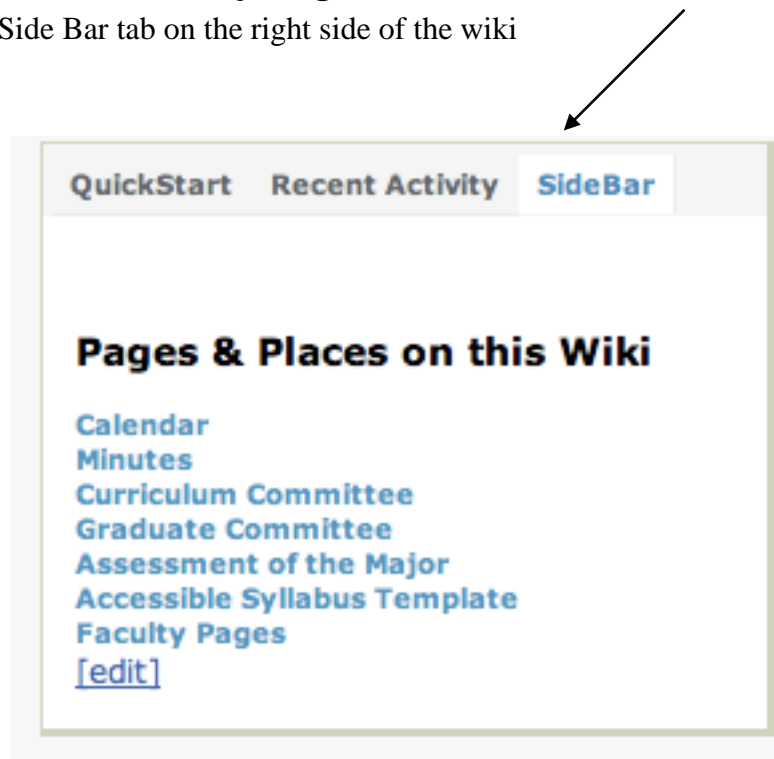


Using a PBWiki Page

Hint: Firefox as it is the suggested browser to use while editing a pbwiki.

To Access Your Faculty Page:

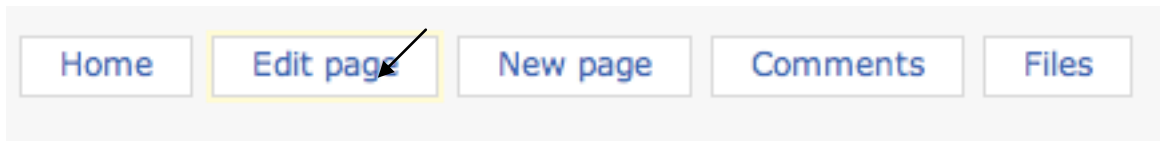
Click on the Side Bar tab on the right side of the wiki



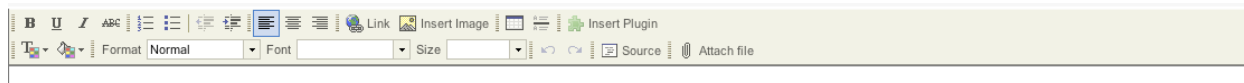
- Select Faculty Pages
- Select your name

To Edit the Page:

- click on Edit page as shown:



Hint: There are two modes to edit wikis, Point and Click and Classic Mode. The Point and Click toolbar in PBWiki is similar to the toolbar in html editors and the Microsoft Office suite. The Classic Mode has less features and is more difficult to use. Use Point and Click mode. The toolbar will appear as follows:



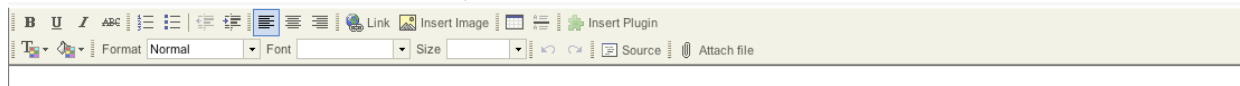
To Add Text

- Click in the space and begin to type.
- Experiment with the first line of tools, Bold, Underline, Italics, bullets, numbered list, and alignment
- Experiment with the second line of tools, text color and background color, font, format, and size

