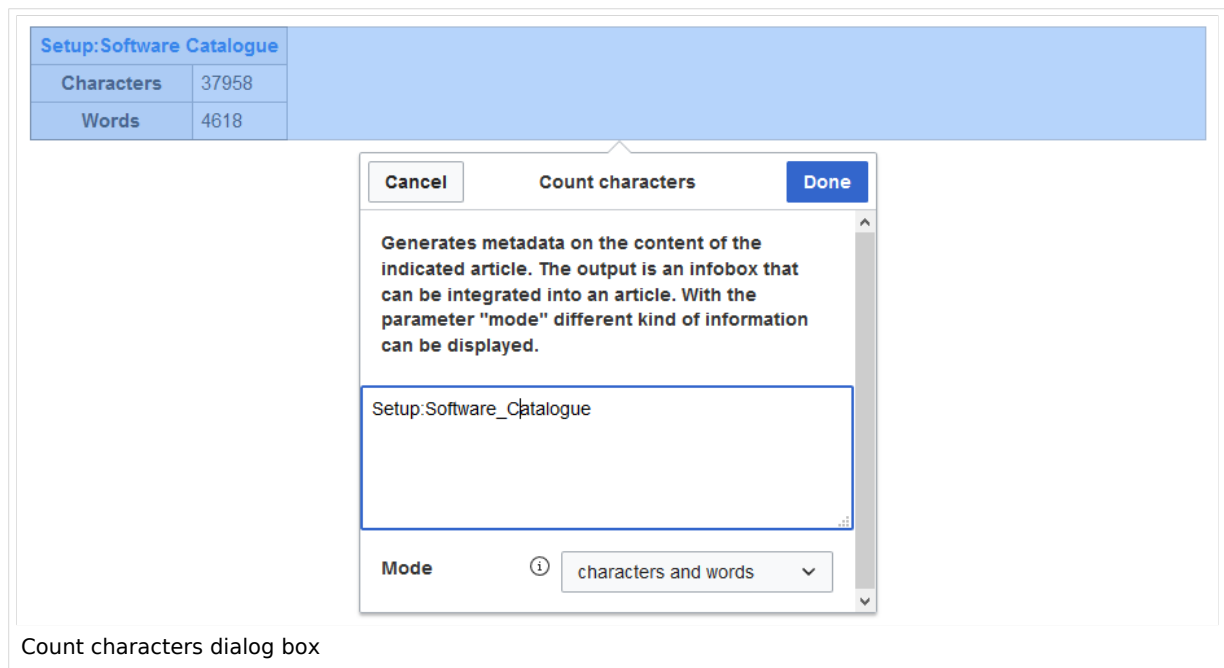
Tags are added through the "InsertMagic" dialog by clicking on "Insert" in VisualEditor toolbar and then on "Magic word". In the resulting dialog, choose one of the four previously mentioned types of tags and click "Done".



Configuring the countcharacters tag

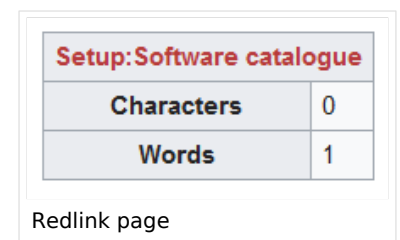
While other tags have no configuration options, and just adding them to the page is sufficient, the *countcharacters* tag must be configured.

After inserting this tag or clicking on an existing tag already on the page, a dialog opens.



Enter the name of the page for which to count characters. This name should include the namespace if the page is not in the main namespace. Next, select the mode from the dropdown menu.

While selecting the mode and page, a preview of the output is displayed above the dialog box. If the page title in the table heading shows the page name in red ("redlink"), you have misspelled the page name and the page does not exist.



Inserting tags in wikitext

If you add the tags in source code edit mode, use the following syntax.

```
<bs:countarticles />
<bs:countusers />
<bs:countfiles />
<bs:countcharacters mode="Words">ARTICLENAME</bs:countcharacters>
```

For the "countcharacters" tag, replace ARTICLENAME with the page name for which you want to get the count values. Also, "mode" can be adjusted as needed. For details, visit the reference page:

Related info

- [Reference:BlueSpiceCountThings](#)

➔ [Technical Reference: BlueSpiceCountThings](#)

Signatures



This information is obsolete.
The Magic word "signhere" has been replaced with the Content droplet [Signature](#).

The **SignHere** extension allows you to collect [MediaWiki signatures](#) directly in the view mode of a page via a button.

