

Table of Contents

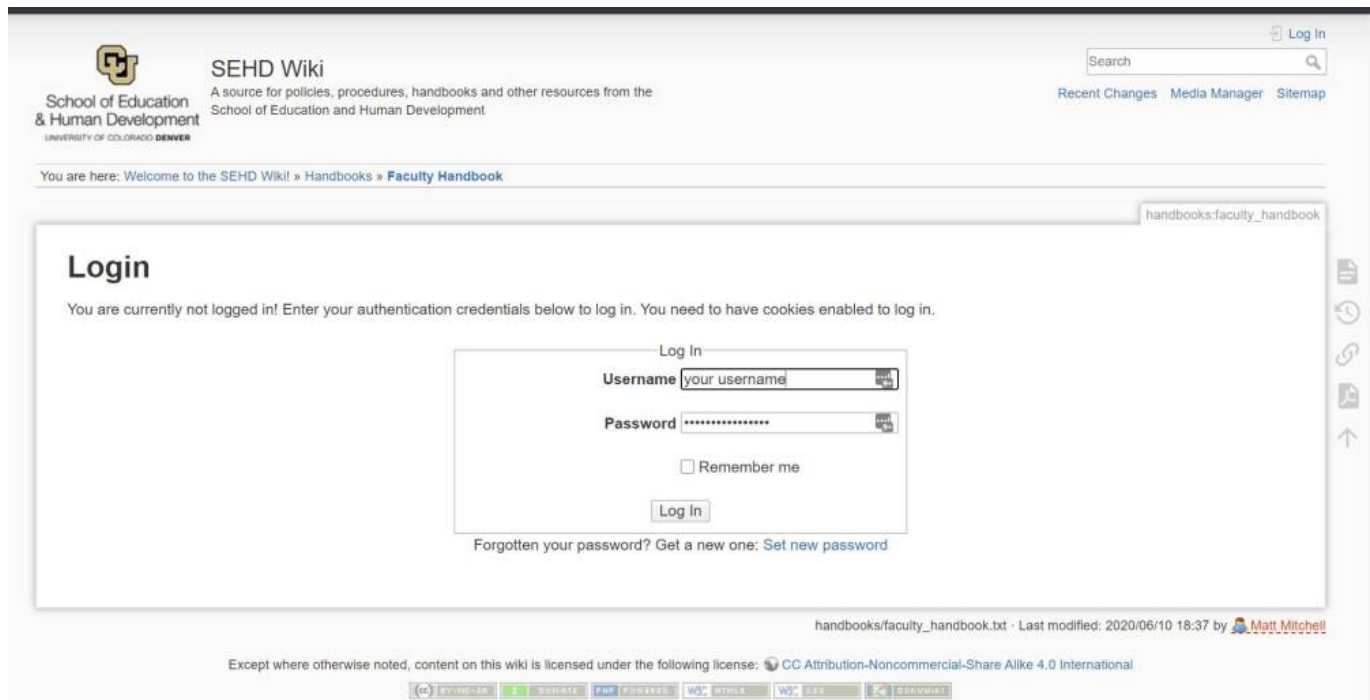
How To 1

Make Edits 1

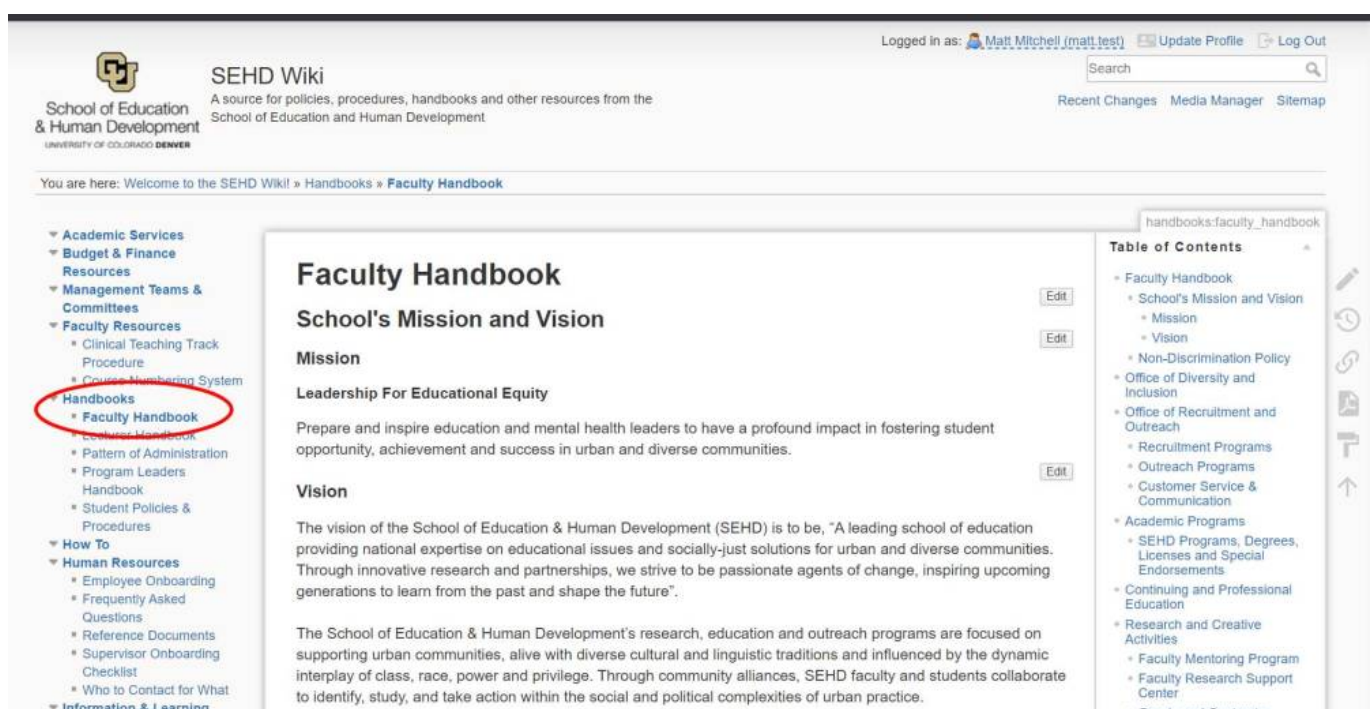
How To

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 CU Denver logo, 'SEHD Wiki' title, and a description: 'A source for policies, procedures, handbooks and other resources from the School of Education and Human Development'. It also shows a user login 'Matt Mitchell (matt.test)' and links for 'Update Profile' and 'Log Out'. A search bar and links for 'Recent Changes', 'Media Manager', and 'Sitemap' are present.

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 includes sections for 'Mission' and 'Vision'. The 'Mission' section is titled 'Leadership For Educational Equity' and describes the school's goal to provide national expertise on educational issues. The 'Vision' section describes the school's vision of being a leading school of education providing national expertise on educational issues and socially-just solutions for urban and diverse communities.

On the right side, there is a 'Table of Contents' for the 'handbooks:faculty_handbook' page. It lists various sections, including 'Faculty Handbook', 'School's Mission and Vision', 'Mission', 'Vision', 'Non-Discrimination Policy', 'Office of Diversity and Inclusion', 'Office of Recruitment and Outreach', 'Recruitment Programs', 'Outreach Programs', 'Customer Service & Communication', 'Academic Programs', 'SEHD Programs, Degrees, Licenses and Special Endorsements', 'Continuing and Professional Education', 'Research and Creative Activities', 'Faculty Mentoring Program', 'Faculty Research Support Center', and 'Grants and Contracts'. An 'Edit' button is circled in red next to the 'Mission' entry in the table of contents.

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 header and breadcrumb trail are identical to the previous screenshot.

The main content area is now in an editor view. It shows the 'Mission' section 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.'.

At the bottom of the editor, there is a toolbar with buttons for 'Save', 'Delete', 'DW Edit', 'Cancel', 'Back-up', 'Revert', and 'Edit Fonts'. The 'Save' button is circled in red.

Below the toolbar, there is a field for 'Editor Height' set to '250 px' and a checkbox for 'Turn supplementary image paste support on'. There is also an 'Edit summary' field containing the text '[Mission]' and a checkbox for 'Minor changes'.

From:

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

Permanent link:

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

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