

Open Knowledge Pad tutorial

O Open Knowledge Pad é uma opção para produção coletiva de textos no melhor espírito do conhecimento aberto e do livre acesso.

Para acessar:

<http://okfnpad.org/>



Tutorial OKFN PAD

- Quando você entra na página principal do Open Knowledge Pad, você possui duas opções: abrir um pad para trabalhar direto nele ou criar uma página para seu grupo. A segunda opção só é útil se o grupo vai trabalhar com muitos documentos. Este tutorial ensina a trabalhar no pad a partir da primeira opção, mas é o mesmo para cada documento criado para o grupo.



Open Knowledge Pad

Create new pad

Create team site

Tutorial OKFN PAD

- Para começar, clique em Create new pad

Open Knowledge Pad

Create new pad

Create team site



Tutorial OKFN PAD

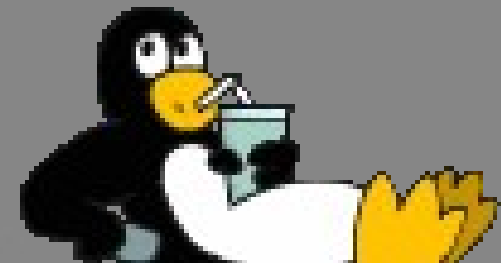
- Esta ação vai abrir a página do ambiente colaborativo:

The screenshot shows a Mozilla Firefox browser window titled "Open Knowledge Pad: mXuYRD7sPs". The address bar displays "okfnpad.org/mXuYRD7sPs". The page header includes "Etherpad is free software" and "Open Knowledge Pad" with a "Full screen" button. Below the header, there are navigation options: "Public Pad", "Pad Options", "Import/Export", "Saved revisions", and "Time Slider". The main editing area features a rich text editor with buttons for Bold (B), Italic (I), Underline (U), Strikethrough (ABC), Bulleted List, Numbered List, and Indent. The text area contains the following content:

- 1 | Welcome to Open Knowledge Pad!
- 2 |
- 3 | This pad text is synchronized as you type, so that everyone viewing this page sees the same text. This allows you to collaborate seamlessly on documents!
- 4 |

On the right side, there is a name input field with a green square icon and the placeholder text "< enter your name >". Below this is the text "Invite other users and they will show up here." At the bottom right, there is a "Share this pad" button and a "Chat:" input field.

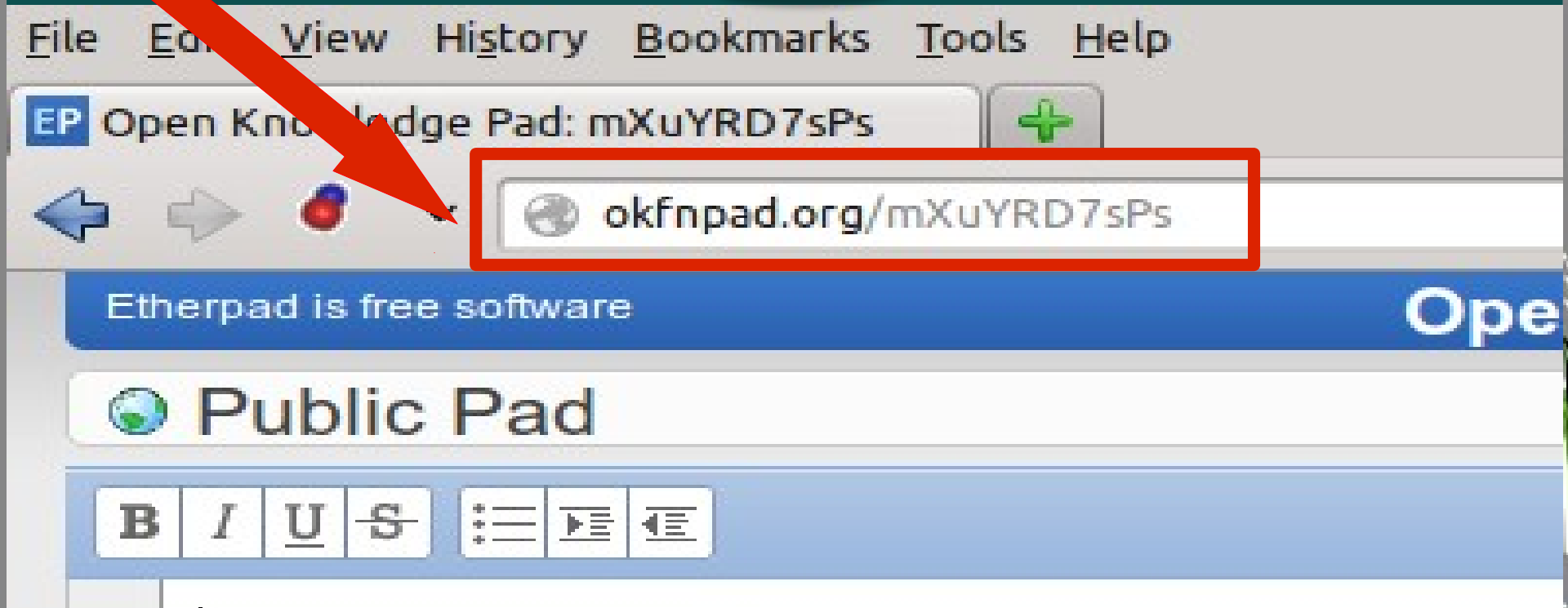
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- Esta página possui uma URL especial, que é a via de acesso para todos ao mesmo documento. Existem várias formas de compartilhar este documento, quais são?

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- A primeira é pegar a URL direto do navegador (oh, não me diga...):



