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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.

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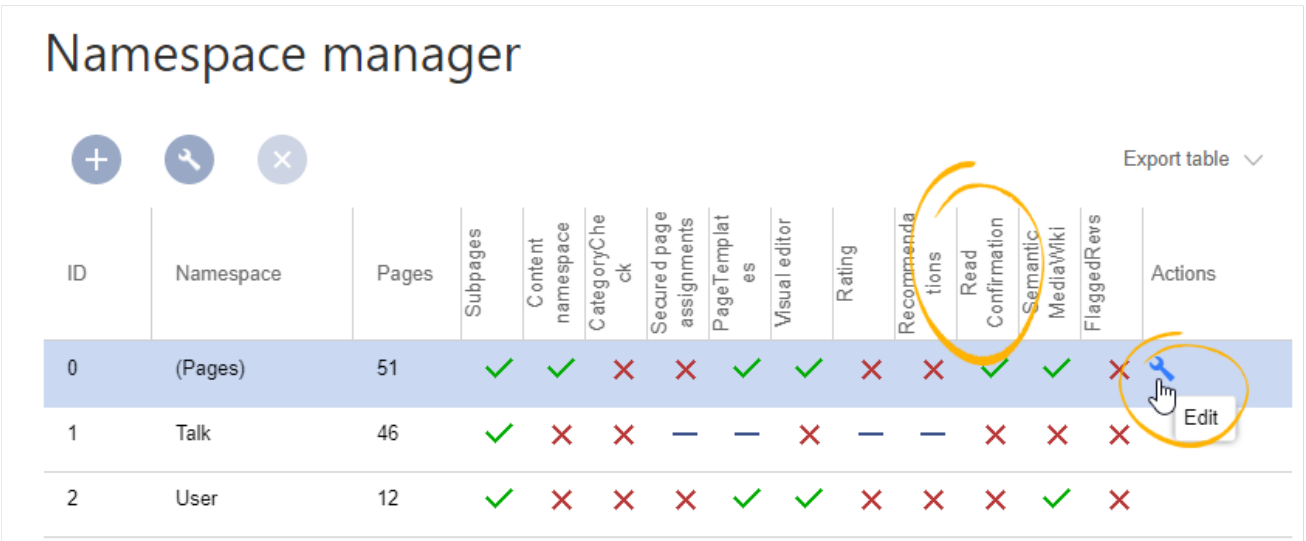
Activating read confirmations

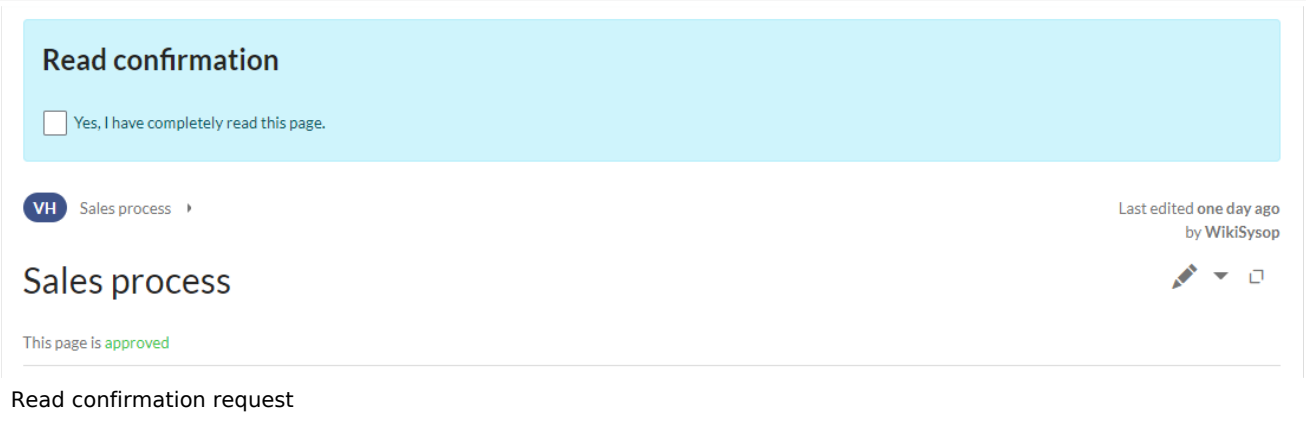
An administrator must enable read confirmations in the Namespace manager:



Namespace manager

Confirmation requests

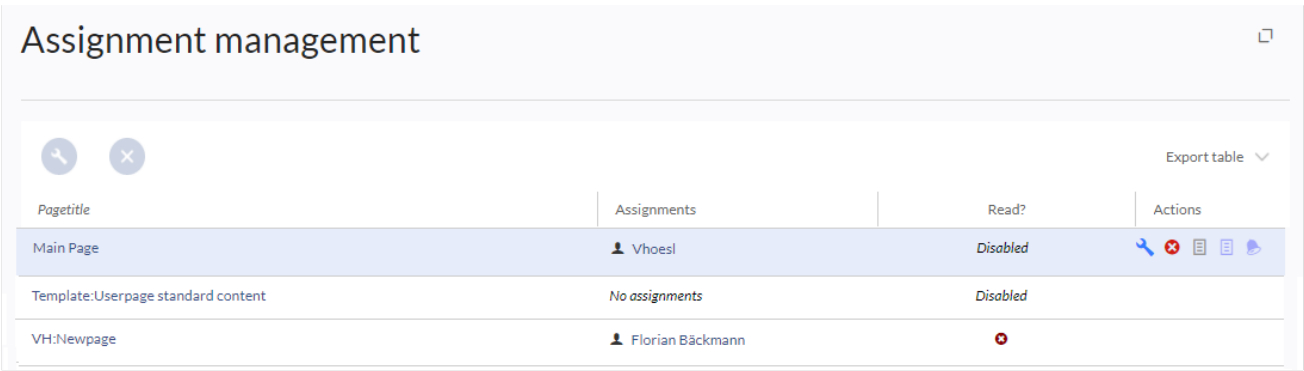
After a page revision, the read confirmation message box is displayed to the assigned users. After checking the "Yes, I have completely read this page" checkbox, the page will be marked as read by this user.



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

Namespace manager

The Namespace manager allows a user with *administrative* rights to create,edit, and delete namespaces and to change the settings of these namespaces.

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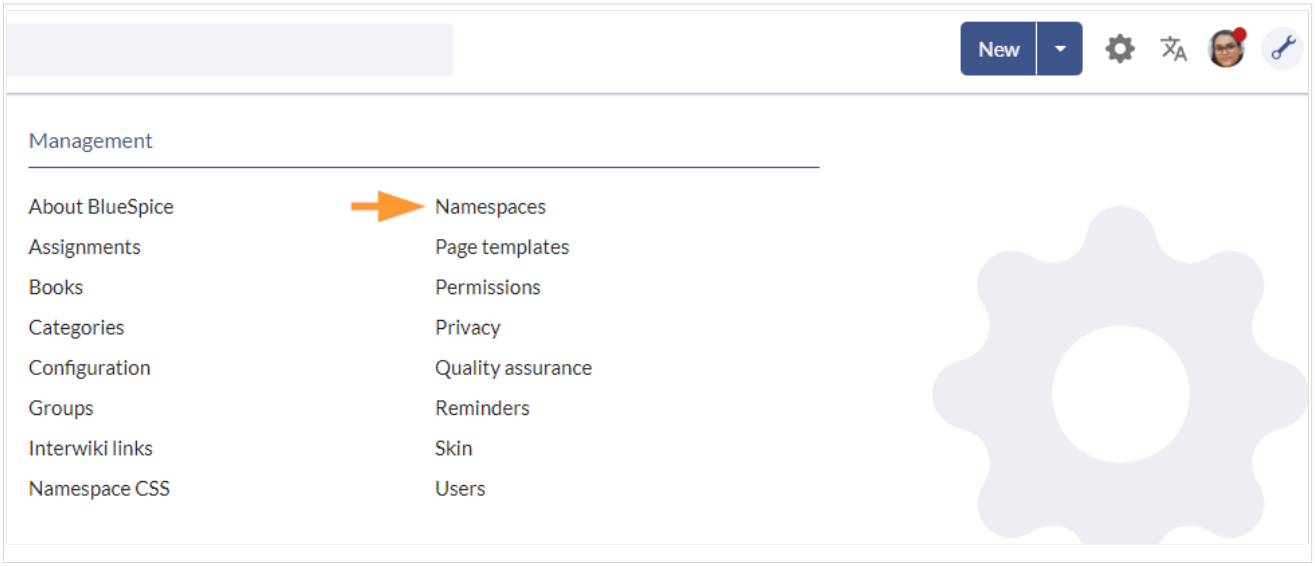
Where to find the namespace manager