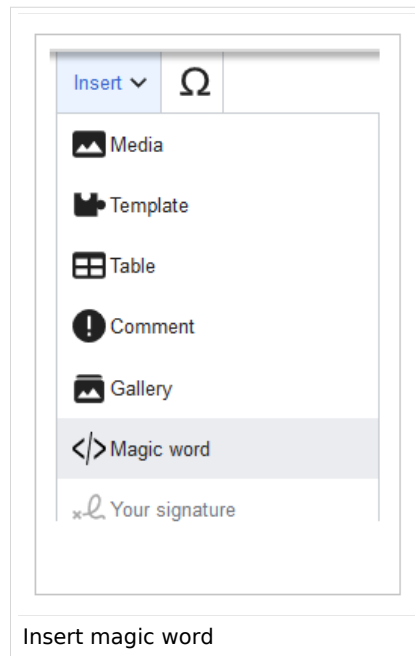
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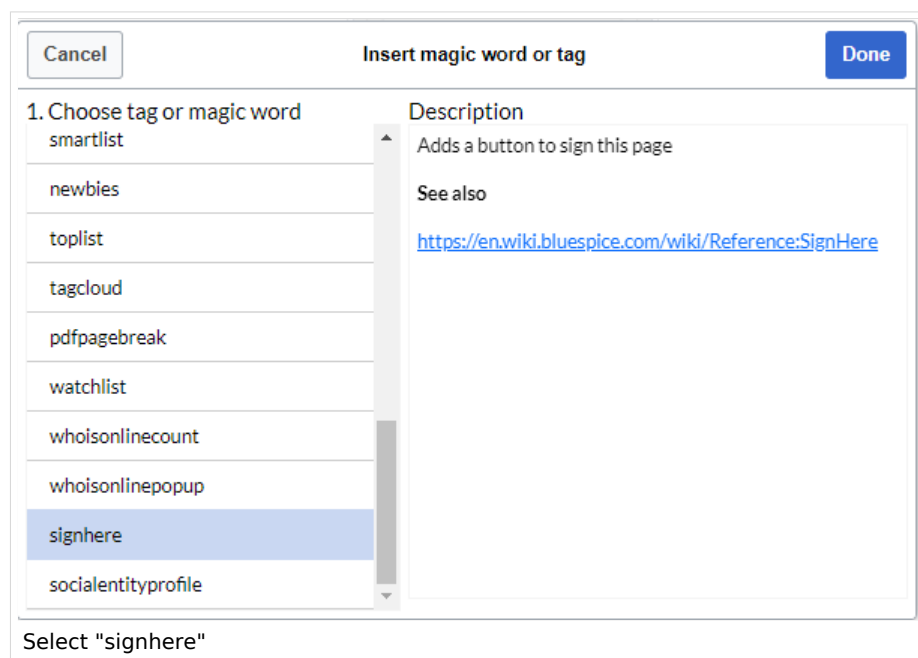
Inserting the tag

To insert the tag:

1. **Click** *Insert>Magic word* in the visual editor toolbar.



2. **Select** *signhere* from the list of magic words.



3. **Click** *Done* to close the dialog.
4. **Click** *Insert* in the Signatures dialog.
5. **Save** the page.

Once the page is saved, a *Signatures* area is shown on the page. A user with edit rights on the page can now add their signature with timestamp directly in view mode. This adds the signature to the page content.

Signatures are displayed in the chronological order in which users signed. All signatures are visible to all users visiting the site.

Restrictions

The issue of signature forgery is important to this issue.

Each user's signature is added to the page in clear text, just as it would be done using the built-in MediaWiki signature feature. Although not obvious to users reading the page, any user with editing rights can change, add, or remove these signatures.

The page history offers a certain protection. It will be listed there when users have added a signature via *SignHere*.

Diff selection: Mark the radio boxes of the revisions to compare and hit enter or the button at the bottom.
Legend: (cur) = difference with latest revision, (prev) = difference with preceding revision, m = minor edit.

Compare selected revisions


Change visibility of selected revisions

Select: All, None, Invert

(cur | prev)

☒

10:33, 23 March 2023




WikiSysop (talk | contribs | block) .. (170 bytes) (+90) . (Added signature) (undo)

(cur | prev)

☒

10:33, 23 March 2023



WikiSysop (talk | contribs | block) .. (80 bytes) (+16) .. (undo)

Signature logging in the page history

➔

Technical Reference: BlueSpiceSignHere

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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26.04.2024

This document was created with BlueSpice

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Available tags

The extension SmartList includes three different tags:

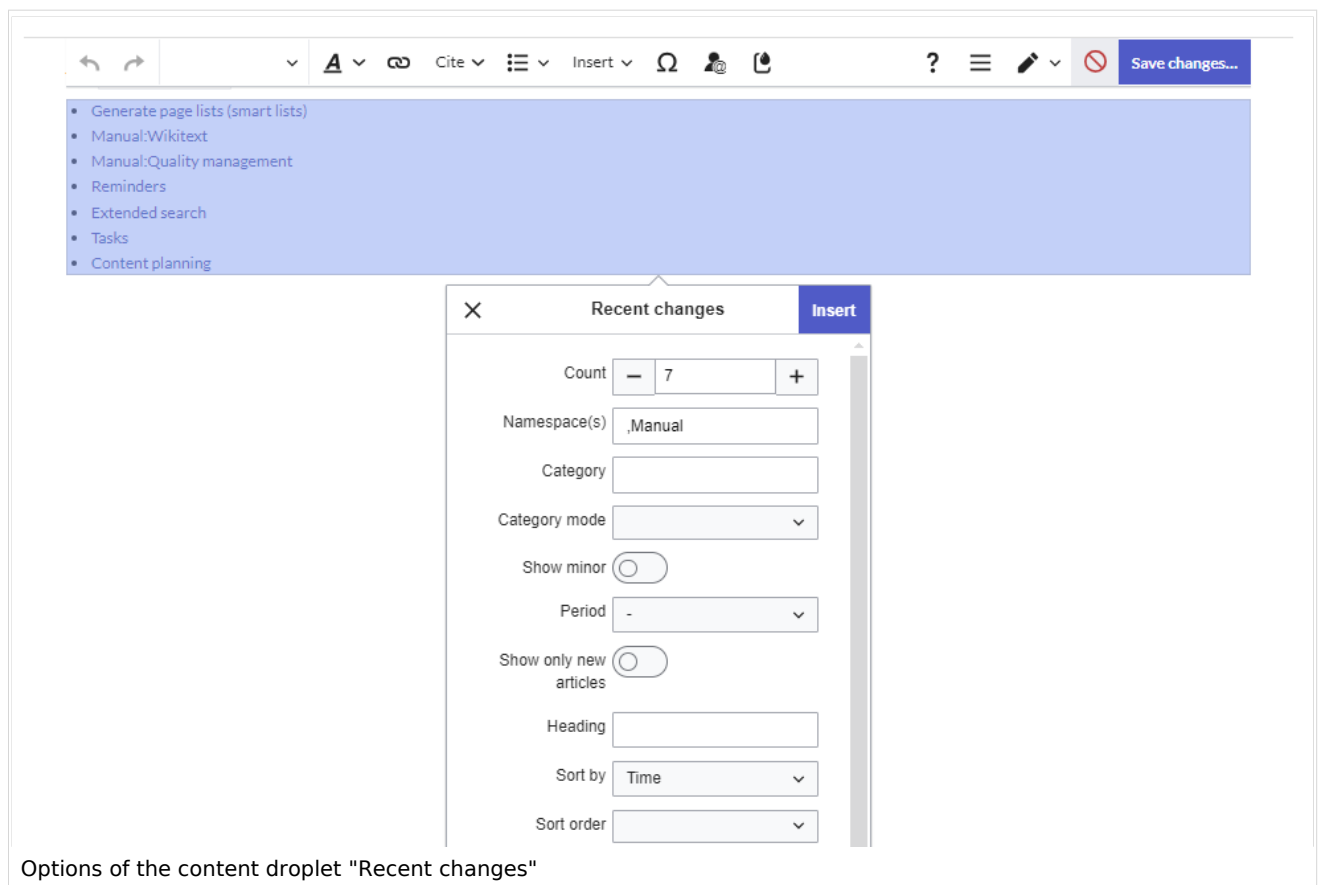
- `<bs:smartlist />` / `<recentchanges />` - display a list of pages that were edited in the last 90 days. It can be filtered by namespaces or categories.
 - Different modes are possible if the `<bs:smartlist />` tag is added in source edit mode.
- `<bs:newbies />` - display a list of recently registered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