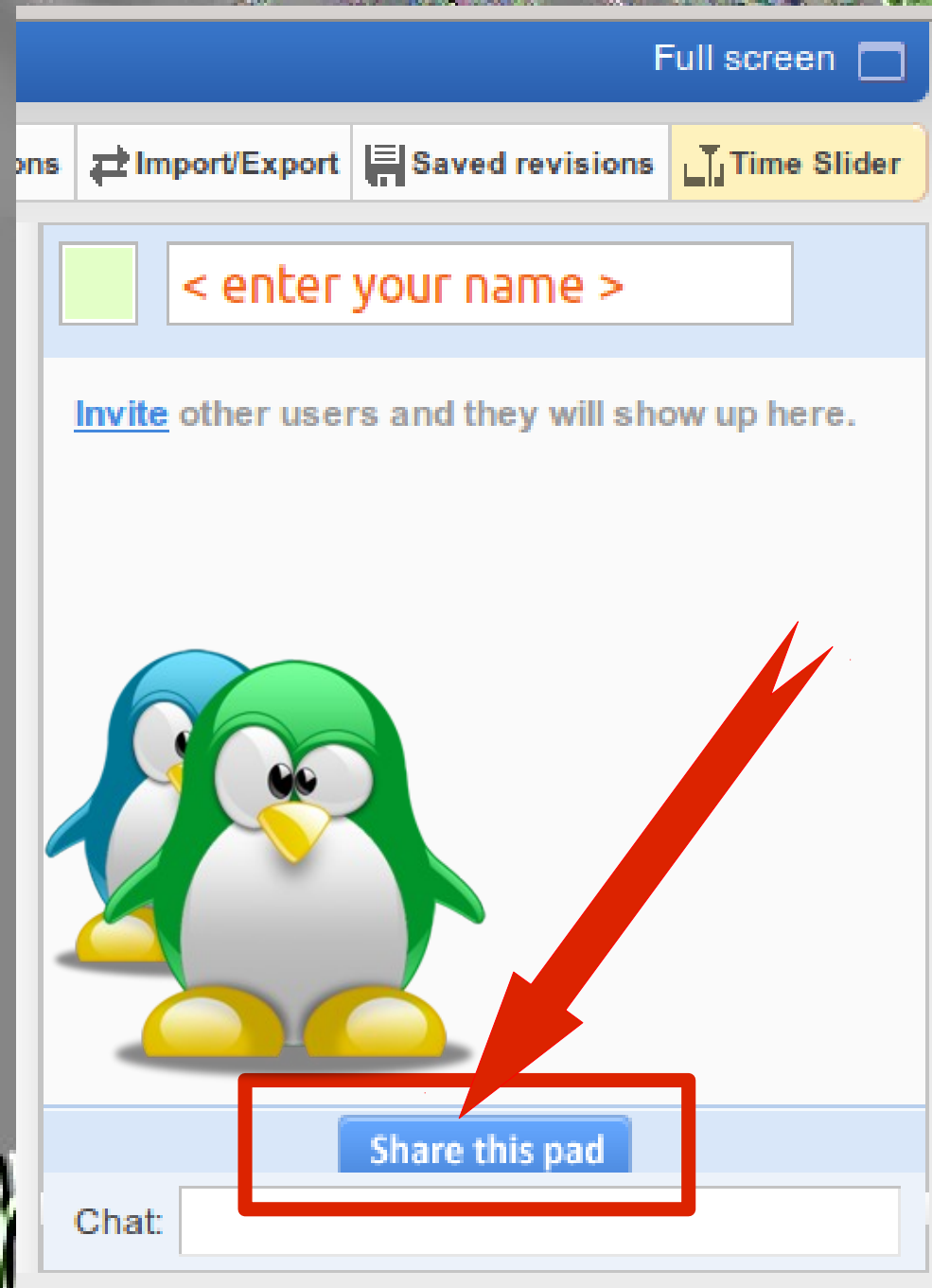
Tutorial OKFN PAD

- Note que o código que aparece na URL é o mesmo do próprio PAD:



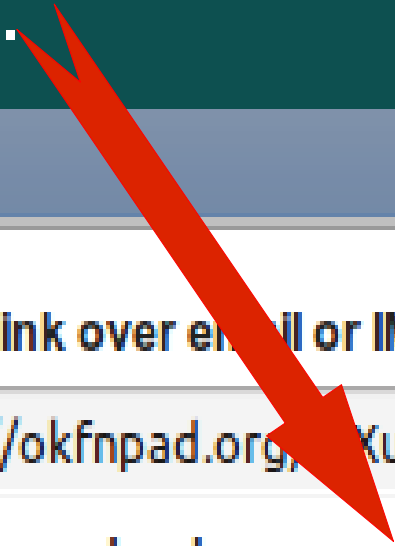
Tutorial OKFN PAD

- Outra forma de obter o link para compartilhamento é o botão próximo ao chat.
- Com ele você pode obter o link para seus colaboradores e, ainda, um link para acesso a visitantes, para visualização sem direito a edição.



Tutorial OKFN PAD

- O primeiro link é editável, o segundo não.



Paste link over email or IM:

<http://okfnpad.org/ep/pad/view/ro.pZLc83-4Waf/latest>

...or for read only access paste this link:

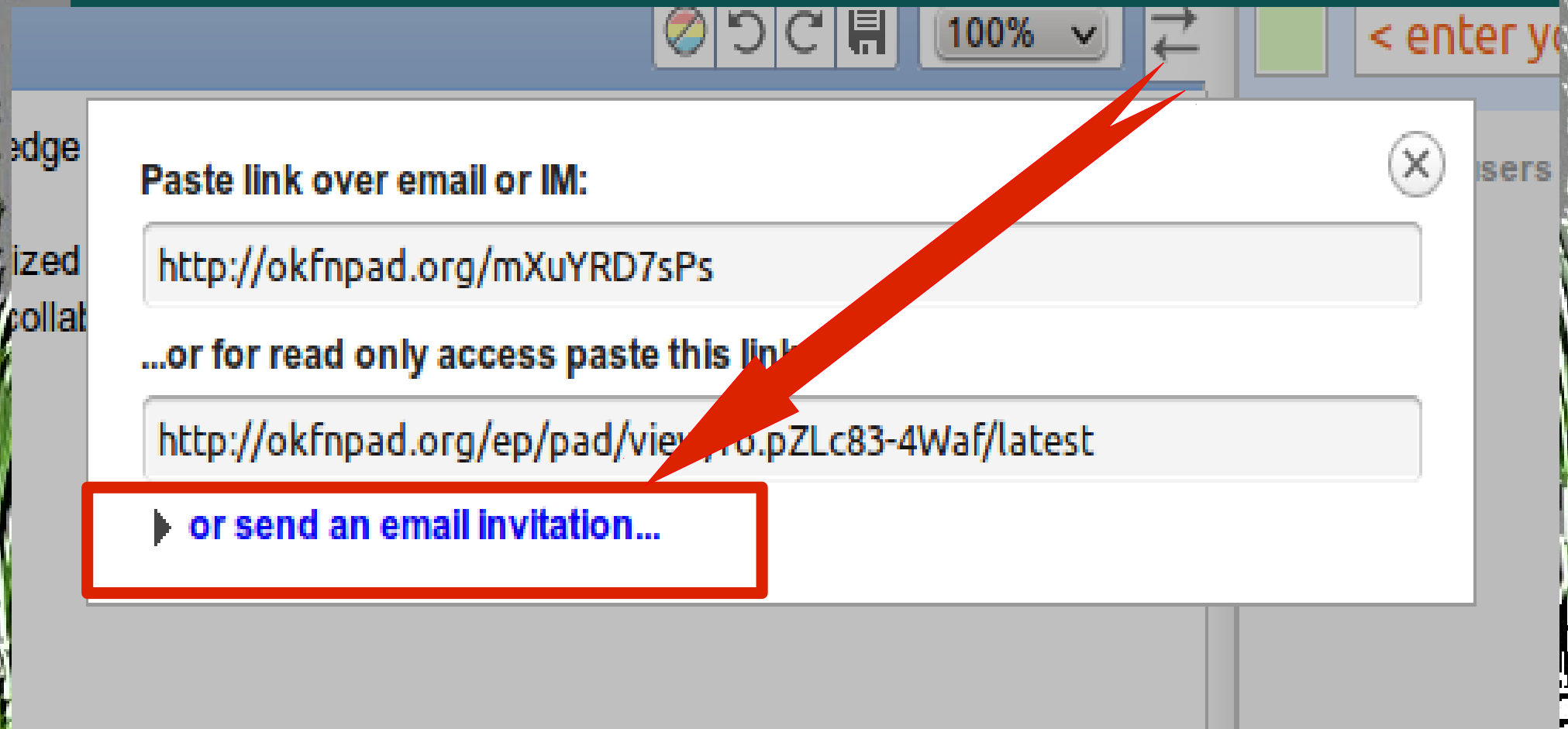
<http://okfnpad.org/KuYRD7sPs>

▶ [or send an email invitation...](#)



Tutorial OKFN PAD

- Clicando no link deste quadro, você ainda tem a opção de enviar diretamente por e-mail qualquer um dos dois links para seus colegas.



Tutorial OKFN PAD

- Preencha os campos do e-mail e clique no botão abaixo para enviar.

