

# A quick guide to getting a wiki for your class

First – watch this guide which tells you a little more about wikis;  
<http://commoncraft.com/video-wikis-plain-english>

Visit an example wiki here; <http://thinkbank.wikispaces.com/>

To sign up with WikiSpaces, go to their special area for teacher wikis

<http://www.wikispaces.com/site/for/teachers>

This should give you a free wiki that does not have adverts on it.

To sign up, enter a username, password and email address

**Join Now**  
Fill in the fields below and you are done.

- 1. Username**
- 2. Password**
- 3. Email Address**   
We will not spam or share your email address.
- 4. Make a Wiki?**  Yes  No  
Create a wiki now or after you join.
- 5. Wiki Name**   
Choose a name between 3 and 32 characters long.
- 6. Wiki Permissions**  
 **Public (free)**  
Everyone can view and edit your pages.  
 **Protected (free)**  
Everyone can view pages, only wiki members can edit them.  
 **Private (free for educators otherwise \$5/month)**  
Only wiki members can view and edit pages.
- 7. Educational Use**  **I certify this wiki will be used for K-12 education.**  
We may contact you via email to verify use.

[Terms of Use](#)

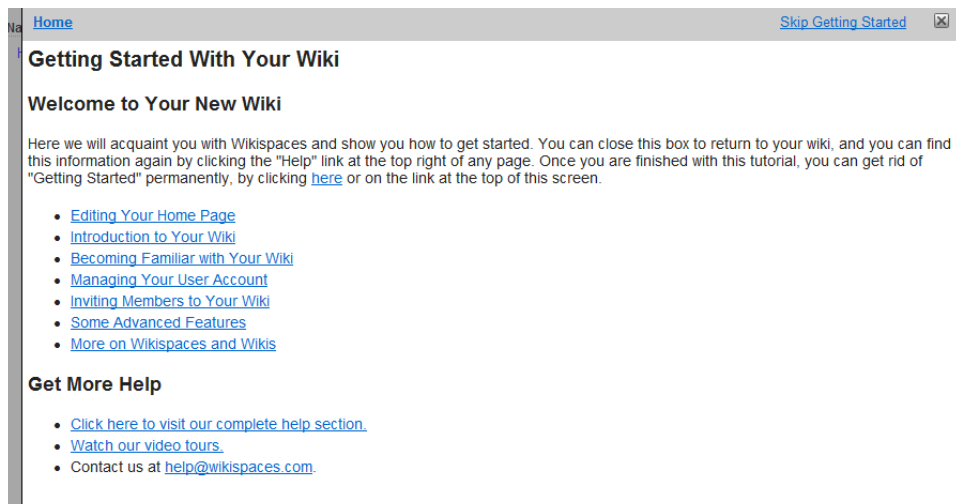
Give a name for your wiki. This will form part of the wiki's web address

Choose **public** if you want anyone to be able to edit it.

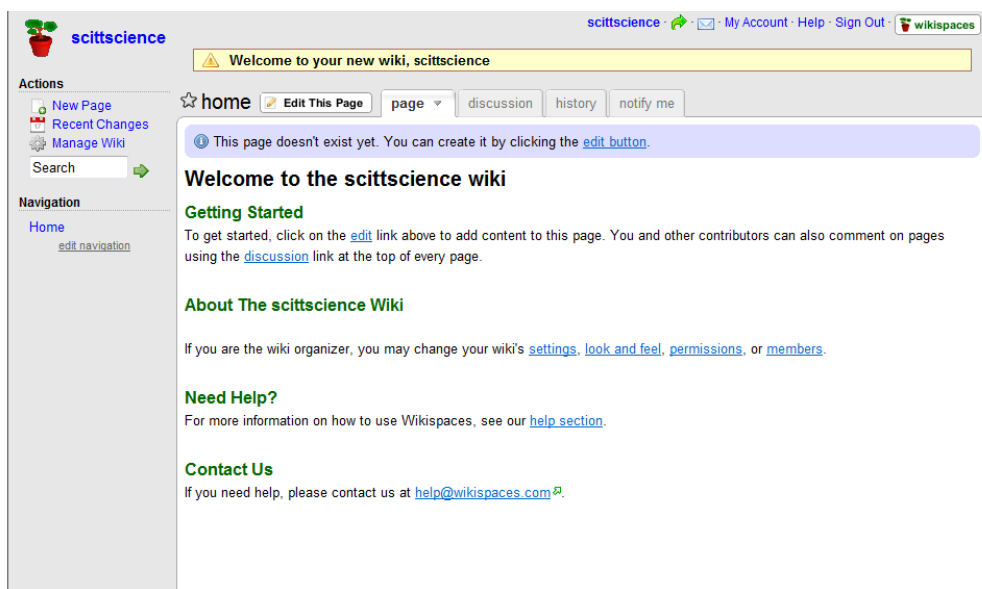
Choose **Protected** if you want to set it so that only registered members can edit it.  
(recommended)