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 <i>showtext="true"</i>). <i>Note</i> : trimtext="0" is <u>not</u> possible.
Show namespaces	shows	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 <i>showtext=true</i>
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" shows="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	Parameter	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](#)

Tag cloud

The extension *TagCloud* visualizes terms from your wiki based on importance. It can be included on any wiki page. The source for the tag cloud terms can be categories or searchstats.

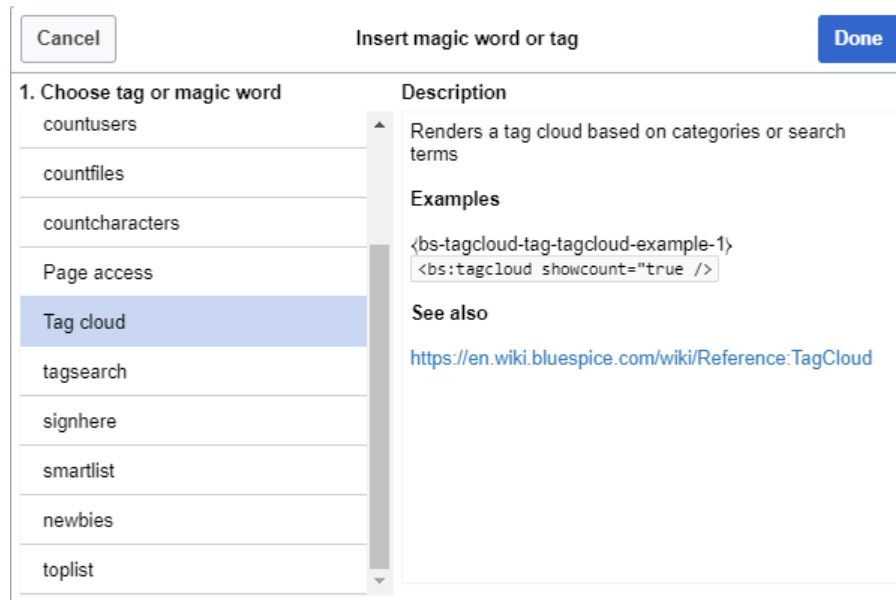
Profile information (10) User Handbook (5) Organisation (1) QM-Document (8) Installation handbook (3) Technics (2)
Products (5) Staff Handbook (21) Wikisoftware (2) Jour fixe (2) Work instruction (1) Pages with broken file links (1)
Imported vocabulary (7) Quality management (7) Arbeitsanweisungen (1) Top Level (1) Pages with RSS feeds (1)

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Inserting a tag cloud

A tag cloud can be inserted directly in source editing mode with the tag `<bs:tagcloud />`. To insert a tag cloud with **VisualEditor**, select *Insert* > *Magic word* > *Tag cloud*.



Cancel Insert magic word or tag Done

1. Choose tag or magic word

- countusers
- countfiles
- countcharacters
- Page access
- Tag cloud**
- tagsearch
- signhere
- smartlist
- newbies
- toplist