Paste link over email or IM: ✕


<http://okfnpad.org/mXuYRD7sPs>

...or for read only access paste this link:

<http://okfnpad.org/ep/pad/view/ro.pZLc83-4Waf/latest>

▼ or send an email invitation...

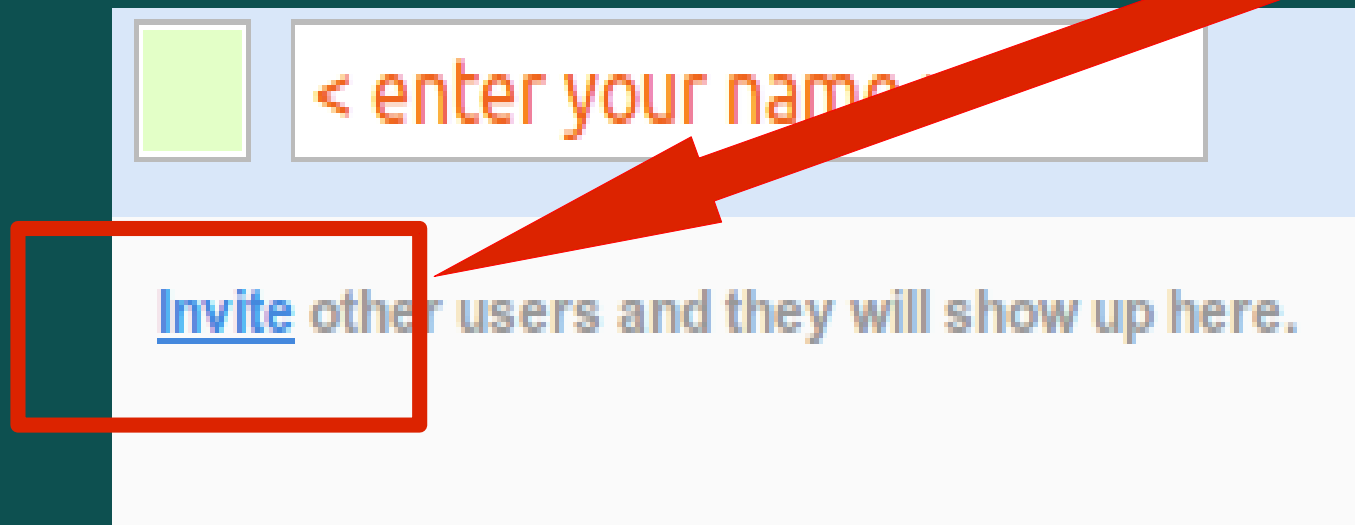
To:

Subject: 

Message:

Tutorial OKFN PAD

- Ainda há mais uma forma de acessar a janela de compartilhamento que acabamos de mostrar.
- Basta clicar sobre “Invite”:



Tutorial OKFNPAD

-
- Agora você e seus colegas já estão aptos a trabalhar em conjunto, online, na escrita de um mesmo documento.
- Vamos apresentar rapidamente o ambiente e os recursos de que vocês dispõem para isso.
- Como o Open Knowledge Pad é software livre, é possível fazer uma instalação própria do sistema, ativando todos os recursos disponíveis. Aqui estamos usando a opção aberta mantida pelo OKFNPAD.org



Tutorial OKFN PAD

- Vamos começar identificando a área de trabalho, são basicamente 4 espaços.

Etherpad is free software

Open Knowledge Pad

Full screen



Public Pad

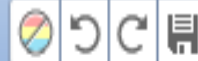
Pad Options


Import/Export

Saved revisions

Time Slider

B *I* U ~~S~~   



100% 

1 Welcome to Open Knowledge Pad!

2

3 This pad text is synchronized as you type, so that everyone viewing this page sees the same text. This allows you to collaborate seamlessly on documents!

4

[Invite](#) other users and they will show up here.

Share this pad

Chat:

Tutorial OKFN PAD

- Aqui é o espaço de edição de texto. O texto é atualizado online, de modo que o que cada um escreve é simultaneamente visto pelos colegas

The screenshot displays the OKFN PAD web interface. At the top, there is a navigation bar with the following items: "Public Pad", "Pad Options", "Import/Export", "Saved revisions", and "Time Slider". Below this is a toolbar containing text formatting icons (bold, italic, underline, strikethrough), list and indent icons, a color selection tool, undo/redo, a print icon, a zoom dropdown set to "100%", and a refresh icon. The main editing area contains the following text:

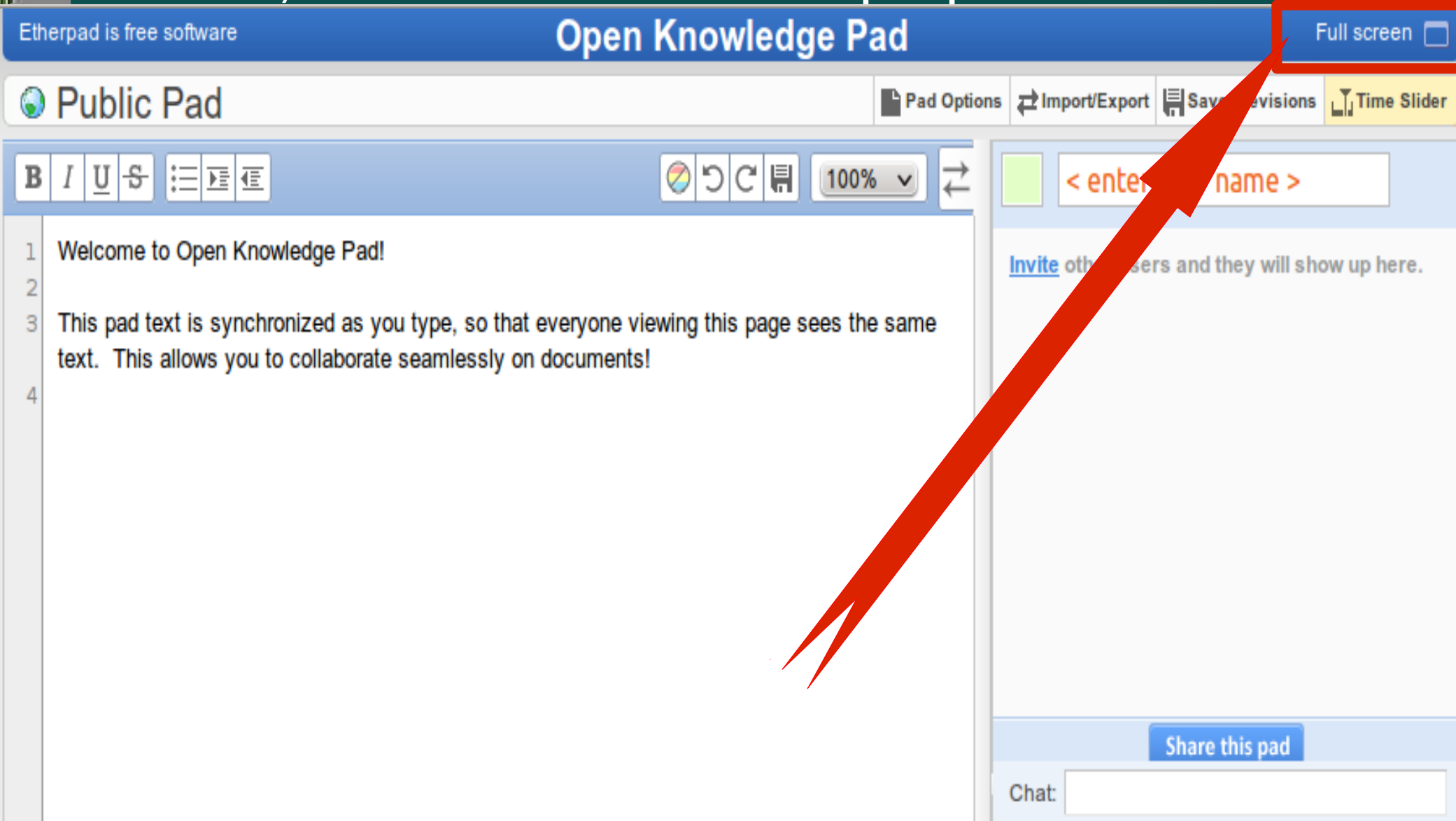
1 Welcome to Open Knowledge Pad!
2
3 This pad text is synchronized as you type, so that everyone viewing this page sees the same text. This allows you to collaborate seamlessly on documents!
4