The navigation link to the Namespace manager is located under *Global actions > Management > Namespaces*. This link opens the page *Special:NamespaceManager.*

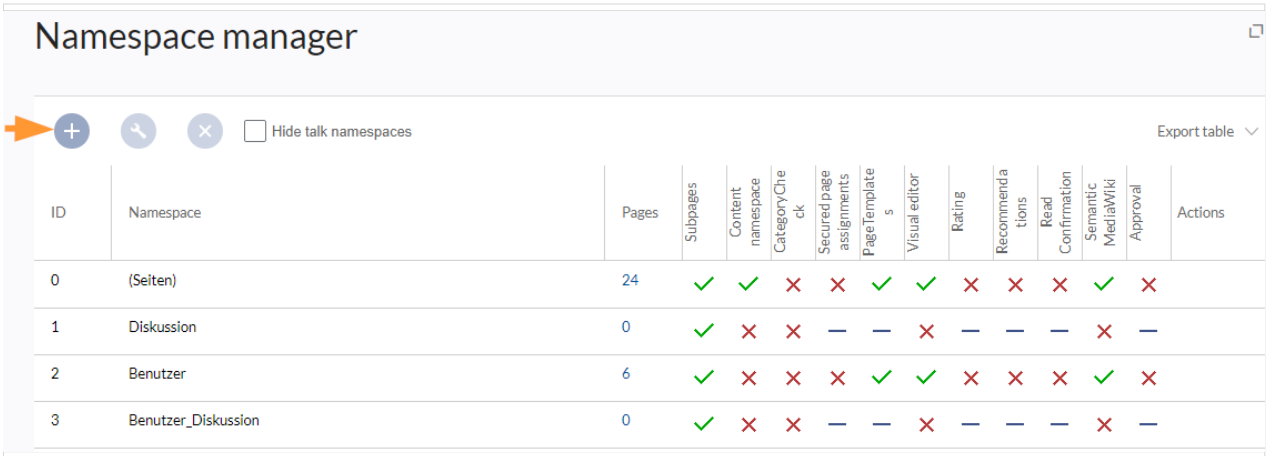


Creating a namespace

Note: If you haven't created namespaces before, familiarize yourself with the concept of namespaces first to understand when it makes sense to set up a namespace. Although it is theoretically possible to create a large number of namespaces, the BlueSpice user interface supports at best a number of 10-30 user-created additional namespaces. If you need more namespaces, consider using several individual wikis or a wiki farm.

To create a namespace:

1. **Click** the "Plus" icon at the top of the page. A dialog opens.



Create a namespace

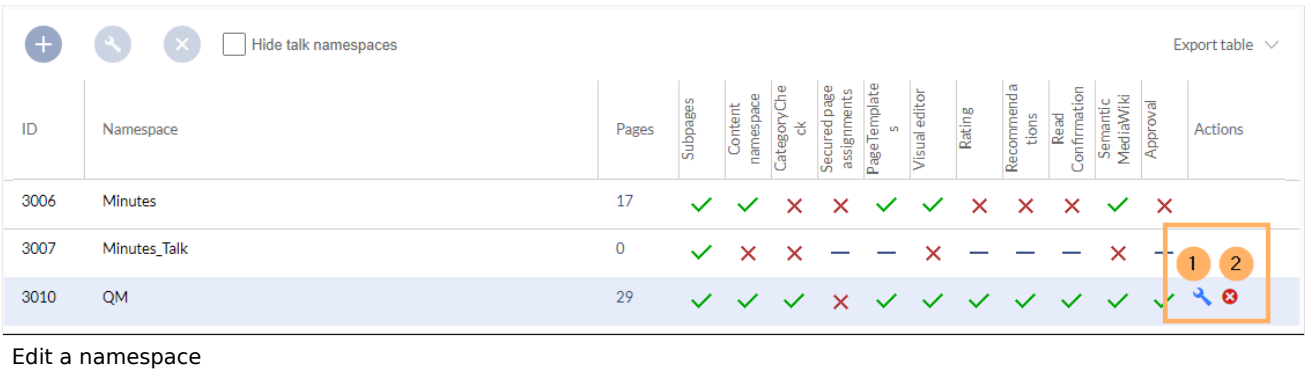
2. **Enter** the name for the new namespace and select the namespace options. Make sure that the name for the namespace is as short as possible, since the name becomes part of the page name of the pages in this namespace. This makes it easier to type in page names, e.g. using search fields in the wiki. Search results and all types of page lists are also displayed more clearly in this way. Examples: QM (for the namespace "Quality Management"), RM (for "Risk Management). Optionally, an alias can also be specified for the namespace. This name can then be used at any time in the wiki instead of the actual name.
3. **Choose** the features you want to activate.
   Usually, the following features are activated: Subpages, Content namespace, PageTemplates, VisualEditor, Semantic MediaWiki.

