

# Using Talk Pages

Talk pages are used by Wikipedians to communicate with other editors. You'll be interacting with other editors on talk pages. Here are some tips for success.

**Talk (or “discussion”) pages are a critically important communication channel for Wikipedia Education Program participants.** Wikipedia editors use talk pages to discuss information about the articles and to communicate with other editors. To see a talk page, just click on the “Talk” tab on any article or user page. To see your talk page, click on “My talk” on the upper right corner once you're logged in.

Editors may leave you suggestions for your article, offer help on learning a Wikipedia policy, or just let you know they like your work. If you have a question about Wikipedia, leave a message on your course's talk page or your Ambassador's talk page. Here's how!

## Starting a new thread

When you want to communicate with someone about a topic that's not already covered on the article or user talk page, start a new topic.

- Start a new section at the bottom of the talk page. Click on the **“New section”** link that's between the “Edit” and “View history” tabs at the top of the talk page screen. Be sure to enter a section header in the “Subject/headline” line.
- **Sign your post!** When you post a message on a talk page, it's important to let other editors know who wrote it. At the end of your post, type four tildes (~~~~), which will automatically add your user name and the date.
- Click **“Save page”**.

## Replying to an existing thread

Has someone left you a message you want to reply to? It's easy!

- Click the **“Edit”** link on the right end of the bar of the section you want to reply to.

- **Use a colon (:)** to indent your message to create an threaded message. See <http://enwp.org/WP:TPHELP> for more information on indenting talk pages with colons.
- **Sign your post!** Type four tildes (~~~~), which will automatically add your user name and the date.
- Click **“Save page”**.

## Get e-mailed when you get a message

Wikipedia editors will expect you to respond quickly when they leave you a message on your talk page, but you may not be checking your talk page frequently. That's why it's important to enable e-mail notifications. Here's how to do so:

1. Log in to your Wikipedia account.
2. Click on the “My preferences” link in the top right corner.
3. Scroll down on the “User profile” page to the last section, called “E-mail options”.
4. Enter your e-mail address in the box provided.
5. Check “E-mail me when my user talk page is changed”.
6. Click “Save”.
7. You will receive an email that asks you to confirm that it is your email address. Click on the link in that email to confirm the change.

## Remember!

- Sign your post with four tildes: ~~~~
- If you leave a message on a talk page, be sure you check that page within a day or two to see if you've received a reply.
- Enable email notifications.
- For more information on using talk pages, visit: <http://enwp.org/WP:TPHELP>