Description

Renders a tag cloud based on categories or search terms

Examples

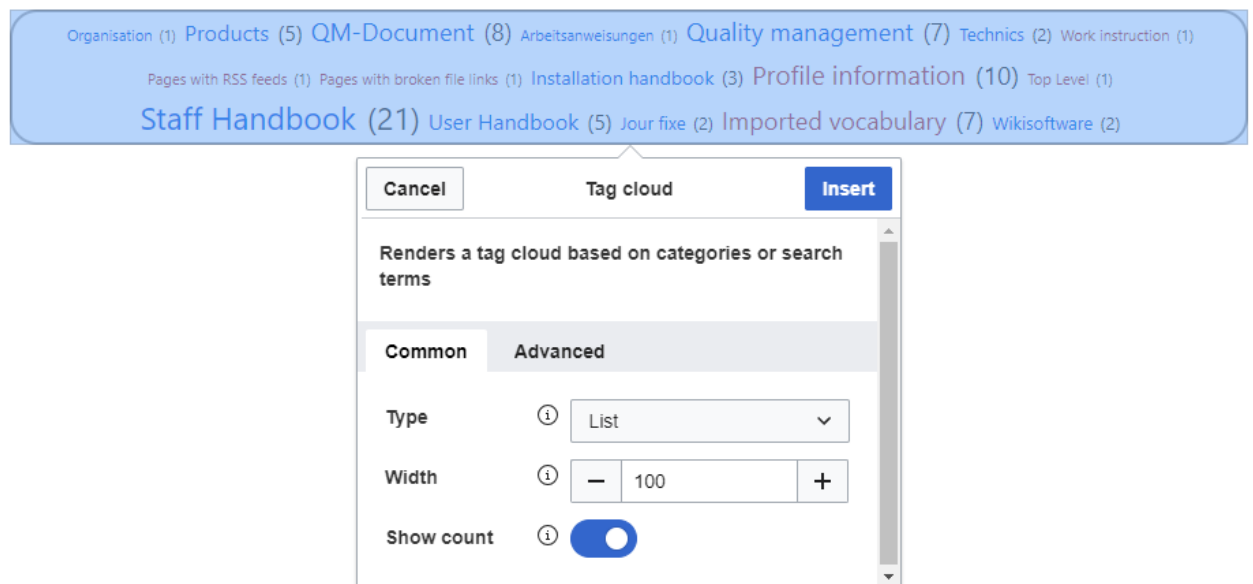
```
<bs-tagcloud-tag-tagcloud-example-1>
<bs:tagcloud showcount="true" />
```

See also

<https://en.wiki.bluespice.com/wiki/Reference:TagCloud>

Configuration

If tag is added using VisualEditor, a configuration dialog appears. It shows configuration options in two tabs: *Common* and *Advanced*.



Organisation (1) Products (5) QM-Document (8) Arbeitsanweisungen (1) Quality management (7) Technics (2) Work instruction (1)

Pages with RSS feeds (1) Pages with broken file links (1) Installation handbook (3) Profile information (10) Top Level (1)

Staff Handbook (21) User Handbook (5) Jour fixe (2) Imported vocabulary (7) Wikisoftware (2)

Cancel Tag cloud Insert

Renders a tag cloud based on categories or search terms

Common Advanced

Type ⓘ List

Width ⓘ - 100 +

Show count ⓘ ☒

Common configuration

Parameter	Display name	Description
renderer	Type	Mode of rendering the cloud <ul style="list-style-type: none">ListText (font size depends on frequency)3D: rotating, interactive view
width	Width	Part of the page width taken by the cloud in percent or pixels (e.g., 50%, 150px)
showcount	Show count	Whether to show the numeric frequency of the term in the cloud

Advanced configuration

Parameter	Display name	Description
store	Store	Source of the data - category or searchstats
minsize	Min font size	Smallest possible font displayed in the cloud
maxsize	Max font size	Biggest possible font displayed in the cloud
exclude	Exclude pages	List of categories to exclude from the cloud, separated by comma - "category1, category2, category3"

Examples

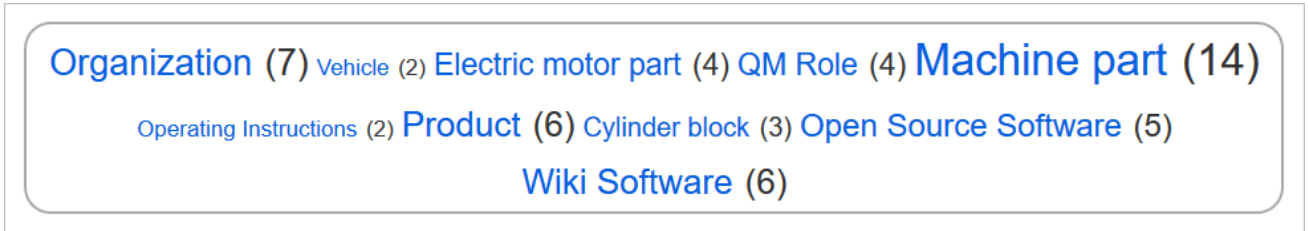
Text

Tag parameters:

```
<bs:tagcloud count="10" minsize="12" maxsize="34" exclude="Imported vocabulary, Project" />
```

Output:

Shows a tag cloud with the 10 (count) categories that have the most page associations. The smallest possible font-size is 12 pixels (minsize) and the largest possible font-size is 34 pixels (maxsize). The categories *Imported vocabulary* and *Project* have been excluded from the output. Since the data source *category* is the default for a tag cloud, it is not necessary to specify it in the tag.



3D canvas

Tag parameters:

```
<bs:tagcloud renderer="canvas3d" store="category" count="15" minsize="12" maxsize="40" showcount="false" />
```

Output:

The renderer *canvas3d* produces an interactive tag cloud. The cloud rotates when the cursor hovers over the tag cloud. It shows the 15 (count) most tagged categories. It is important to set the count limit, since the default count is set to 40, which produces a 3D cloud where the results are hard to distinguish visually. The data source is set to category (store). This is optional, since category is the default store value. The font sizes range from 12 pixels (minsize) to 40 pixels (maxsize). How many pages and files are associated with each category is not shown (*showcount="false"*).



List

Tag parameters:

```
<bs:tagcloud renderer="list" store="searchstats" count="5" />
```

Output:


The renderer type *list* produces a simple unordered list.


