

## Easy Wiki Navigation Directions for Group Activities:

A wiki is a work in progress, a brainstorm. Don't be shy about editing the text placed in the wiki by others. Use the wiki workspace to develop your ideas as a rough draft as a group. If there is more than one group, the final outcome and conclusion of the wiki will usually be reported to the larger class on a discussion board. **Follow the instructor's directions!**

**Note:** When completing a Group Activity it is mandatory for group members to participate by the deadlines posted in the course. Late contributions prevent the group from advancing and will not be accepted. **Follow the schedule and meet the deadlines!**

**This is the Home Page. Read the instructor's directions, then click on your group page if directed to do so.**

Group	Group Members	Group Facilitator for Topic II
Group 1	John, Paul, George, Ringo	John
Group 2	Peter, Mary, Joseph	Mary
Group 3	Marsha, Jan, Cindy	Jan
Group 4		

The wiki opens on the **Home Page**. The instructor may place activity directions on the Home Page and ask you to actually work on another individual group page **or** the instructor may ask you to do your actual group work on the Home Page. If there is more than one group, click on the **Group Page** assigned to you in the right column.

Every Wiki page has an **Edit** link at the top of the page. **You must click on the Edit link to be able to add text to any Wiki page.** There is an Edit link on the Home Page and an Edit link on each group page.

In this example, we have already clicked on the **Group 3** group page link, **and** the **Edit** link on that group page. Once you click on the **Edit** link, you can type your group work in the text box.

There are formatting tools above the text box for you to use.

Roll your cursor over each one to see its function.

### Note Two Formatting Tools (circled in green in the example above):

- Some instructors ask each student to use a different colored text on the wiki group page. Click on the “A” Text tool to select a color.
- To upload a document to your group area, click on the piece of paper with the green arrow on it.

After you finish typing in the text box, click on the **Save & Exit** button to save your work.

Communication is the key to successful group work. Email your classmates from inside your course to communicate about your wiki group work as needed.

Email your instructor if you have questions.