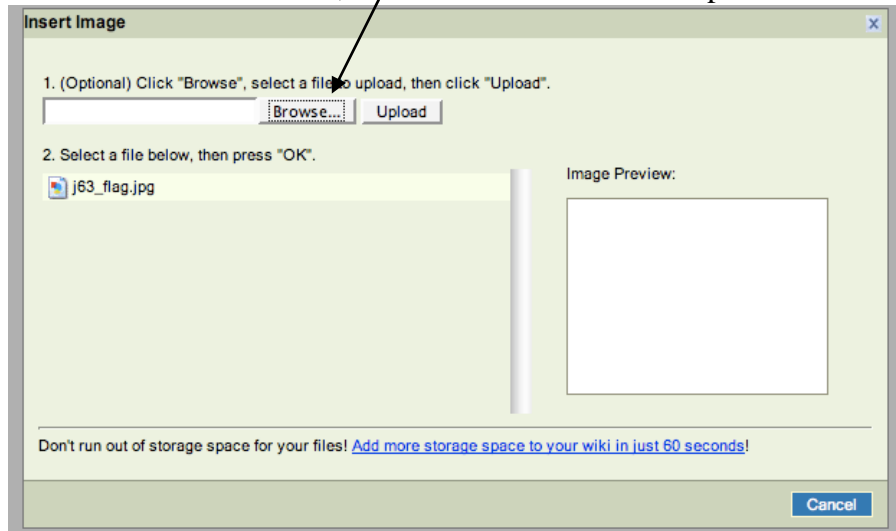
Hint: Just as in Word, the text must be highlighted before the action will be completed.

To Add a Picture to the page:

- Choose Insert Image from the first line of tools as shown:



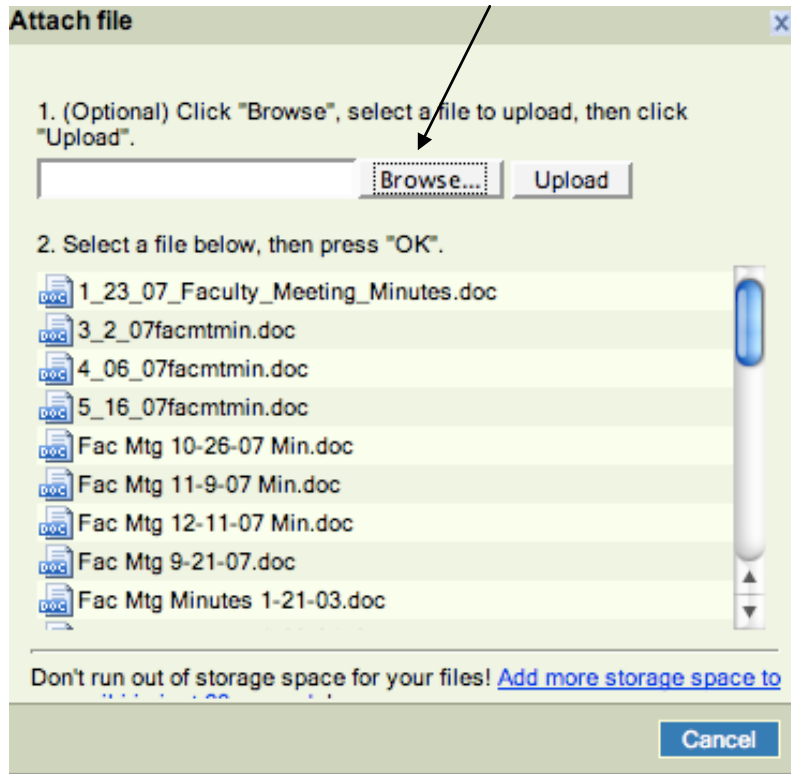
- At the next screen, select browse and choose a picture from the My Pictures Folder.



- Now click upload.
- To move the picture around on your page, select the picture in the middle and drag the picture in the window.
- Try the alignment tools with the picture.

To Attach a Document:

- Choose the Attach file icon on the far right of the first line of tools
- Choose browse as shown below:



- Select the 1_23_07_Faculty_Meeting_Minutes.doc or another file from the list.
- If you wanted to add a new file to the list, simply browse to the file and upload the file in the same manner in which you uploaded the picture file.