On the right side of the interface, there is a section for user interaction, including a green square icon, a text input field with the placeholder "< enter your name >", a link labeled "Invite other users" with the subtext "they will show up here.", a blue button labeled "Share this pad", and a "Chat:" label next to a text input field.

A large red arrow is drawn across the image, pointing from the top right towards the bottom left, highlighting the text area and the "Share this pad" button.

Tutorial OKFN PAD

- Esta opção permite visualizar o Pad em tela cheia, recurso útil em telas pequenas.



The screenshot shows the Open Knowledge Pad interface. At the top, there is a blue header bar with the text "Etherpad is free software" on the left, "Open Knowledge Pad" in the center, and "Full screen" with a square icon on the right. Below the header, there is a white bar with "Public Pad" on the left and several menu items: "Pad Options", "Import/Export", "Save Revisions", and "Time Slider". The main editing area has a blue toolbar with various icons for text formatting (bold, italic, underline, strikethrough, list, indent, outdent) and editing (undo, redo, refresh, print, zoom, fullscreen). The text area contains the following content:

1 Welcome to Open Knowledge Pad!
2
3 This pad text is synchronized as you type, so that everyone viewing this page sees the same text. This allows you to collaborate seamlessly on documents!
4

On the right side, there is a sidebar with a green square icon, a text input field containing "< enter name >", and a link that says "Invite other users and they will show up here." At the bottom of the sidebar, there is a blue button labeled "Share this pad" and a "Chat:" input field.

A large red arrow points from the bottom right towards the "Full screen" button in the top right corner of the interface.

Tutorial OKFN PAD

- Aqui você encontra opções gerais para o pad, desde o modo de visualização até o histórico.

The screenshot shows the Open Knowledge Pad interface. At the top, a blue header bar contains the text "Etherpad is free software" on the left, "Open Knowledge Pad" in the center, and "Full screen" with a checkbox on the right. Below this is a white bar with a globe icon and the text "Public Pad". A red rectangular box highlights a navigation bar containing four items: "Pad Options" (with a document icon), "Import/Export" (with a double-headed arrow icon), "Saved revisions" (with a list icon), and "Time Slider" (with a slider icon). Below the navigation bar is a blue toolbar with icons for bold (B), italic (I), underline (U), strikethrough (ABC), bulleted list, numbered list, and indent. To the right of the toolbar is a "100%" zoom dropdown and a refresh icon. The main editing area contains a text editor with the following content:
1 Welcome to Open Knowledge Pad!
2
3 This pad text is synchronized as you type, so that everyone viewing this page sees the same
text. This allows us to collaborate seamlessly on documents!
4
On the right side, there is a green square next to a text input field containing "< enter your name >". Below this is the text "Invite other users and they will show up here." At the bottom right, there is a blue button labeled "Share this pad" and a "Chat:" label next to a text input field.

Tutorial OKFN PAD

- Esta área dedica-se à interação. Digite seu nome para que seus colegas o identifiquem.

The screenshot displays the Open Knowledge Pad web interface. At the top, a blue header bar contains the text "Etherpad is free software" on the left, "Open Knowledge Pad" in the center, and "Full screen" with a checkbox on the right. Below the header, a white bar shows "Public Pad" on the left and a row of utility buttons: "Pad Options", "Import/Export", "Saved revisions", and "Time Slider". The main editing area features a toolbar with bold (B), italic (I), underline (U), strikethrough (ABC), bulleted list, numbered list, and indent tools. To the right of the toolbar is a color selection tool, undo/redo buttons, a "100%" zoom dropdown, and a refresh button. The text area contains four lines of text: "1 Welcome to Open Knowledge Pad!", "2", "3 This pad text is synchronized as you type, so that everyone viewing this page sees the same text. This allows you to collaborate seamlessly on documents!", and "4". On the right side, a sidebar is partially visible, containing a name input field with a green square icon and the placeholder text "< enter your name >". Below this is a "Share this pad" button and a "Chat:" input field. A large red arrow points from the bottom center towards the name input field, which is enclosed in a red rectangular box.

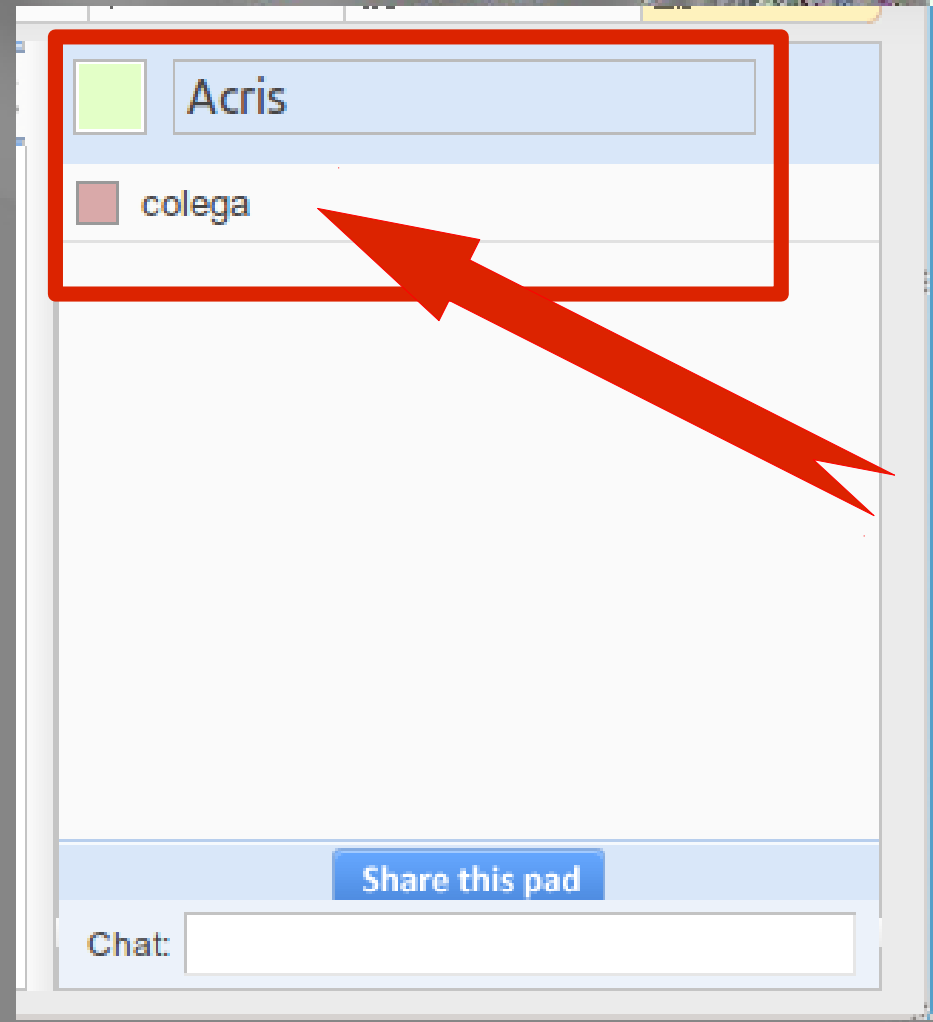
Tutorial OKFN PAD

- Para comunicar-se, utilize o chat na parte de baixo deste espaço.