- [wiki](#) (435)
- [enterprise wiki](#) (354)
- [b](#) (167)
- [file:](#) (118)
- [file](#) (117)

The tag cloud of type *list* ignores the following parameters: *minsize*, *maxsize*

Related info

- [Reference:BlueSpiceTagCloud](#)

 [Technical Reference: BlueSpiceTagCloud](#)

 [Technical Reference: BlueSpiceTagCloud](#)

Search field (Tag search)

TagSearch allows the integration of a configurable search field in content pages. This search field relies on [BlueSpiceExtendedSearch](#).

Contents

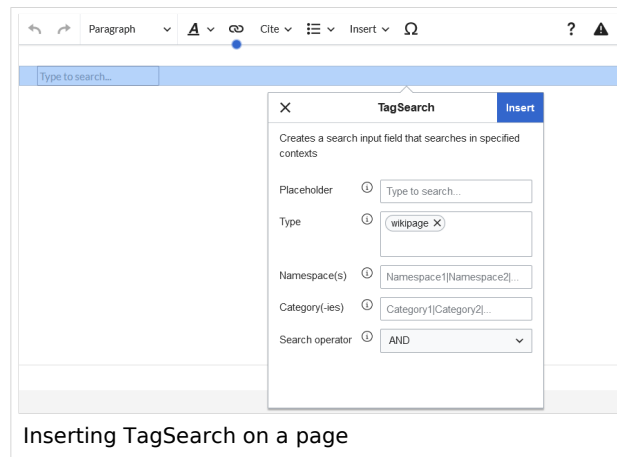
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Inserting the tag

The tag `<bs:tagsearch />` can be inserted and configured directly in visual editing mode.

Go to *Insert > Magic word* in the **VisualEditor** menu. Select tagsearch from the dialog and click done. This opens the configuration options dialog on the page.

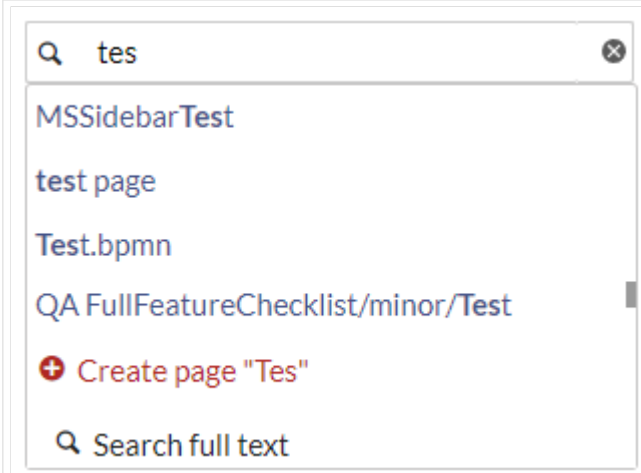


Parameter	Display name	Description
placeholder	Placeholder	Text to be shown in the search field when nothing is typed in
type	Type	<p>List of types of search entities to search. By default search entities available are: <i>wikipedia</i>, <i>specialpages</i>, <i>repofile</i> (internal files), <i>externalfile</i>, <i>socialentity</i>. Multiple values can be entered separated by pipe () - "wikipage repofile"</p> <p>Note: If a particular namespace is selected, then type "repofile" returns uploaded files that have the associated namespace prefix.</p>
namespace	Namespace(s)	<p>List of namespaces in which to search. Namespaces can be entered by using their IDs or names, separated by a pipe (). IDs and names cannot be mixed. Correct entries are: "1 6 8", "Help QM", while invalid is "1 QM".</p> <p>To search in the main namespace, use an empty space as value (e. g., " " or " Template")</p>
category	Category(-ies)	List of categories in which to search. Multiple categories must be separated by a pipe () - "Cat1 Cat2"
		Applies only to categories. Operator "AND" will only find results that are in all of the given categories, while operator "OR" will show results in any of

Parameter	Display name	Description
operator	Search operator	the given categories.

Look and feel

Standard search field



Standard search field

Customized style

Der Stil des Suchfelds kann über CSS angepasst werden.



Customized search field

Copy the following css-instructions to *MediaWiki:Common.css*:

```
/*Tagsearch */  
.bs-tagsearch-cnt .bs-tagsearch-form .btn {
```

```
height: 40px;
border-radius: 5px 0 0 5px;
background-color:#f1f3f9;
border-color: #f1f3f9;
padding-left:10px
}

.bs-tagsearch-cnt .bs-tagsearch-form {
min-width: 180px;
max-width: 650px;
margin: 0 auto;
position: relative;
align-items: stretch;
width: 570px;
}

.bs-tagsearch-cnt .bs-extendedsearch-searchbar-wrapper {
display: table;
width: 570px;
background-color: #f1f3f9!important;
border-radius: 0 5px 5px 0;
border-color: #f1f3f9;
}

.bs-tagsearch-cnt .bs-tagsearch-form input
{
height: 40px;
width:100%;
font-size: 1em;
background-color: #f1f3f9!important;
border-radius: 0 5px 5px 0;
border: 1px solid #f1f3f9!important;
}

.bs-tagsearch-cnt .bs-tagsearch-form .bs-extendedsearch-searchbar-wrapper .bs-
extendedsearch-searchbar-clear {
background-color: #f1f3f9!important;
border: 1px solid #f1f3f9!important;
border-left: none;
border-radius: 0 5px 5px 0;
width: 1%;
padding-right: 16px;
}

.bs-extendedsearch-autocomplete-popup.compact .bs-extendedsearch-autocomplete-popup-
primary {
font-size: 1em;
width: 100%;
padding-bottom: 5px;
overflow: hidden;
}

.bs-tagsearch-cnt .bs-extendedsearch-autocomplete-popup.compact .bs-extendedsearch-
autocomplete-popup-primary > .bs-extendedsearch-autocomplete-popup-primary-item {
padding: 5px;
position: relative;
line-height:1.3em;
height:auto;
max-height:4em;
background:#f1f3f9;
margin:3px;
border-radius:4px
}

.bs-tagsearch-cnt .bs-tagsearch-form .bs-extendedsearch-autocomplete-popup.compact {
top: 42px !important;
left: 5px;
width: 558px !important;
border: 2px solid #f1f3f9;
}
```

