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Make Edits

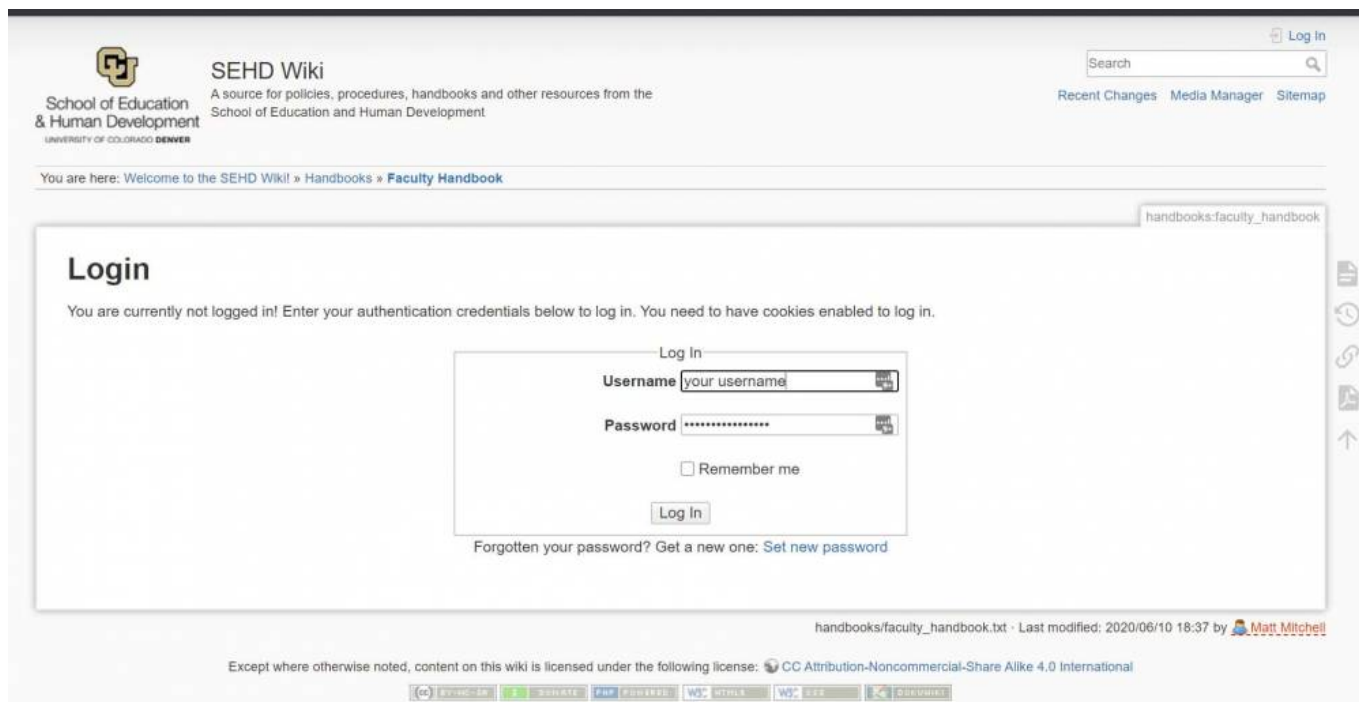
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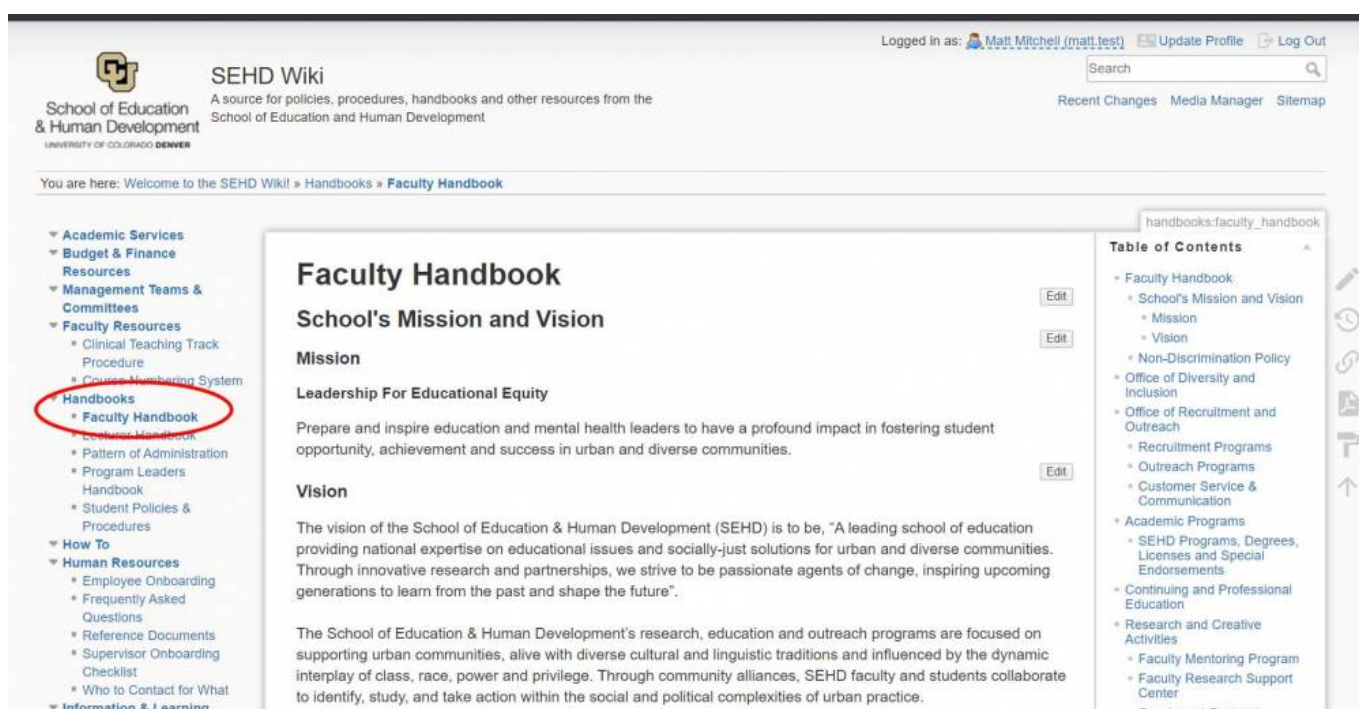
How To

