Contents

Read confirmation

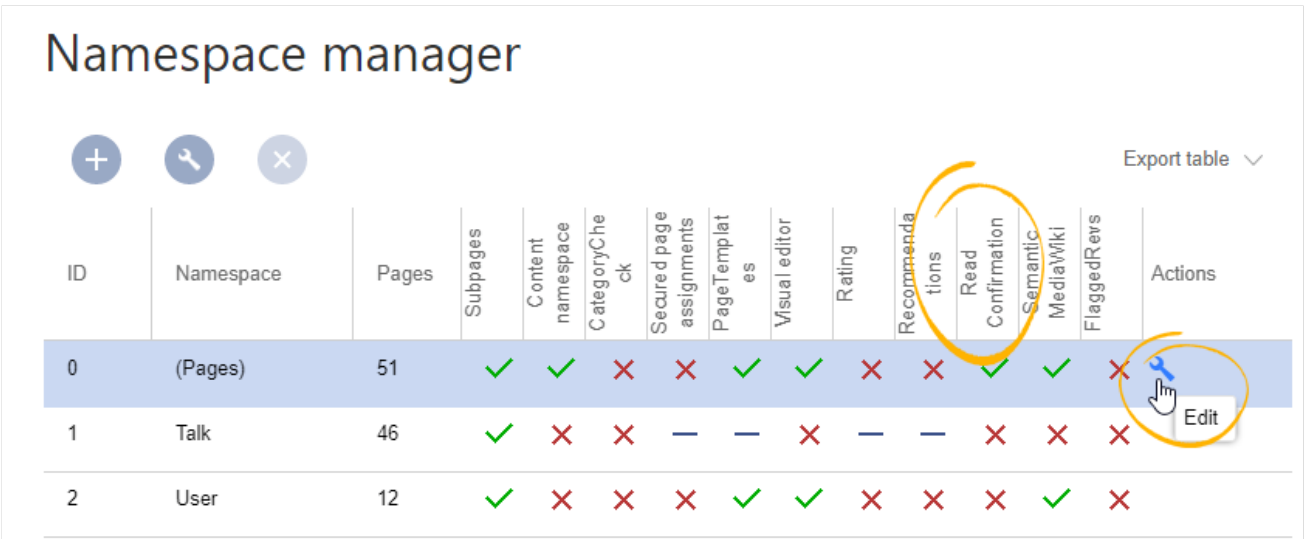
Namespaces can be configured so that a read confirmation is requested from users that assigned to a page when a page has a new version. A confirmation prompt will then appear for all assigned users.

Contents

1 Activating read confirmations 3
2 Confirmation requests 3
3 Administration of read confirmations 3
4 Read confirmations and page approvals 4
5 Related info 4

Activating read confirmations

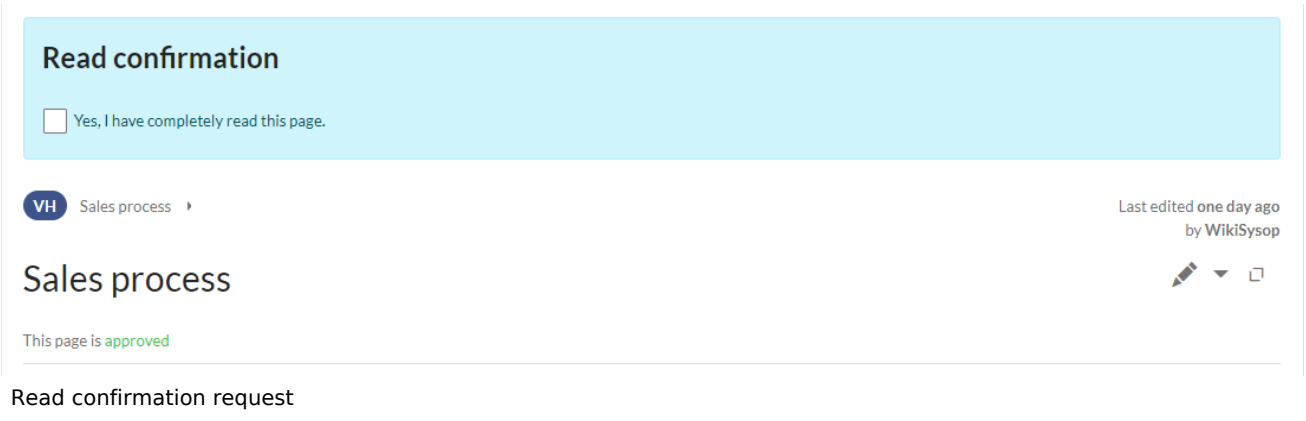
An administrator must enable read confirmations in the Namespace manager:



Namespace manager

Confirmation requests

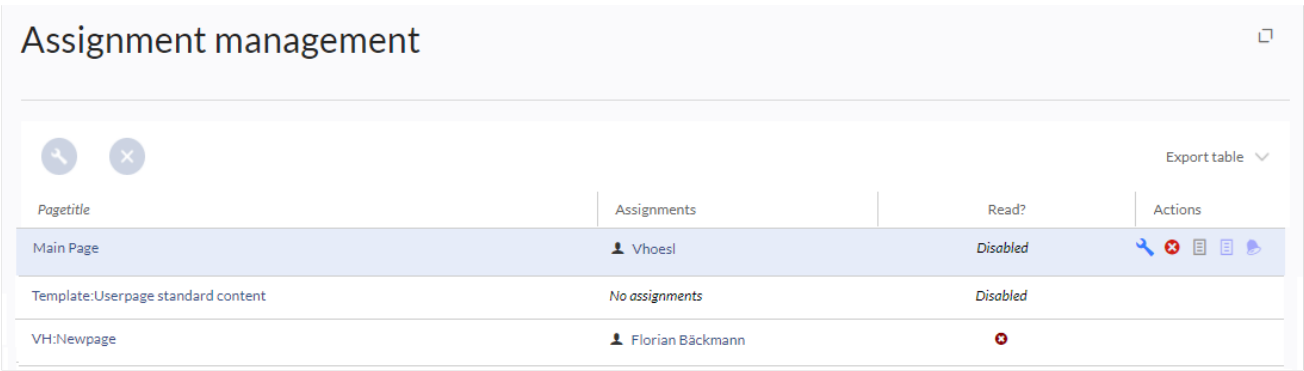
After a page revision, the read confirmation message box is displayed to the assigned users. After checking the "Yes, I have completely read this page" checkbox, the page will be marked as read by this user.



Read confirmation request

Administration of read confirmations

Wiki admins (*admin, maintenanceadmin, structuremanage*r roles) can see an overview of all read confirmations on the Assignments management page.



Assignments manager with read confirmation info

Read confirmation information is shown in the columns *Read?* and *Actions.*

- *Read confirmation not enabled:* BlueSpiceReadConfirmation is not enabled for the namespace to which the page belongs.
- *Not read:* Not all assigned users have read the page.
- Read: All assigned users have read the page.
- *Actions:* In the columns for actions, there are two items related to read confirmations.
  - *(1) Read confirmation log:* Link to the read confirmation log for the page.
  - *(2) Request read confirmation:* Users get a reminder for their read confirmation.
  - *(3) View the status of read confirmations (eye icon):* A list of assigned users and the status of their read confirmations.



Actions

Read confirmations and page approvals

If the approval feature is activated in a namespace at the same time, the read confirmation is triggered when a new draft is created. This can be changed via server configuration so that the read confirmation is required after the draft page has been approved.

Related info

- Page assignments

Technical Reference: BlueSpiceReadConfirmation