The screenshot displays the Open Knowledge Pad interface. At the top, a blue header bar contains the text "Etherpad is free software" on the left, "Open Knowledge Pad" in the center, and "Full screen" with a checkbox on the right. Below the header, a white bar shows "Public Pad" on the left and a menu of options including "Pad Options", "Import/Export", "Saved revisions", and "Time Slider" on the right. The main editing area has a blue toolbar with icons for bold (B), italic (I), underline (U), strikethrough (ABC), list, indent, and outdent. To the right of the toolbar are icons for undo, redo, and a 100% zoom dropdown. The text area contains four lines of text: "1 Welcome to Open Knowledge Pad!", "2", "3 This pad text is synchronized as you type, so that everyone viewing this page sees the same text. This allows you to collaborate seamlessly on documents!", and "4". On the right side, a chat window is highlighted with a red border. It features a green square icon, a text input field with the placeholder "< enter your name >", the text "Invite other users and they will show up here.", a blue "Share this pad" button, and a "Chat:" label above a text input field. A large red arrow points from the text in the main editing area towards the chat window.

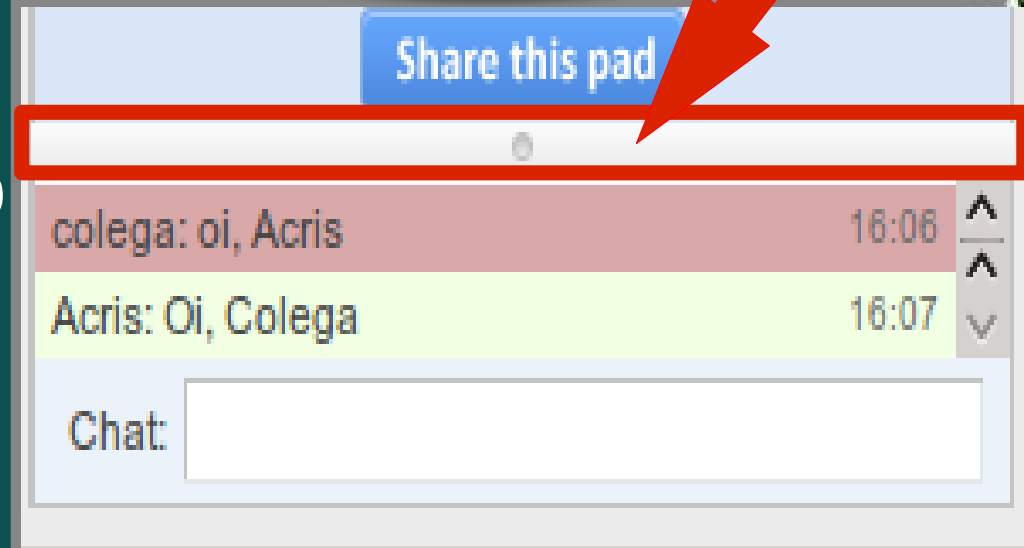
Tutorial OKFN PAD

- Cada pessoa que acessa o site ganha uma cor. Por padrão, é a cor que marca todas as contribuições da pessoa na edição do texto.



Tutorial OKFN PAD

- A cor também identifica a interação no chat.
- E você pode aumentar o tamanho do chat arrastando a barrinha que indico ao lado para cima, de modo a ter uma visualização mais completa da interação.



Tutorial OKFN PAD

- Preencha os campos do e-mail e clique no botão abaixo para enviar.

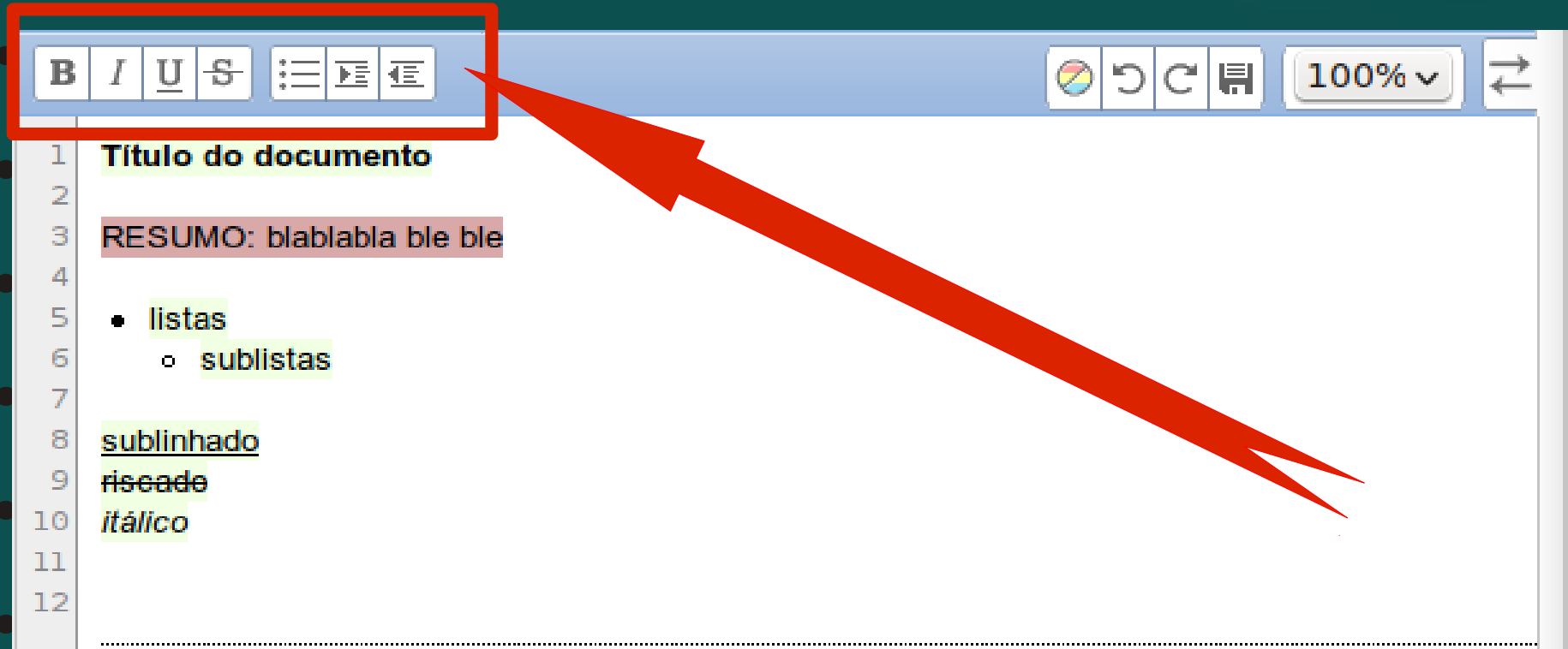
The screenshot shows the Open Knowledge Pad web interface. At the top, there is a blue header with the text "Etherpad is free software" on the left, "Open Knowledge Pad" in the center, and "Full screen" with a checkbox on the right. Below the header is a white bar with "Public Pad" on the left and several utility buttons: "Permissions", "Import/Export", "Saved revisions", and "Time Slider". The main editing area has a blue toolbar with text formatting icons (bold, italic, underline, strikethrough, list, link, unlink) and a "100%" zoom dropdown. The text area contains the following content:

1 Welcome to Open Knowledge Pad!
2
3 This pad text is synchronized as you type, so that everyone viewing this page sees the same
text. This allows you to collaborate seamlessly on documents!
4

On the right side, there is a green name input field with the placeholder text "< enter your name >". Below it, there is a blue button labeled "Share this pad" which is highlighted by a red rectangular box. A large red arrow points from the top right towards this button. At the bottom right, there is a "Chat:" label followed by an empty input field.