➔ [Technical Reference: BlueSpiceTagSearch](#)

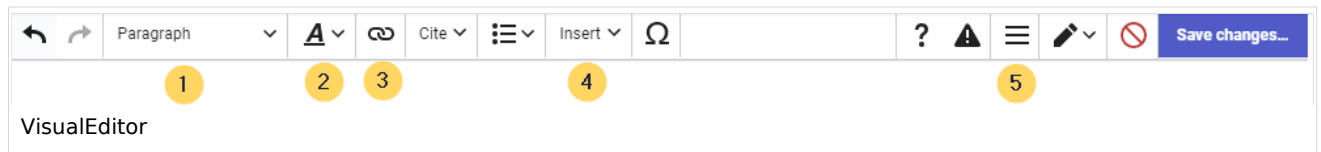
Edit

BlueSpice uses a slightly customized version of the MediaWiki extension [VisualEditor](#) as editing tool. This editor supports all common edit tasks that are useful in a wiki environment. You can refer to the official documentation for basic help. Here in the BlueSpice Helpdesk, we only give some hints and tips for using the editor.

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What is the visual editor?



The visual editor is optimized for editing wiki pages. Important characteristics and functions are:

1. **Page structuring** with headings.
2. Consistent **text formatting**.
3. **Linking** of contents.
4. **Inserting special content** (files/media, tables, templates, magic words)
5. Adjusting **page options**.

Text editing

Typical text formatting options such as **bold**, *italics*, or **text color** are available as a context menu. When you highlight text, a menu with common formatting elements appears. For example, you can apply a different text color.



Pasting content from your clipboard

If you paste content from your clipboard (e.g., copied from MS Word or MS Excel), you usually also paste many unnecessary formatting tags from the original application. To avoid, this you should paste the content as plaintext.

If you already pasted text which resulted in undesirable formatting, you can use the undo function in VisualEditor to remove the content again if you have not yet saved the page or switched between visual and source editing mode.

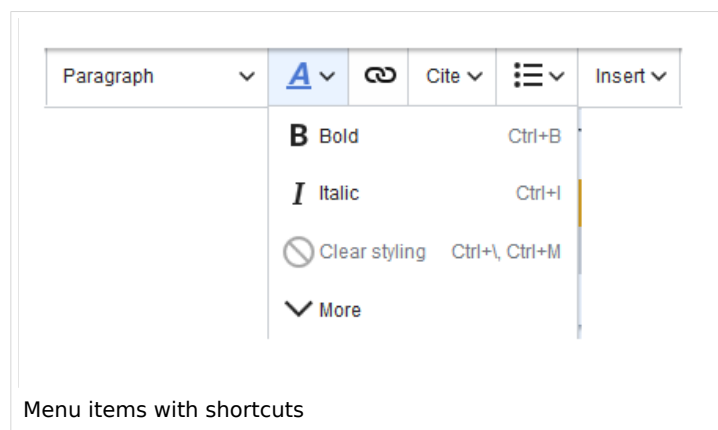
To paste content as plain text instead, use the shortcut `Ctrl+Shift+v`.



Shortcuts

If you want to apply multiple formatting options at the same time, shortcuts are often the quickest way. For example, to show text in bold and italic, highlight the text and press **Ctrl+b** (for "**bold**") and **Ctrl+i** (for "*italics*"). Even a link can be quickly inserted by pressing **Ctrl+k**. Pressing **Ctrl+b** again will cancel the bold. Multiple formats can be removed after text selection with **Ctrl+m**.

All available keyboard shortcuts are marked accordingly in VisualEditor next to each menu item.



Note: For a list of all available shortcuts, click on "Keyboard shortcuts" in the Visual Editor help menu (the question mark menu item).

Inserting other content

Many typical page elements such as images, files and tables can be integrated into your page from the *Insert* menu.

- File formats with a preview option: jpg/jpeg, png, gif, pdf
- File formats without preview option are always inserted as links (e.g., Microsoft Office formats)

If you want to learn more about inserting these elements, go to the following help pages:

- [Images](#)
- [Files \(PDF, xls, doc, ...\)](#)
- [Tables](#)

- [Templates](#)

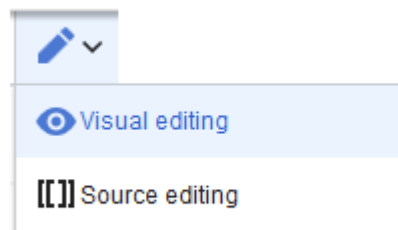
Wiki-specific content

Some functions in the *Insert* menu are little known from traditional word processing, but are quite typical for working with a wiki. Therefore, they are briefly introduced here. Find more information on the help pages here in the helpdesk or at mediawiki.org:

- **Comment:** Add comments to the page. These are only visible in the source code.
- **Gallery:** A simple picture gallery can support many process flows.
- **Magic word:** Wiki features such as signature, word counter, category tree or even process diagrams with draw.io can be integrated as a "magic word".
- **Your signature:** Only works on pages that allow signatures. Pages in the Namespace "Pages" are not included.
- **Codeblock:** Programming code is displayed here in clean code blocks, optionally with line numbers.
- **References list:** Creates footnote references.
- **Chemical formula:** The formula rendering uses an external service via Wikimedia's REST API.
- **Math formula:** An editor opens for entering a mathematical formula.