   Description of the available features:
   - **Subpages:** It is possible to create subpages. If this feature is deactivated the syntax Pagename /withslash does not produce a subpage in the wiki.
   - **Content namespace:** This function determines that a namespace is considered by specific extensions:
     - **Popups:** Popups only appear in content namespaces.
     - **BlueSpiceFoundation:** API for watchlist list is only displayed in content namespaces.
     - **BlueSpiceExtendedSearch:** Content namespaces get a boost and are placed preferentially in the results list.
     - **HitCounters:** Entire function is restricted to content namespaces. Other pages are counted as "0".
     - **ContentTransfer:** Can optionally be restricted to use in content namespaces.
     - **BlueSpiceExtendedStatistics:** Certain namespace selection filters are restricted to this content namespace.
     - **PageForms** (see also:mediawiki.org/wiki/Manual:ContentHandler)
   - **CategoryCheck:** Each time the user saves a page, the save-dialog shows a checkbox to confirm that the users reviewed the categories on the page. This applies to all pages in this namespace and makes sense when a wiki is organized primarily through manual categorization of pages by users.
   - **Secured page assignments:** Only assigned users can edit the page.
   - **PageTemplates**
   - **Visual editor**: Activation of the extension VisualEditor. If this is not activated, the pages can only be edited in source editing mode. If this setting is activated after pages already exist in the namespace, it will take a few minutes for the visual editor to work on the pages.
   - **Rating**: Allows users to rate each page from 1 to 5 stars. An overview page in the wiki shows rated pages sorted by rating.
   - **Recommendations**: Allows users to recommend a page. An overview page in the wiki shows recommended pages by number of recommendations.
   - **Read Confirmation**: Assigned users must mark a checkbox to confirm that they have read the changes to a page.
   - **Semantic MediaWiki**: Activates the link to the page Special:Browse/*<pagename>* in the page tools.
   - **Approval**: New versions of a page are created as drafts. These remain in place until a user with approval rights reviews and approves the page.
4. **Click** *Done*. The namespace is now ready to use.

> **Note:** The corresponding talk namespace for the new namespace is automatically created. This namespace allows users to discuss a page in the wiki on an associated discussions page.

Editing a namespace

A namespace can be edited by clicking on the "wrench"-icon in the table row or above the table when a namespace is selected.



Edit a namespace

When renaming a namespace, all pages in the namespace are automatically renamed as well.