Tutorial OKFN PAD

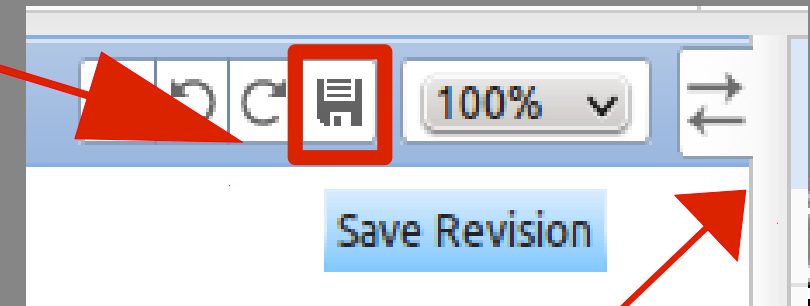
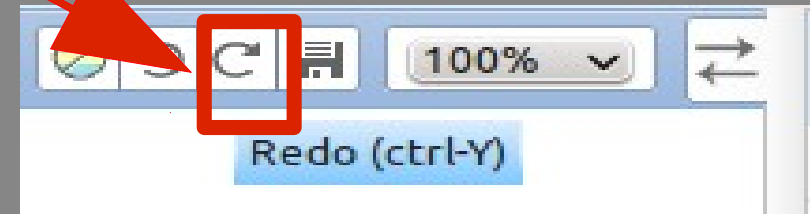
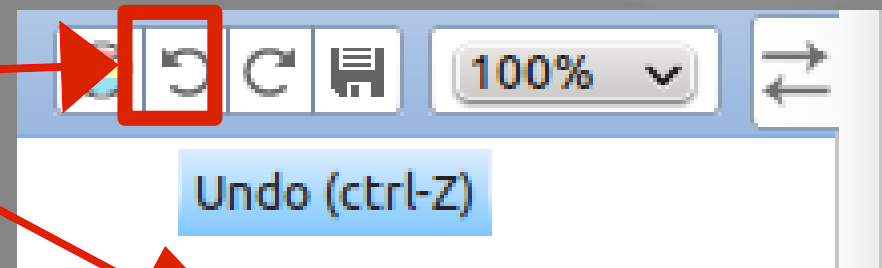
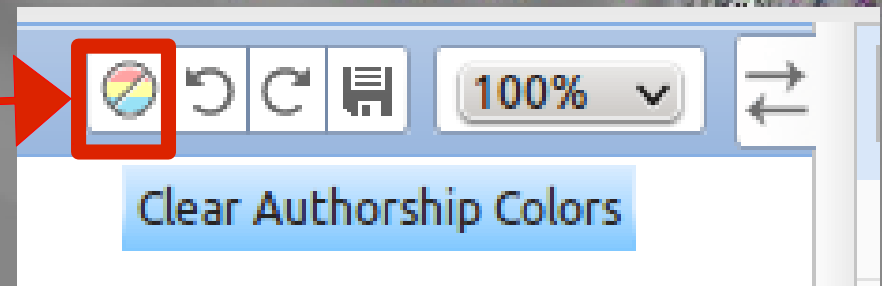
- O espaço de edição de textos permite usar bold, itálico, sublinhado, riscado e listas.



- Por padrão, tudo o que cada pessoa faz fica diferenciado pela cor de fundo.

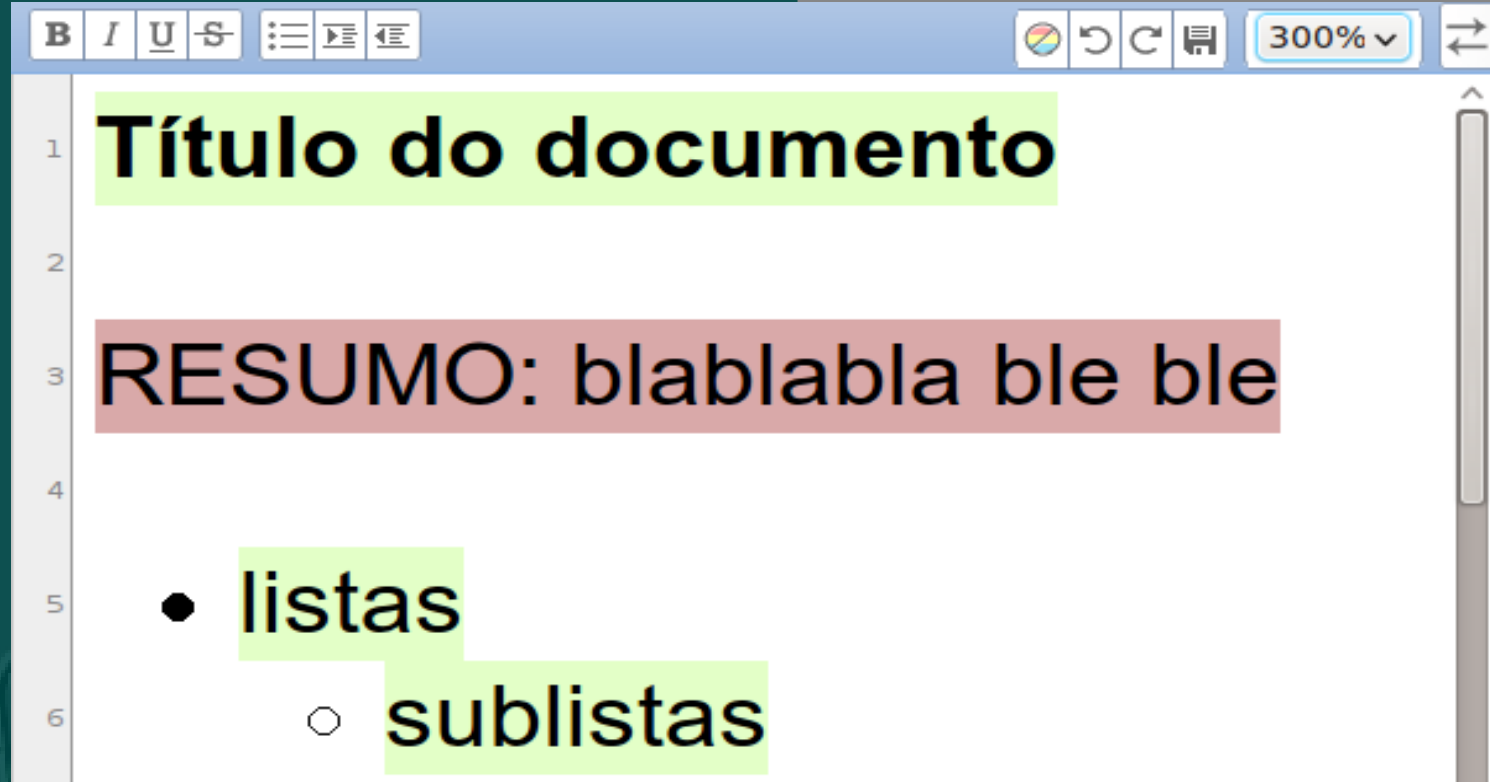
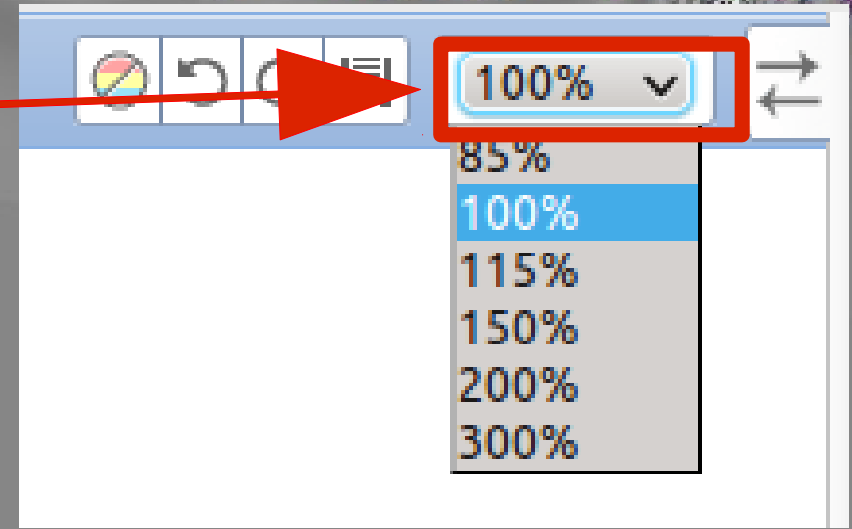
Tutorial OKFN PAD

