

## Wiki Quick Guide for Students

Login at <https://my.pbworks.com>

## Please log in

Enter your email address and password to log in. **No account?** [Sign up!](#)

Email address

Password

Remember me

[Forgot your password?](#)

## Accepting a Wiki Invite Email

1. An email invitation from the instructor will be sent to your Lesley email account.
2. Click the **Log in here** text in the email. You will go to the Pbworks website.
3. Under "Log in to..." enter in your email address and password (to create an account, see *Creating a Wiki Account*).

Email address

Password

Remember me

[Forgot your password?](#)

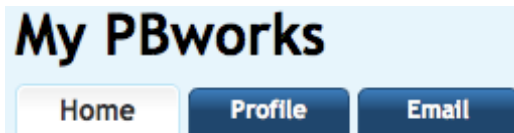
4. Click **Log in**.

## Creating a Wiki Account

1. Go to <https://my.pbworks.com>.
  2. Click **Sign Up**.
- No account?** [Sign up!](#)

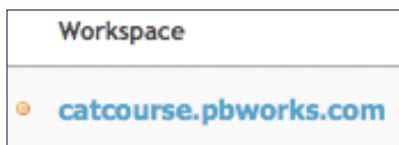
3. Enter your name, Lesley email and password, and click **Create Account**.

4. Check your Lesley email for a confirmation email from PBworks, and click the link provided in the email.
5. Your account will be confirmed and you will be taken to your "My PBworks" page.



## Going to Your Class Wiki

1. Login to PBworks at <https://my.pbworks.com>
2. On the "My PBworks" page, click on your class wiki in the list under the "Home" tab.



3. You will be taken to the FrontPage of the class wiki.

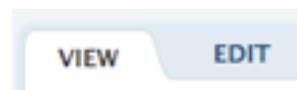


## Editing a Page

1. Go to the page you want to edit by clicking on it under the "Sidebar" on the right side of the screen.



2. Click the **Edit** tab on the top left corner.



3. In the text box enter in your content and click the **Save** button at the bottom to save your addition.



## Creating Links

1. Click the **Edit** tab



2. Type in and highlight the text you want to turn into a link.

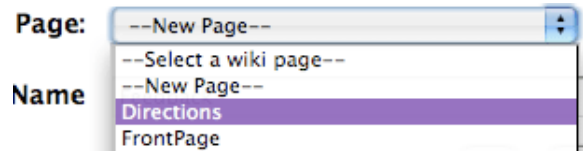
3. Click on the **Add/Insert Link** icon at the top of the text box editor.



4. A pop-up box will appear with options to add a link to a New Page, an Existing Page, or a page outside of the wiki.

### Linking to an Existing Page

1. In the pop-up box under "Page:", click the drop-down list arrow and select the existing page from the list.



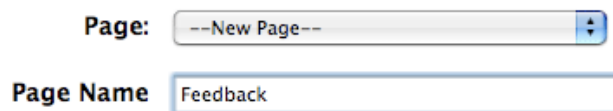
2. Click **OK** in the pop-up box.



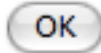
### Creating and Linking to a New Page

1. In the pop-up box under "Page:", click the drop down list arrow, and select **New Page**.

2. Type in a name for the page under "Page Name:".



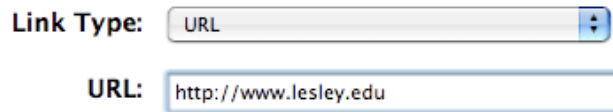
3. Click **OK** in the pop-up box.



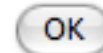
### Linking to an External Website

1. In the pop-up box under "Link Type:", click the drop down list arrow and select **URL** from the list.

2. In the text box under "URL:", type in the website address starting with "www://".



3. Click **OK** in the pop-up box.



## Adding Page Comments

1. On the page you want to comment on, scroll down to the bottom of the page.

2. In the box under "Add a Comment," type in your comment.

**Add a comment**

This was a great point that you made! I also

3. Click the **Add Comment** button to add your comment to the page.

**Add comment**

**Note:** Once added comments **cannot** be edited again like the wiki page.

## PBworks Information and Support

To learn more about PBworks and its features, the PBworks Users Manual is available at <http://usermanual.pbworks.com/>.

With the manual you can learn more about wiki basics, your PBworks account, setting up, editing and organizing your wiki, security and settings, a glossary of terms, and a troubleshooting section.

To get help while using PBworks, you can:

- Click the Help link on the top right of the page in the class wiki.
- Go to <http://pbworks.com/help> for the PBworks support center.
- View the Troubleshooting section of the PBworks Users Manual at <http://usermanual.pbworks.com/>

For assistance, go to <http://pbwiki.com/help>