

HKU Moodle OU wiki user guide

OU wiki is a collaborative tool. Students can use OU wiki to build a page with a specific topic together. The OU wiki has a variety of options.

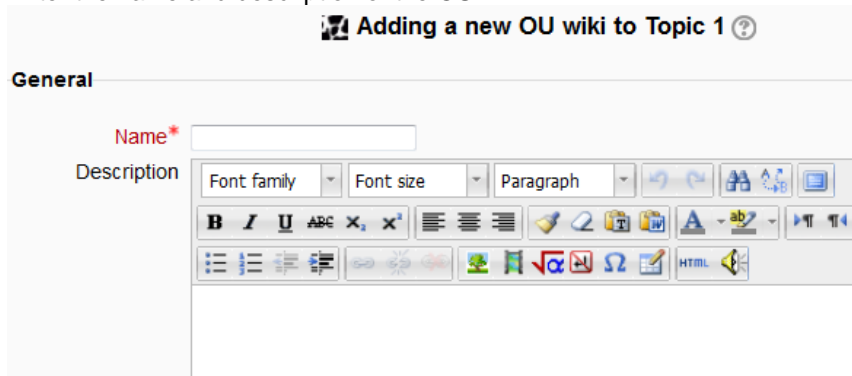
Create an OU wiki on Moodle

1. Click **Turn Editing On** button on the course site.
2. Click **"Add an activity or resource"**.
3. Select **"OU wiki"** by clicking the radio button, click **"Add"**.



Edit settings

1. Enter the name and description of the OU wiki.

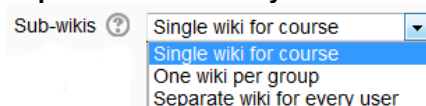
A screenshot of the Moodle 'Adding a new OU wiki' form. The title is 'Adding a new OU wiki to Topic 1'. Under the 'General' section, there is a 'Name*' field and a 'Description' field. The 'Description' field has a rich text editor toolbar with options for font family, font size, paragraph, bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, insert link, insert image, insert video, insert audio, insert table, insert code, and HTML.

2. Select the sub-wiki type:


Single wiki for course: This wiki behaves as one single wiki. Everybody on the course sees the same pages.

One wiki per group: Students can only see pages created by people in the same group. If you are in more than one group, or you have permissions that allow you to view all groups, you get a dropdown to choose a group.

Separate wiki for every user: Students can only see their own wiki.

A screenshot of the Moodle sub-wiki type dropdown menu. The dropdown is open, showing four options: 'Single wiki for course' (selected), 'Single wiki for course', 'One wiki per group', and 'Separate wiki for every user'.

3. By enable “**Annotation system**”, teachers can add comments to the wiki page.


Annotation system 

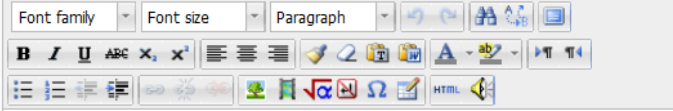
4. Click “**Save and display**” to save the changes.

Create page

1. Click “**Create page**” to add a new wiki page.

2. Add the page content.

Content 



Path: p

3. Click “**Save changes**”.

Add new section to existing page/ create new page

1. Enter the section name/ new page name in the box provided, click “**Add**”/ “**Create**”.

- Add new section to this page
- Create new page

View history/ Compare the difference between versions

1. Go to “**History**” tab.

2. You can compare the differences between versions by checking the boxes next to two versions, click **"Compare selected"**.

Date	Time		Words	Changed by	
10 March 2014	4:51 PM	View Delete (changes)	-14	Yau Lap Man	<input checked="" type="checkbox"/>
	4:50 PM	View Delete Revert (changes)	+14	Yau Lap Man	<input type="checkbox"/>
	4:49 PM	View Delete Revert	6	Yau Lap Man	<input checked="" type="checkbox"/>

3. Teachers can also view the table of participation by user and give grade to students. Click **"Participation by user"** on the top right hand corner.

[Wiki index](#) [Wiki changes](#) [Participation by user](#)

Download table data as Comma separated values text file

User	Pages created	Page edits	Words added	Words deleted	Grades
 Yau Lap Man (detail)	1	2	20	14	No grade <input type="button" value="v"/>