Check the box that certifies that you will use this for education

Then click on the **Join** button

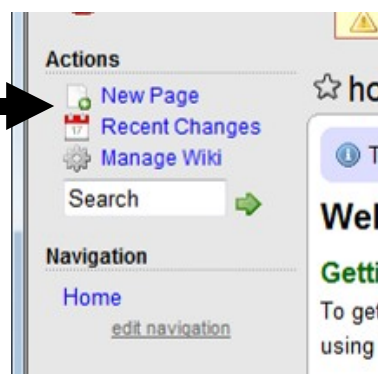
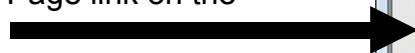


A **Getting Started Guide** may pop up. You can follow the links to find out more, or close this panel down. Get it back by clicking on the **Help** link in the top right corner of the screen.



This is your new wiki. You can add pages and content very easily.

Add new pages to your wiki by clicking on the New Page link on the top left



Enter a name for your new page, and click **create**

Enter the name of your new page

More stuff

Your new page will be created at:

<http://thinkbank.wikispaces.com/More%20stuff>

**Create** [Cancel](#)

Type in the content of your new page here

Add your content to this page. You don't have to add anything now, you can always edit and add/amend content at any time if you wish.

Make sure you click on **Save** when done.

Optional: a note about this edit for the page history log

Optional: tags for this page, separated by commas

Save Draft Text Editor Preview **Save** [Cancel](#)

Note that the content you create on <http://thinkbank.wikispaces.com> is licensed under the [Creative Commons Attribution Share-Alike 3.0 License](#). Please only submit content that you write yourself or that is in the public domain. Learn more about our [open content policy](#).

The text editor toolbar gives you basic editor functions – such as bold, italic underline.

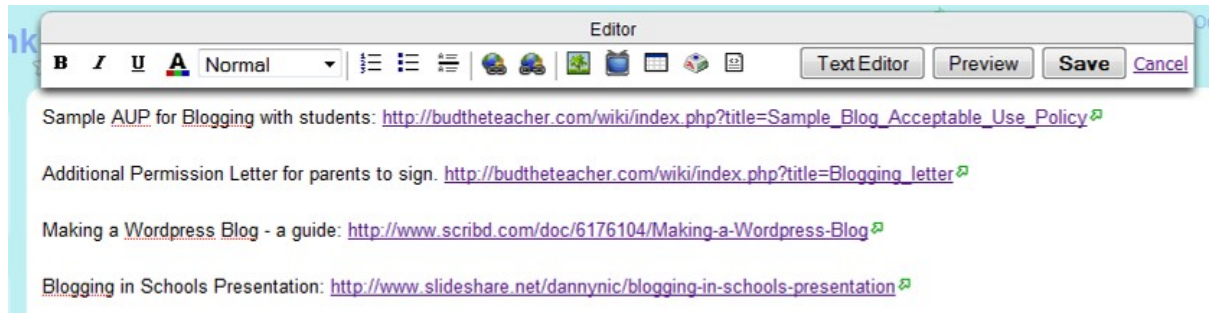
There are also buttons here to add hyperlinks, images and videos.