Switching between edit modes

When creating or editing a page, the page usually loads in visual editing mode. If you are familiar with the formatting language of MediaWiki ("[Wikitext](#)"), you can easily switch to source editing mode using the "Switch editor" menu item and edit your page content there:



Hints and tips

VisualEditor is optimized for editing web pages. That's why it has exactly the features that are often needed to create a wiki page. The consistent formatting of content supports the readability of your wiki content.

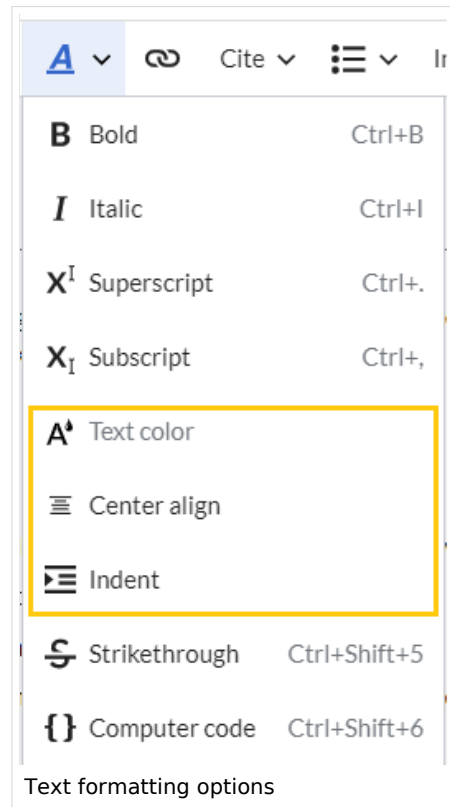
Text formatting



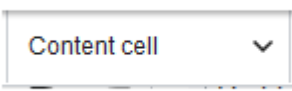
In the text formatting menu, the following additional options are available when a text passage has been selected:





Text color: different text colors can be selected via an inspector menu.

Center align: Text can be selected and centered paragraph by paragraph.



Indent: Text can be indented once (note: multiple indentation is only possible via the source text).














Text formatting	
<p>Undo function</p> 	<p>Left arrow: Undo last action (greyed out: there is no last action yet)</p> <p>Right arrow: Restore last action (greyed out: there's nothing to restore yet)</p>
<p>Format Paragraph</p> 	<p>Here text can be defined as heading or specific paragraph type. <i>Note:</i> If you work in a table, the options will change accordingly (content cell and header cell):</p> 
<p>Style text</p>	<p>If no text has been selected before clicking on the " A " button and on a button, the text will be formatted from the current position of the cursor.</p>

Text formatting	
	<p>(More Info at mediawiki.org/wiki/Help:VisualEditor/User_guide/en#Getting_Started:_The_VisualEditor-Toolbar)</p>
<p>Insert hyperlink</p> 	<p>If no text was selected before the hyperlink dialog was opened, the link will be generated with a number:</p> <p>[1] To subsequently change the hyperlink description, just click on the link to open the edit menu. In a table, you may need to double-click the cell first and then click the hyperlink again.</p>
<p>Cite</p> 	<p>The citation menu is used to insert footnote references within the text.</p>
<p>Structure</p> 	<p>Formats ordered and unordered lists. If paragraph breaks or images need to be inserted within a bullet point, use Shift+Enter to avoid creating a new list item.</p> <p>If you want to style numbered lists like 1, 1.1, 1.1.1, etc., you need to add some additional CSS instructions to the page <i>MediaWiki:Common.css</i>.</p>





Insert special content


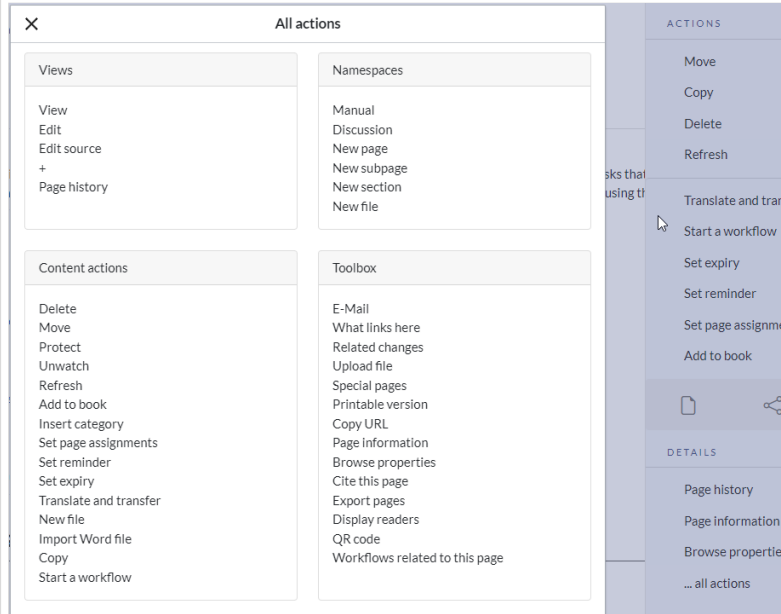




Insert special content	
<p>Insert menu</p> 	<p>Use the "insert" menu to insert various media (images, videos) and text formats:</p>
<p>Media</p>  Images and media	<p>Inserting pictures and videos</p> <p>(Details on MediaWiki)</p>
<p>Templates</p>	