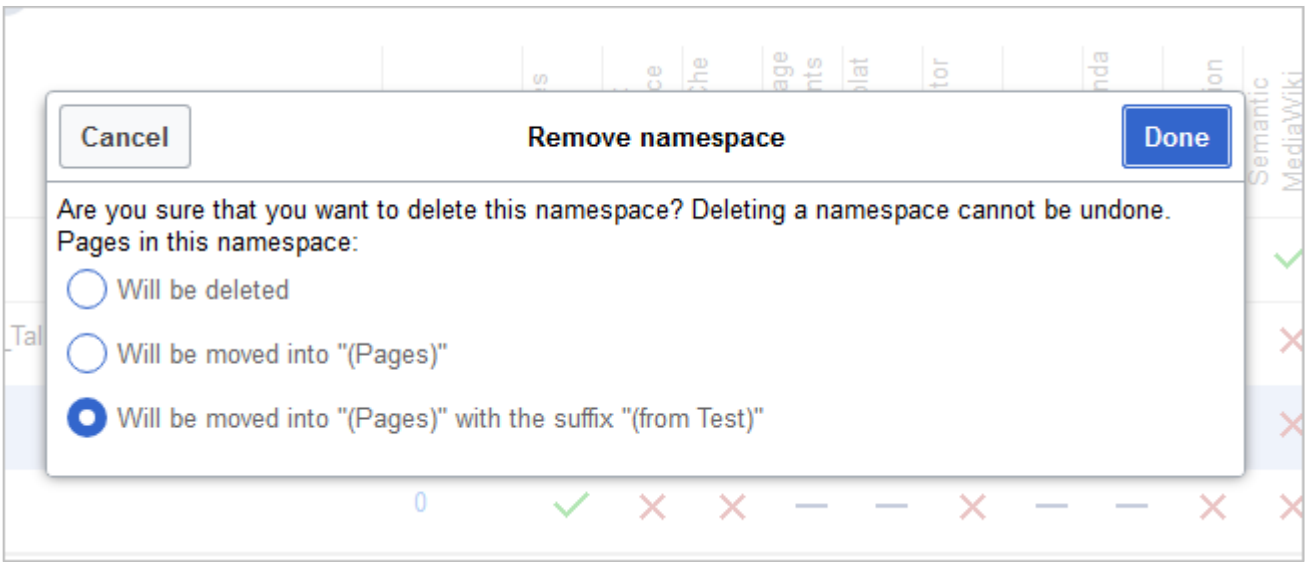
Links to the renamed pages as well as page lists that filter by the original namespace designation are **not** renamed and therefore no longer work.

Discussion namespace names and system namespace names (File, MediaWiki, etc. cannot be changed manually.

Deleting a namespace

Only namespaces created by users can be deleted. The corresponding button (2) is only displayed in such namespaces.

After clicking the delete icon, a dialog box opens.



Deleting a namespace

- *Will be deleted:* deletes the pages in this namespace together with the namespace
- *Will be moved into "(Pages)":* moves the pages of this namespace into the main namespace
- *Will be moved into "(Pages)" with the suffix "(from [namespace name])":* moves and appends the pages with "from [namespace]"

Talk namespaces are deleted with their corresponding namespace and cannot be deleted separately.

Related info

- Reference:BlueSpiceNamespaceManager
- https://www.mediawiki.org/wiki/Help:Namespaces/de
- The concept of namespaces

Technical Reference: BlueSpiceNamespaceManager

Page assignments

With the extension **PageAssignments,** users can be assigned to a page. Assigned users can serve as contacts for a page. In addition, assignments can be used to collect read confirmations. If the optional "Secured page assignments" function is activated in a namespace , only assigned users can edit a page.

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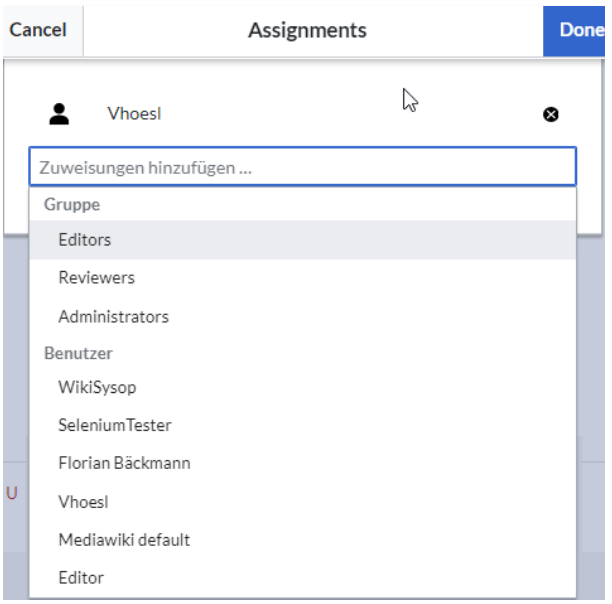
Assigning a page

To assign pages to other users, you need the appropriate rights. These are provided via the roles *reviewer, admin* and *maintenanceadmin*. Assigned users need to have the role *editor* to be able to edit the page they are assigned to. Although users with *read* permissions can be assigned to a page, they cannot make changes to the page.