**DON'T FORGET TO CLICK SAVE WHEN YOU ARE DONE!!!**

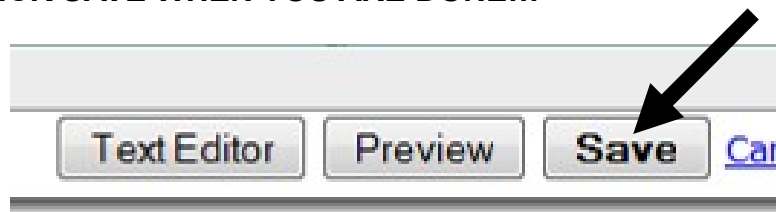
You can edit any page of your wiki, at any time, by clicking on the Edit this Page button.



This will put the page into edit mode, where you can make any changes

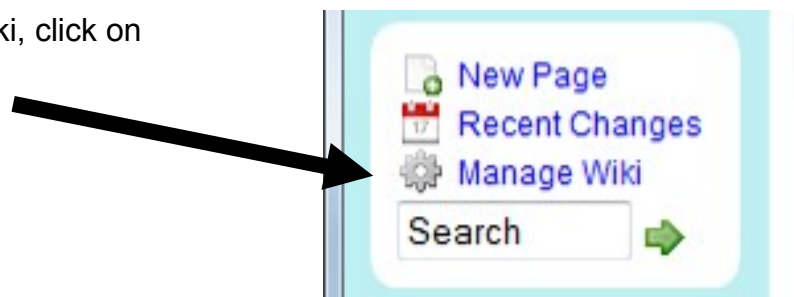


Then....**CLICK SAVE WHEN YOU ARE DONE!!!**



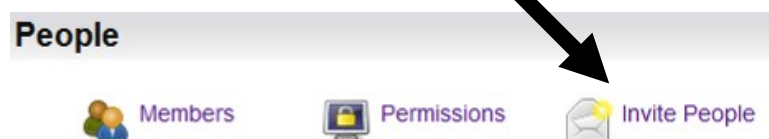
## Managing your Wiki

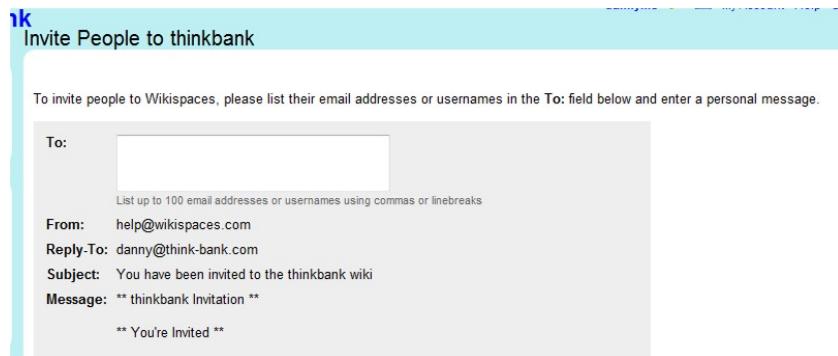
To manage your wiki, click on **Manage Wiki**



Here you can change the look and feel of your wiki

You can invite students to join the wiki here





Enter the email addresses of the people you want to invite to the wiki, separated by commas, then click on **Send**

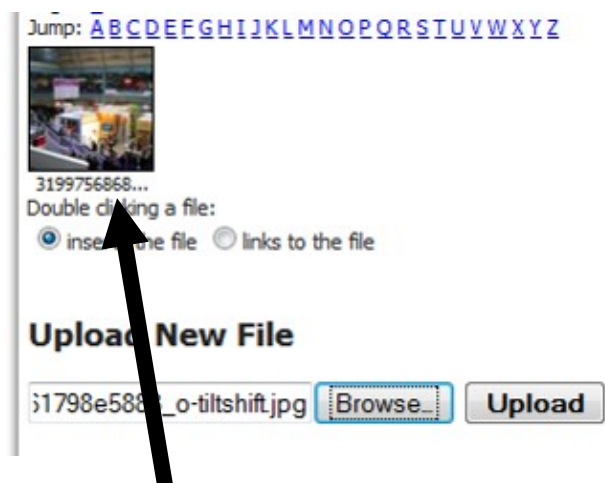
## To add an image



Click on Browse, select the file and say OK



Then click on **Upload**



Double click on the image thumbnail to insert it into your page.