Add a Hyperlink to a URL:

- Choose Link from the first line on the toolbar
- At the next dialogue box, pull down on the tab under Link Type to URL as shown below:

The screenshot shows a dialog box titled "Link" with a close button (X) in the top right corner. Below the title bar is a tab labeled "Link Info". The main area of the dialog contains the following fields:

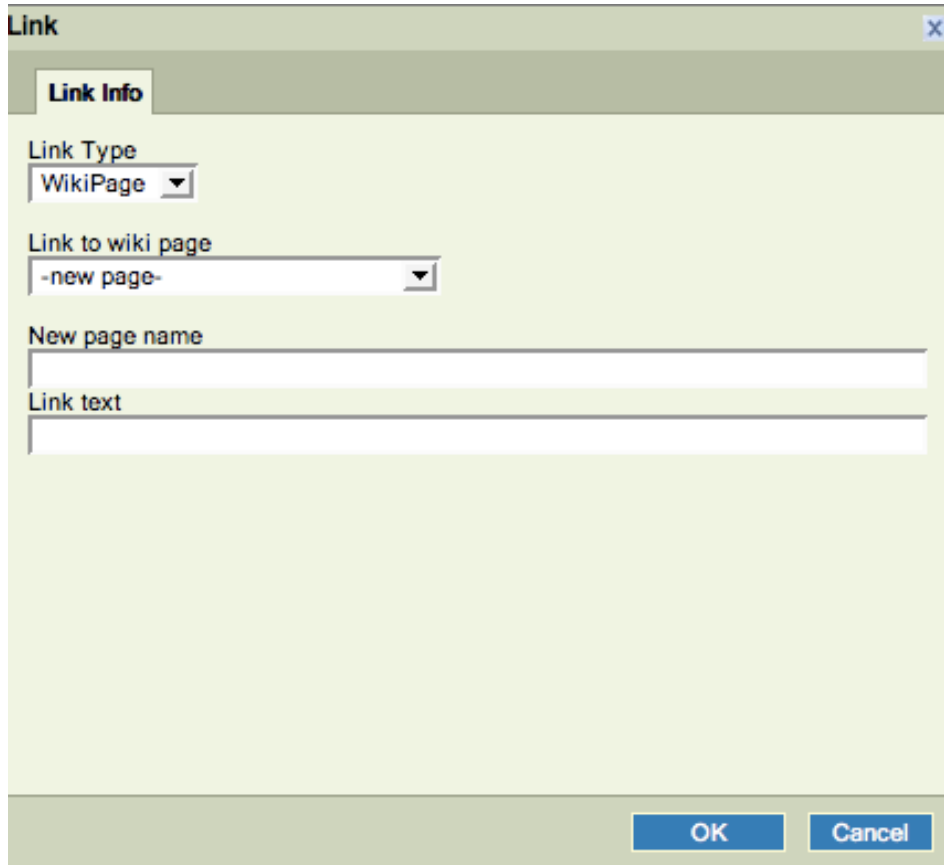
- Link Type:** A dropdown menu currently set to "URL".
- Protocol:** A dropdown menu currently set to "http://".
- URL:** A text input field containing the text "URL".
- Link text:** An empty text input field.

At the bottom right of the dialog, there are two buttons: "OK" and "Cancel".

- Type www.sjsu.edu/cfd/events in the space provided under the word, URL.

Add a Hyperlink to Another Page in the Wiki

- Choose Link from the first line on the toolbar
- At the next dialogue box, pull down on the tab under Link Type to Wiki Page as shown below:



The screenshot shows a dialog box titled "Link" with a close button (X) in the top right corner. Below the title bar is a tab labeled "Link Info". The dialog contains the following fields:

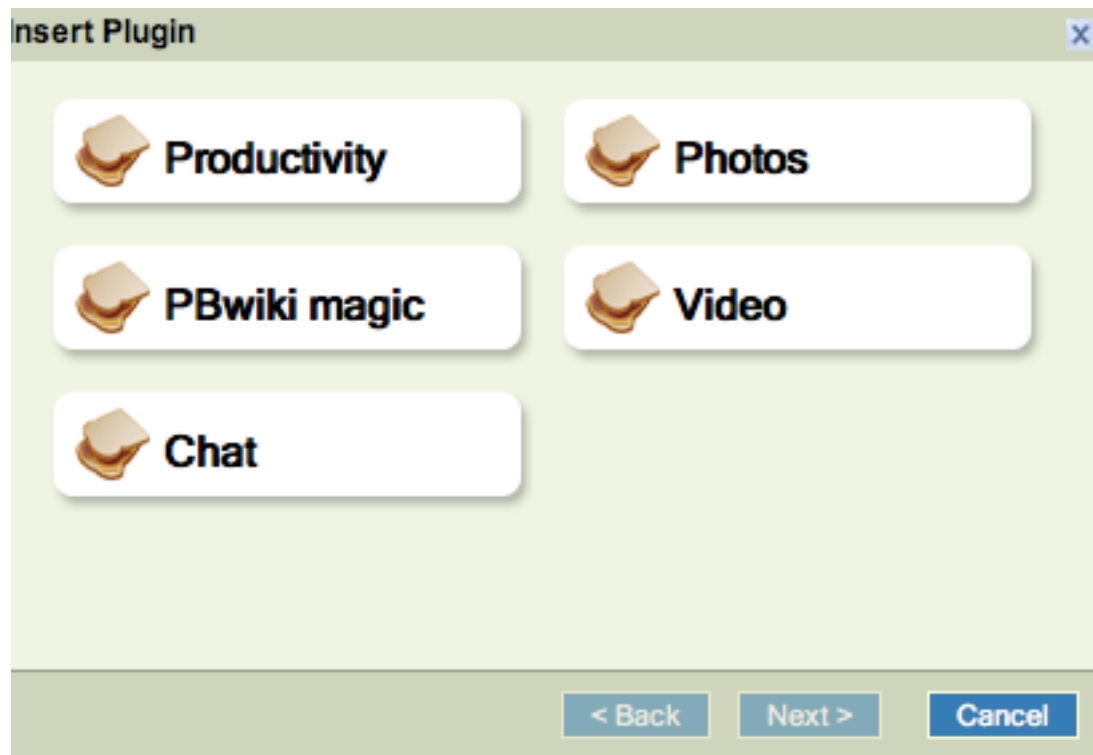
- Link Type:** A dropdown menu currently showing "WikiPage".
- Link to wiki page:** A dropdown menu currently showing "-new page-".
- New page name:** An empty text input field.
- Link text:** An empty text input field.

At the bottom of the dialog, there are two buttons: "OK" and "Cancel".

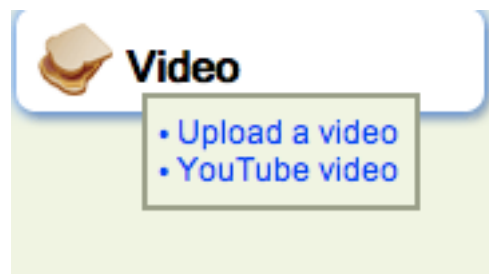
- Choose Calendar or another file from the list of wiki pages available.