Insert special content	
 Template	Include a template in the page.
<p>Tables</p>  Table	Tables are an important tool for formatting tabular page content.
<p>Comment</p>  Comment	Comments are not visible to readers, but only in edit mode. A comment can be inserted anywhere on a page. It is text-based and cannot be formatted.
<p>Magic word -v4.2.x</p>  Magic word	With a "magic word" you can insert certain wiki tags in your page. More about Magic words
<p>Gallery</p>  Gallery	Allows to display a set of images as a gallery. Formatting examples for the different settings can be found at mediawiki.org/wiki/Help:Images#Gallery_syntax
<p>Your signature</p>  Your signature	This option allows to add your wiki signature (User name and timestamp) at any location in the page.
<p>Code block</p>  Code block	With code block various code examples can be entered, like e.g. in HTML syntax. The code is then displayed properly formatted: <div style="border: 1px dashed gray; padding: 5px; margin-top: 10px;"><code>red text</code></div>
<p>References list</p>  References list	This menu item creates a <code><references /></code> tag at the location where it is inserted. The footnote references up to this point are then displayed at that location instead of the end of the page. Remaining footnotes in the page are still shown at the end of the page.
<p>Chemical formula</p>  Chemical formula	The formula rendering uses an external service via Wikimedia's REST API.
<p>Math formula</p>	It opens an editor for entering a mathematical formula.

Insert special content	
 Math formula	[[on MediaWiki]]
Special Characters 	Opens a panel to select special characters that are not available on your keyboard. To close the panel, click the menu item again.

Page options

Page options	
 Options menu	The options menu allows editing of all page settings. It is not
Options  Options	This button allows the page settings and page information to be updated simultaneously within a dialog box. To change any page options on the page, you need to be in visual editing mode .
Categories  Categories	Here, you assign the page to one or more categories while in edit mode.
Page Settings  Page settings	<p><i>Page redirection:</i> When the page is redirected, the content of the page is no longer displayed, but the target page is loaded directly.</p> <p><i>Show Table of Contents:</i> By default, a table of contents is shown if a page has more than three headings. You can use this setting to always force or suppress the table of contents.</p>
	<ul style="list-style-type: none">• <i>Let this page be indexed by search engines:</i> Only applies to public search engines. The wiki's internal search is not affected.• <i>Show a tab on this page to add a new section:</i> Not supported in BlueSpice 4 Discovery skin.• <i>Display title:</i> Sets a title that is shown as page heading. It can be found by the search and is used in page lists created by Semantic MediaWiki inline queries.

Page options	
<div>Advanced Settings</div> <div> Advanced settings</div>	<div><ul style="list-style-type: none"><i>Title visibility:</i> This setting hides the entire title section of a page and is often applied on the main page or other portal pages of the wiki. If the title is not visible, the edit button is also not available. In this case, you can click on <code>all actions... > Edit</code> in the page tools.</div> <div></div> <div>"all actions" Menu</div>
<div>Languages</div> <div> Languages</div>	<div><p>Shows wiki pages on different wikis that are connected via Interlanguage links. Depending on the wiki's skin, the links are shown in a specific location. In the BlueSpice 4 Discovery skin the interlanguage links are shown in the top menu.</p><div></div><div>Menu item to access interlanguage links</div><p>mediawiki.org/wiki/Help:Links#Interwiki_links</p></div>
<div>Templates used</div> <div> Templates used</div>	<div>List the templates that are embedded on the page.</div>
<div>View as right-to-left</div> <div> View as right-to-left Ctrl+Shift+X</div>	<div>Support for languages that are read from right to left. Clicking this button right-side formats the page text. Click again to set the text flush left.</div>

Page options	
Find and replace	Words or characters can be searched and replaced directly on the page. The "Undo" button can be used to cancel the change.
 Find and replace Ctrl+F	

Troubleshooting: Visual editing is disabled

If you only have the source editing option in your editor toolbar, please contact an administrator of your wiki. The following settings must be checked in this case:

- Global settings via the [configuration manager](#)
- [Namespace manager](#) settings

 [Technical Reference: VisualEditor](#)

Reference:BlueSpiceInsertMagic

Extension: BlueSpiceInsertMagic

 [all extensions](#)

Overview			
Description:	Adds a dialog allowing the insertion of magic words and tags		
State:	stable	Dependency:	BlueSpice
Developer:	HalloWelt	License:	GPL-3.0-only
Type:	BlueSpice	Category:	Editor
Edition:	BlueSpice pro, BlueSpice free, BlueSpice Farm, BlueSpice Cloud	Version:	4.1- 4.2.x

Overview

[? View user help page](#)

Features

InsertMagic provides a dialog for inserting Magic Words in [VisualEditor](#).

You can open the dialog box in visual and source editing modes from the editing toolbar. A selection of tags and magic words is offered. After inserting a tag on the page, further paramaters can be set.

Technical Information

This information applies to BlueSpice 4. Technical details for BlueSpice Cloud can differ in some cases.

Requirements

MediaWiki: 1.35.0
BlueSpiceFoundation: 4.0

Integrates into

- VisualEditor

Special pages

API Modules

- bs-insertmagic-data-store

Hooks

- [BeforePageDisplay](#)

Reference:CategoryTree

Extension: CategoryTree

[↪ all extensions](#)

Overview			
Description:	Enables you to displays categories and subcategories in a tree structure.		
State:	stable	Dependency:	MediaWiki
Developer:	Daniel Kinzler	License:	GPL v3 only
Type:	MediaWiki	Category:	Content Structuring
Edition:	BlueSpice free, BlueSpice pro, BlueSpice Farm, BlueSpice Cloud	Version:	4.1+
For more info, visit Mediawiki .			

CategoryTree enables you to displays categories and subcategories in a tree structure.