Wiki Workshop

How to edit, create, & use the SoA website as a resource

What we'll cover today

ABOUT THE WIKI

- Site structure + official Schoolmanaged pages
- Wiki content types
- Wiki user types

CREATING ON THE WIKI

- How to create a new page
- Ensuring digital accessibility
- A brief intro to wiki modules
- Formatting in Markdown

SCREENSHARE Q&A

About the wiki: structure

Wiki basics

module-based, multi-author platform

- Originally created in 2007 as the School of Art's <u>first website</u>, built by <u>Linked</u>
 by Air, led by Senior Critic in Graphic Design, Dan Michaelson
- Updated in 2019 to meet WCAG 2.0 accessibility standards
- Graphic templates designed and programmed by Tamara Maletic and Dan Michaelson together with Takashi Okamoto
- Programmed using Ruby on Rails
- Text formatted via Markdown

Current site structure

developed in 2019 to lead users to the right places based on audience

Top-level sections:

- About the School
- Apply to the School
- Gallery
- Publications
- News
- Events

art.yale.edu/sitemap

Public resource pages

About the School

audiences: general public, current & prospective MFA students

- Mission Statement
- Study Areas
 - Graduate Study Areas
 - Graphic Design
 - Painting and Printmaking
 - Photography
 - Sculpture
 - All-School/Interdisciplinary
 - Critical Practice
 - Undergraduate Studies in Art
 - Summer Programs
 - People
 - Faculty and Staff
 - Current Students
 - Alumni
 - Friends of the School

Resources for Faculty & Students

- Academic Calendar
- Student Resources
- Courses
- Facilities
- Financial Aid
- Housing
- Visiting
- Facilities
- Support the School
- Contact
- History
- About this Site

Apply to the School

audience: prospective MFA students

- Graduate Admission
 - Portfolio Requirements
- Financial Aid
 - Tuition, Fees, & Cost of Attendance
- Graduate Study Areas
 - Graphic Design
 - Painting and Printmaking
 - Photography
 - Sculpture
 - All-School/Interdisciplinary
 - Critical Practice

- Courses
- Housing
- Brochures and Documentation

Public resource pages

audience: everyone!

- Gallery
 - Visiting
 - Open Studios
- Publications
- News
- Public Events

sitemap pages = official School information* everything else = community-owned & operated

*backgrounds and content can often be added to these pages by any registered user, but certain modules are restricted to faculty/staff editing

About the wiki: content & user types

Wiki content types

SPECIAL CONTENT TYPES

Can be edited by faculty/staff only

- Instructors
- Courses
- Users

OPEN CONTENT TYPES

For use by all community members

- Pages
- Modules

Wiki user types

STAFF/FACULTY/ADMIN

- Registered
- Admin
- Faculty
- Staff

STUDENTS, FACULTY, & ALUMS

- Registered
- Alum*
- GradStudent
- Student (UG)

^{*}Alums must request to have their wiki editing access reinstated after graduation