Make Edits

1. Click 'Login' in the upper right corner of the screen and login with your wiki credentials.



2. Navigate to the section of the website you would like to edit. In this case we are going to make some edits to the Faculty Handbook.



3. Click the “Edit” button that is **below and to the right** of the section you would like to edit. In this case we want to edit the “Mission”.

The screenshot shows the SEHD Wiki interface. The header includes the University of Colorado Denver logo, the title 'SEHD Wiki', and a description: 'A source for policies, procedures, handbooks and other resources from the School of Education and Human Development'. A user is logged in as 'Matt Mitchell (matt.lesl)'. The breadcrumb trail reads: 'You are here: Welcome to the SEHD Wiki! » Handbooks » Faculty Handbook'. The left sidebar contains a navigation menu with categories like Academic Services, Budget & Finance, Resources, Management Teams & Committees, Faculty Resources, Handbooks, How To, and Human Resources. The main content area is titled 'Faculty Handbook' and 'School's Mission and Vision'. It contains sections for 'Mission' and 'Vision'. The 'Mission' section is titled 'Leadership For Educational Equity' and describes the school's goal to provide national expertise. The 'Vision' section describes the school's commitment to urban communities. An 'Edit' button is circled in red next to the 'Mission' section. A 'Table of Contents' sidebar on the right lists various handbook sections.

4. Make your changes on this page using the editor and click save when you are finished. Every save creates a new version of the document, allowing you to roll back changes to previous revisions if mistakes are made.

This screenshot shows the same SEHD Wiki page in edit mode. The 'Mission' section is visible, with the text: 'Leadership For Educational Equity' and 'Prepare and inspire education and mental health leaders to have a profound impact in fostering student opportunity, achievement and success in urban and diverse communities.' Below the text is a rich text editor toolbar with various formatting options. At the bottom of the editor, there is a row of buttons: 'Save', 'Delete', 'DW Edit', 'Cancel', 'Back-up', 'Revert', and 'Edit Fonts'. The 'Save' button is circled in red. Below the buttons, there is a field for 'Editor Height' set to 250 px, a checkbox for 'Turn supplementary image paste support on', and an 'Edit summary' field containing the text '[Mission]'. A checkbox for 'Minor changes' is also present.

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<https://wiki.cu.studio/> - **SEHD Wiki**

Permanent link:

<https://wiki.cu.studio/help/start?rev=1591815661>

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