To assign a user or a group to a page:

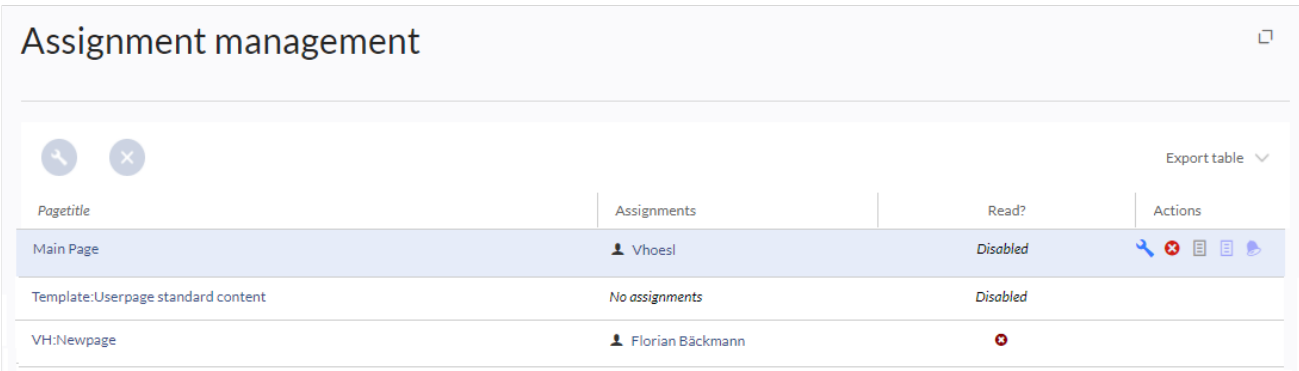
1. **Click** on *Set page assignments* in the page tools.
2. **Type** a user or group name in the assignments text box *Add assignments...*
3. **Click** the *Done* button.
4. **Add** more users or groups (optional).



Assignments dialog window

Assignments management

Users in the *reviewer* role can see a list of all pages that have assignments. This page (*Special: ManagePageAssignments*) can be loaded from the navigation menu under *Global actions >Management > Assignments.*



Assignments manager

Possible actions

For page assignments:

(1) Change assignments (wrench icon)

(2) Delete assignments (delete icon)

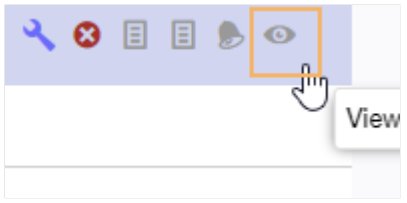
(3) View assignments log (first page icon)

For read confirmations (if activated in the namespace of the page):

(4) Read confirmations log (second page icon)

(5) Request read confirmation (bell icon)

(5) View the read confirmation status for a page (eye-icon)



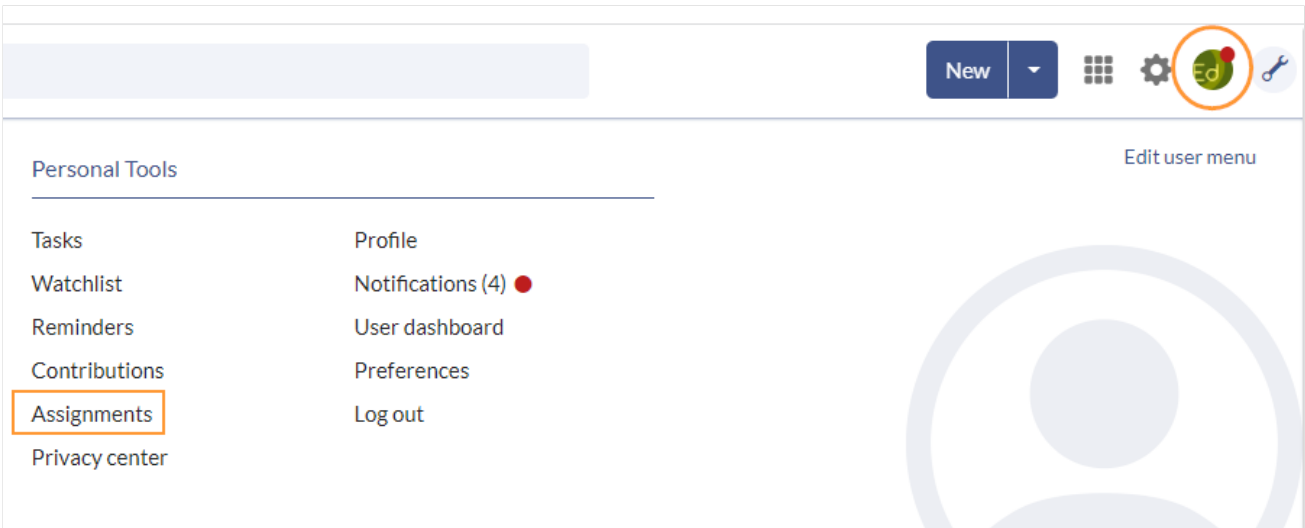
view the read confirmations status for a page