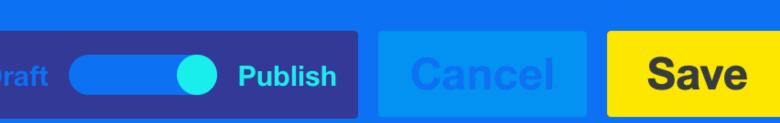
Creating on the wiki: Making new pages

Creating new wiki pages

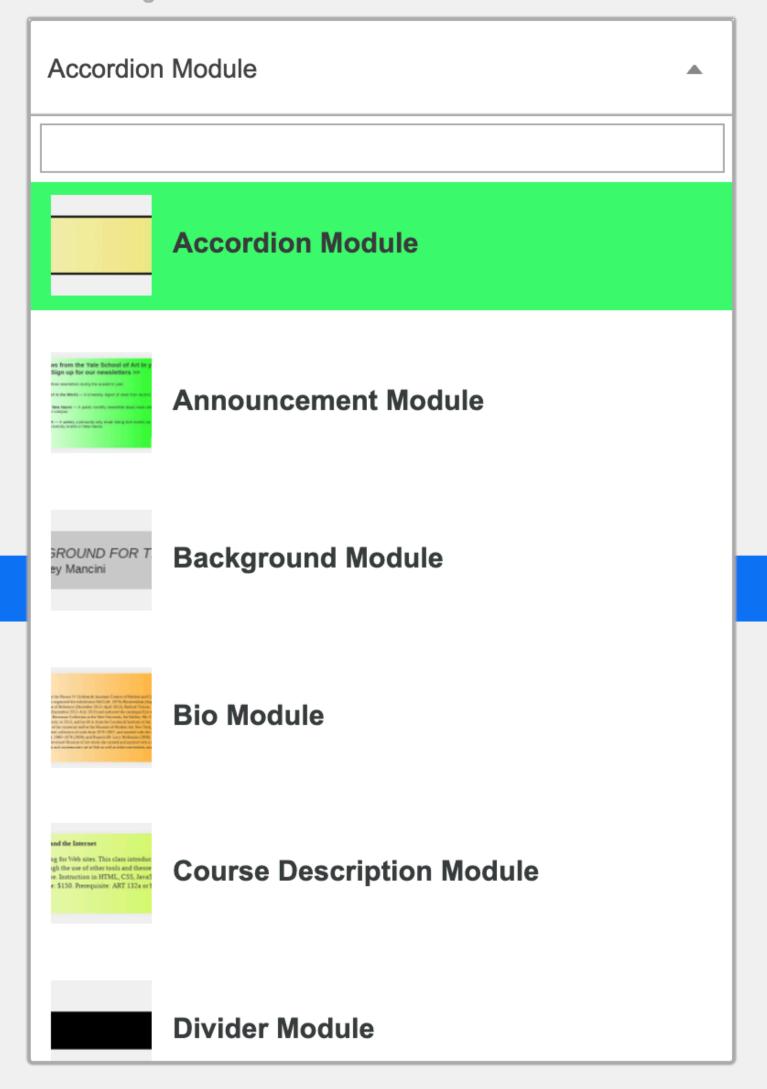
Wiki quirk: no "Create a page" button

- Go to art.yale.edu and log in, then add a slug to "art.yale.edu/my-new-page" wherever you'd like your new page to live on the site (preferably, the slug is directly related to your page title in some way)
- If you are already logged in, going to art.yale.edu/any-page-that-doesn't-already-exist will automatically load the "Create a Page" option for that URL
- If a front end page—instead of an empty "Create a Page" backend page, loads, unfortunately that means that slug is already taken and you must find an untaken one.
- If you'd like to create a page where one already exists but appears not to be in use, feel free to click "Edit this page" and make that page your own.

You are editing Mynewpage



Add a Magic Module



art.yale.edu/yourslug art.yale.edu/yourslug/new

Making your new page accessible

Title module first, then content with alt tags!

- The first module placed on any new page should be a **Title Module with Prominence: 1** this serves as the title of your page and should be related to the slug you chose
- Use modules to add content to the page, but:
 - Delete the automatically-imported "alt text" for any background images
 - Write alt text for any images placed within the page
 - Keep your titles in order (don't skip from "Prominence 1" to "Prominence 3" in your Title Modules for example)

Creating on the wiki: Modules

Module types

- Accordion Module
- Announcement Module
- Background Module
- Bio Module (applies to Instructors only)
- Course Description Module
- Divider Module
- Email Address Module

- File Module
- Image Grid Module
- Jump Links Module
- Page Footer Module
- Page Header Module
- PHP Highlighter Module
- Scrolling List Module
- Scrolling Text Module

- See Also Module
- Sidebar Module
- Single Image Module
- Slideshow Module
- Title Module
- Transparent Image Module
- Verbatim Module

Example pages

- Accordion Module = Knowledgebase
 - art.yale.edu/knowledgebase
- File Module = UG Thesis Show Archive
 - <u>art.yale.edu/about/study-areas/undergraduate-studies/undergraduate-thesis-show-archive</u>
- Jump Links Module = Photo Pop Up Lecture Series archive
 - art.yale.edu/photo-pop-up-lecture-series
- Verbatim Module = School of Art in the World
 - art.yale.edu/soa-in-the-world

Grid structure & rearranging modules

- The basic grid of the site has four columns
- Each column is 170px wide
 - at around 870 pixels wide, the structure shifts from four to two columns: 1-column content becomes 2 (responsive!)
- Every module is assigned a column width to create this structure

- If you want to change the order of the modules on a page:
 - click on the gray up or down arrows to the left of the module, to the place where you want it to appear on the page
 - click "Done" to save your changes

Creating on the wiki: Formatting in Markdown

Markdown formatting basics

HTML also (usually) works throughout the site

try surrounding your content with <html> tags if you're having trouble

Headings:

- # Heading 1
- ## Heading 2
- ### Heading 3, etc.

Block quotes / indentions:

- > Indented text
- >> Doubly indented text

• Lists:

- Use numbers followed by periods to create ordered lists
- Use dashes (-), asterisks (*), or plus signs (+) to create unordered lists. Add more than one dash or asterisk to create a nested list

Markdown formatting basics, cont.

Italics

 Surround text that you'd like to render as italic with a single asterisk.

Bold

 Surround text that you'd like to render as bold with two asterisks.

Links

• [Link title](http://www.url.com)

URLs & email addresses

 To quickly turn a URL or email address into a link, enclose it in angle brackets <mywebsite.com>

https://www.markdownguide.org/basic-syntax/

Wiki quirks

- You need a line break to create a new paragraph
- Use to create larger text without using a Header/Title Module
 - important to remain WCAG compliant!
- Place your content where it belongs to begin with—or reorder content in either small, or very large groups

 Include images in Scrolling Text Modules using HTML *with* alt text:

• Bugs:

- /MyName ≠ /my-name
- "Support blowup" option on Single Image Module
- "Recent Changes" page

"Editing the Wiki" basics:

https://www.art.yale.edu/about/about-this-site/a-guide-to-magic-modules/

Wiki resources on the wiki

https://www.art.yale.edu/about/about-this-site

Ensuring digital accessibility:

https://www.art.yale.edu/about/about-this-site/ensuring-digital-accessibility

Wiki modules examples:

https://www.art.yale.edu/hello

More general digital resource: https://yale.box.com/v/SoADigitalCitizenshipToolkit

Screenshare Q&A