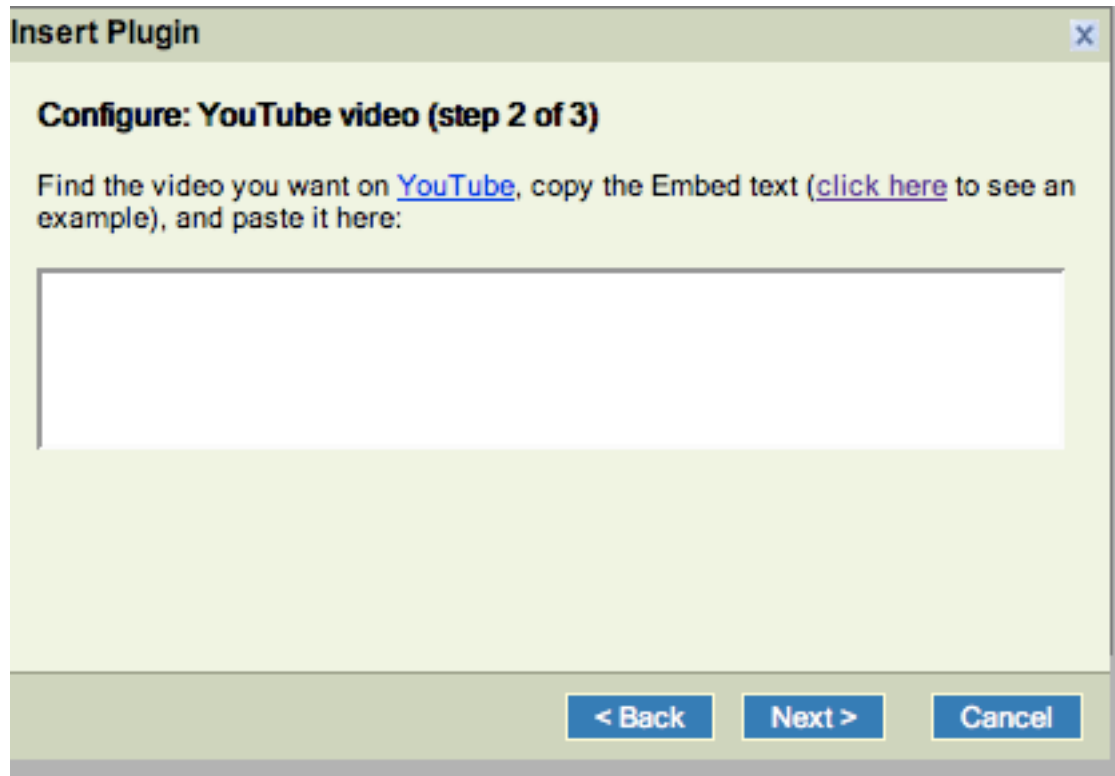
Add video from YouTube

- Choose Insert Plugin from the first line of the toolbar
- Choose Video from the list
- At the next dialogue box, choose Video as shown below:



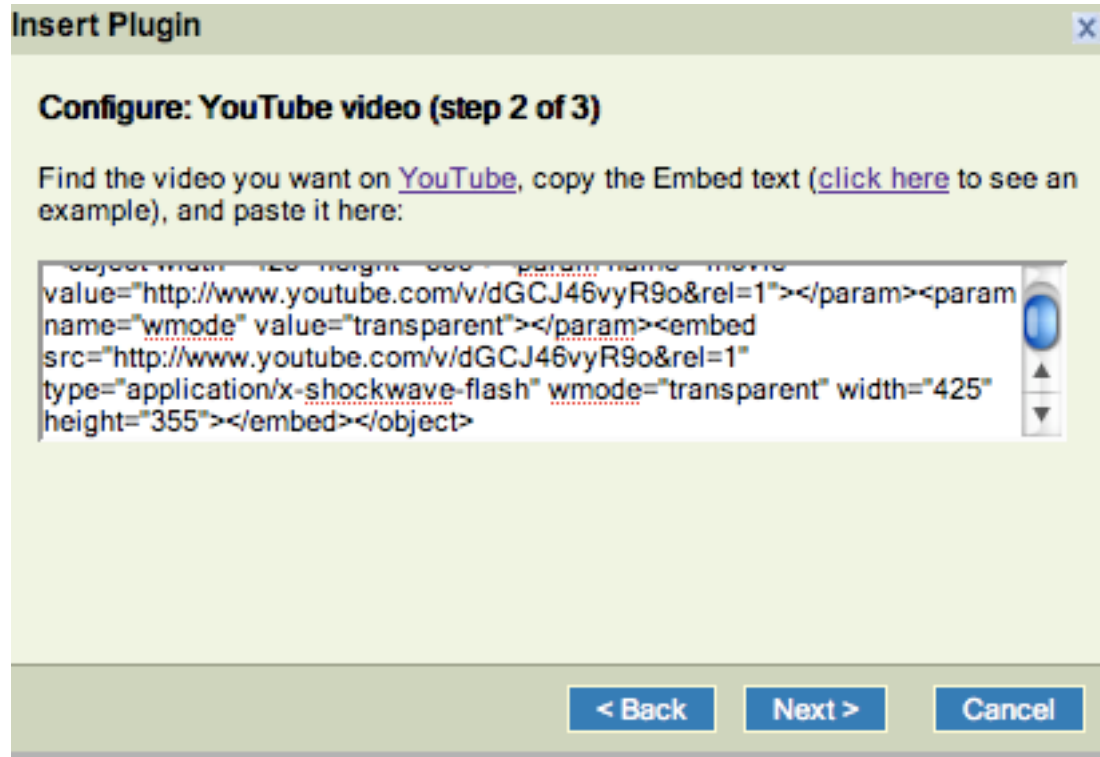
Choose YouTube video from the choices presented





- Navigate to <http://youtube.com/watch?v=dGCJ46vyR9o>
- At the top, to the right of the video, copy and paste the text found in the Embed box as shown below:

- Paste this information in the wiki dialogue box as shown below:



- Click Next and then
- Click Finish
- Save the page
- View the Movie