Secured page assignments

In the namespace manager you can configure that page assignments are secured. If a page is created in such a namespace, the page is only editable for users that are assigned to this page. This means that every new page should be created by a user with r*eviewer* or admin *rights*, because only these roles have the necessary rights to make the assignment. If a page is created in this namespace by a user with *edit* rights, this page cannot be edited further by this user, unless he/she is assigned by a user with the necessary permissions.

My assignments

Users can view their own page assignments by clicking on "Assignments" in their personal menu.



My assignments

Related info

- Reference:BlueSpicePageAssignments
- Request read confirmations from assigned users

Technical Reference: BlueSpicePageAssignments

Technical Reference: BlueSpicePageAssignments

Reference:BlueSpiceReadConfirmation

Extension: BlueSpiceReadConfirmation

all extensions

Overview			
Description:	Extension to collect read confirmations for a page		
State:	stable	**Dependency:**	BlueSpice
Developer:	HalloWelt	**License:**	GPL-3.0-only
Type:	BlueSpice	**Category:**	Quality Assurance
Edition:	BlueSpice pro, BlueSpice Farm, BlueSpice Cloud	**Version:**	4.1+
View user help page			

Features

ReadConfirmation asks for confirmation that a page has been read by users who have a page assignment for that page.

When the feature is enabled for a namespace through the NamespaceManager, users who are assigned to a page see a checkbox at the top of the page. By clicking the checkbox, they confirm that the page has been read.

Page approval and read confirmation

If a namespace has the feature Approval activated at the same time, the read confirmation is triggered if a new draft page has been created. This can be changed server-side using LocalSettings.php. If a read confirmation should be triggered after the page has been approved and not when the draft is created, the following setting needs to exist:

```
$GLOBALS['bsgReadConfirmationMechanism'] =
"\\BlueSpice\\FlaggedRevsConnector\\ReadConfirmation\\Mechanism\\PageApproved::
factory";
```

Technical Information

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

Requirements

MediaWiki: 1.36.0
BlueSpiceFoundation: 4.1

- BlueSpicePageAssignments: 4.1

Integrates into

- BlueSpiceDiscovery
- BlueSpicePrivacy
- UnifiedTaskOverview

Special pages

Permissions

Name	Description	Role
readconfirmationremind	Remind users that they have to confirm to have read the page	admin, maintenanceadmin
readconfirmationviewconfirmations	View the status of read confirmations	admin, maintenanceadmin, structureadmin

Configuration

Name	Value
Mechanism	'BlueSpice\\ReadConfirmation\\Mechanism\\NonMinorEdit::factory'
PageApprovedReminderDelay	168

API Modules

- bs-readconfirmation-tasks

Hooks

- BSApiExtJSStoreBaseBeforePostProcessData
- BSApiNamespaceStoreMakeData
- BSPageAssignmentsManager

- BSPageAssignmentsOverview
- BSPageStoreDataProviderBeforeAppendRow
- BeforePageDisplay
- LoadExtensionSchemaUpdates
- NamespaceManager::editNamespace
- NamespaceManager::getMetaFields
- NamespaceManagerBeforePersistSettings
- PageSaveComplete
- SkinTemplateNavigation::Universal
- StandardDialogsRegisterPageInfoPanelModules
- UnifiedTaskOverviewGetTaskDescriptors
- UserMergeAccountFields

Accessibility

Test status:	2-testing complete
Checked for:	Web
Last test date:	2022-08-08
WCAG level:	AA
WCAG support:	supports
Comments:	Screenreader: small issue in NVDA (works in JAWS): warning box heading is not announced, because focus is on input box. Therefore, there is a minor lack of context. erm:25475
Extension type:	core
Extension focus:	reader