- Você pode desativar as cores dos autores
- Pode desfazer e refazer suas próprias ações
- Pode salvar uma revisão para que fique guardada na linha do tempo.
- E clicando sobre as setas pode arrastar modificando o tamanho deste espaço.



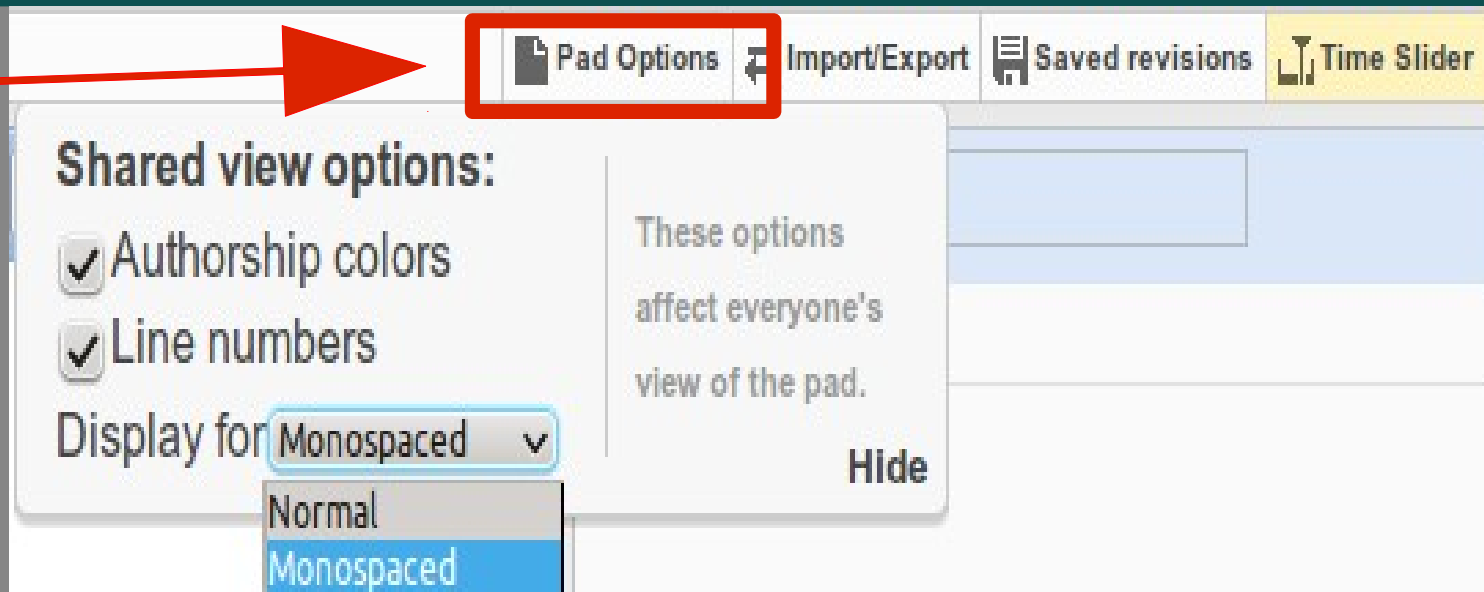
Tutorial OKFN PAD

- Escolha a porcentagem para visualização do texto.



Tutorial OKFN PAD

- Você pode escolher outras opções de visualização que são comuns a todos os participantes.



The screenshot shows the OKFN PAD interface with a red arrow pointing to the 'Pad Options' button in the top navigation bar. The 'Pad Options' menu is open, displaying 'Shared view options:' with two checked items: 'Authorship colors' and 'Line numbers'. Below these is a 'Display for' dropdown menu currently set to 'Monospaced', with 'Normal' and 'Monospaced' as options. To the right of the menu, there is a note: 'These options affect everyone's view of the pad.' and a 'Hide' button. Other buttons in the navigation bar include 'Import/Export', 'Saved revisions', and 'Time Slider'.

Tutorial OKFN PAD

- Essa opção produz a visualização abaixo, sem número de linhas e sem cores de autores.

The screenshot shows the 'Public Pad' interface. At the top right, the 'Pad Options' button is highlighted with a red box. A red arrow points from the 'Monospaced' option in the 'Display for' dropdown menu to the text area. The text area contains the following content:

Título do documento

RESUMO: blablabla ble ble

- listas
 - sublistas

sublinhado
~~riscado~~
itálico

Shared view options:

- Authorship colors
- Line numbers

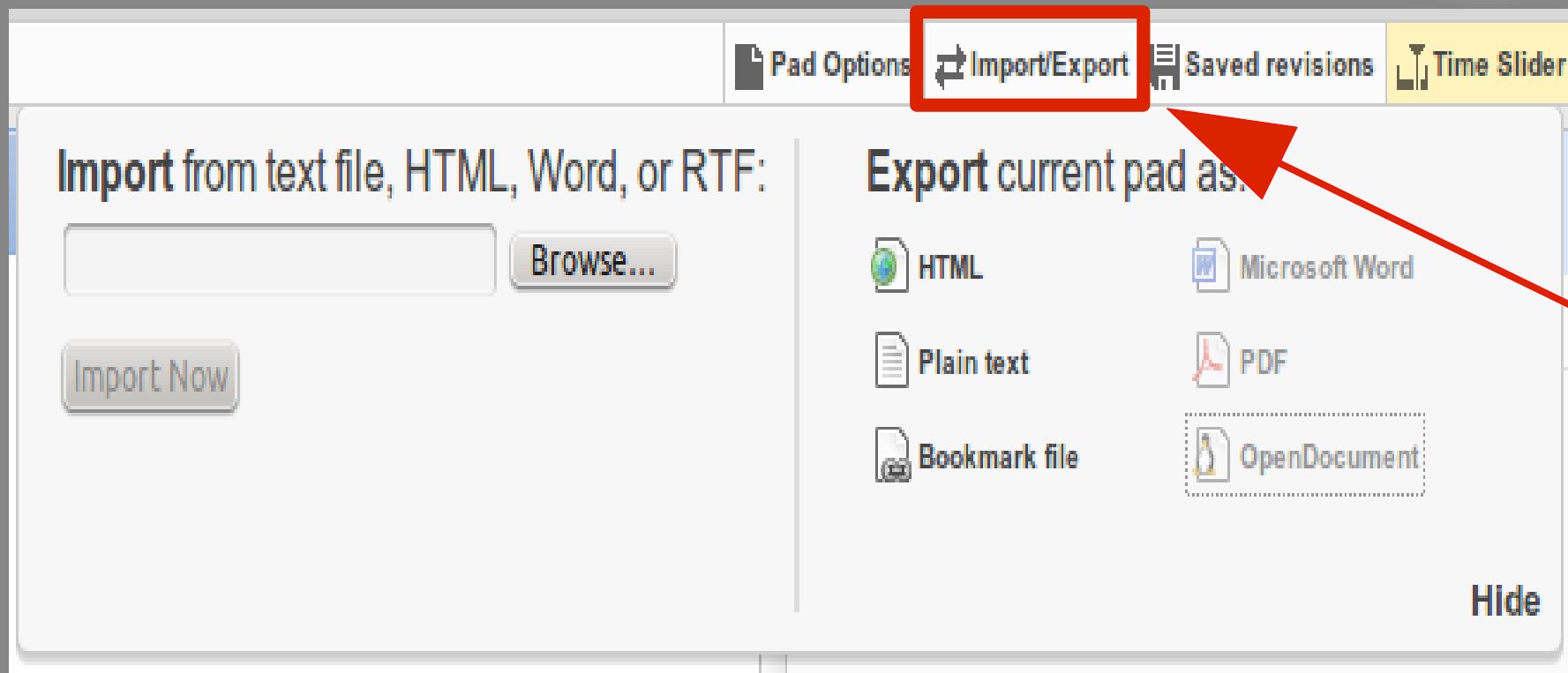
Display for: **Monospaced** (selected), Normal, Monospaced

These options affect everyone's view of the pad.

Hide

Tutorial OKFN PAD

- Você pode exportar o texto produzido no formato disponível na instalação usada, ou importar um documento pré-existente.



Tutorial OKFN PAD

- Todas as modificações são salvas no histórico, mas você pode salvar algumas em especial, para recuperação posterior.



Public Pad

Pad Options Import/Export Saved revisions Time Slider

Revision 1
view | restore
0 seconds ago
by Acris

Save now

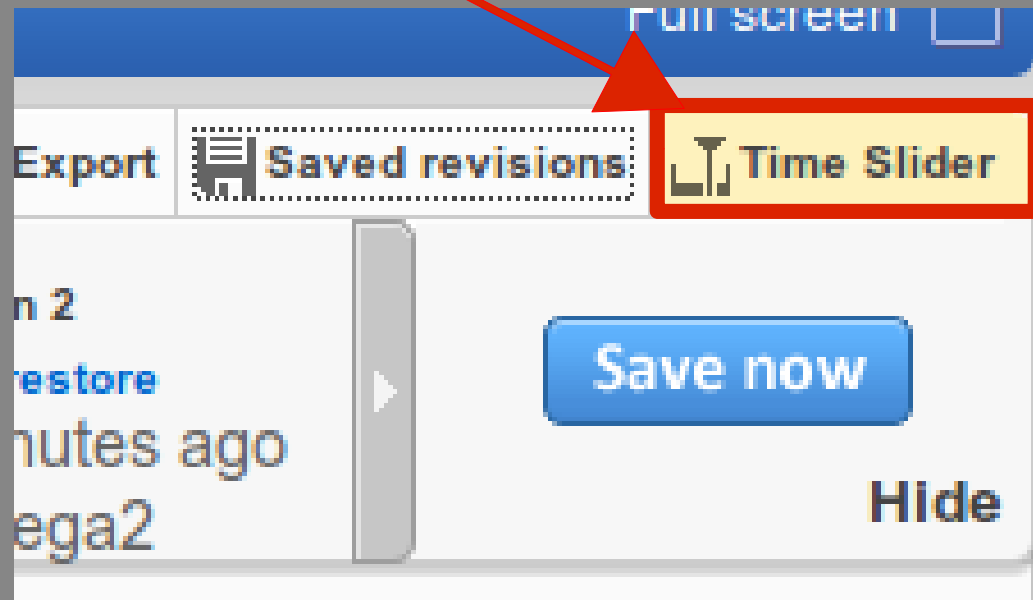
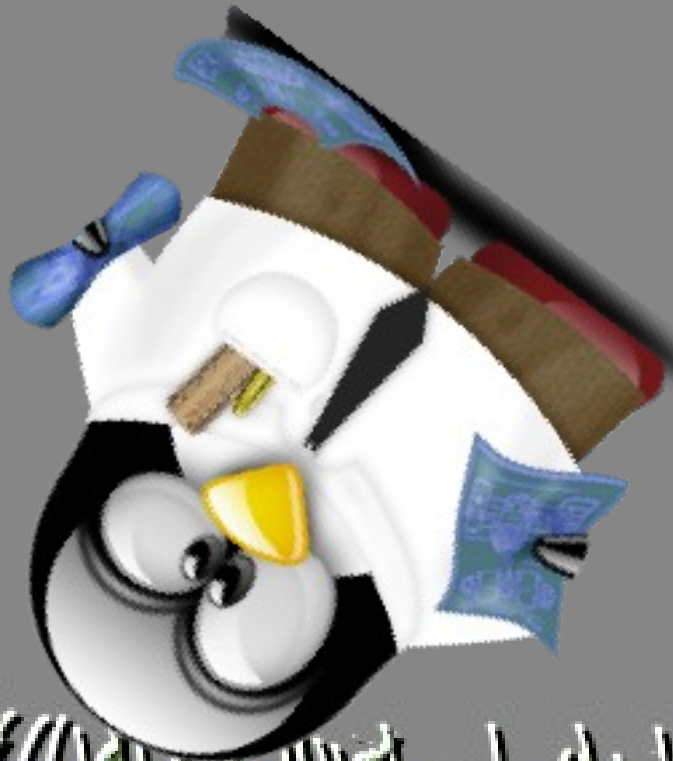
Hide



Revision 1 view restore 21 minutes ago by Acris	Revision 2 view restore 13 minutes ago by colega2
--	--

Tutorial OKFN PAD

- Para esconder essas opções, clique sempre em **hide** ou na própria opção novamente.
- Para ver a sequência das alterações, clique em Time Slider.



Tutorial OKFN PAD

O Time Slider deixa você ver toda a sequência da produção coletiva do texto e possui opções extras de download e visualização, até mesmo na forma de filme das alterações.

The screenshot displays the Open Knowledge Pad interface. At the top, a blue header bar contains the text "Etherpad is free software" on the left, "Open Knowledge Pad" in the center, and "Full screen" with a checkbox on the right. Below the header, a white bar shows "Public Pad". A timestamp "03/24/2013 17:00:45" is visible on the left. A horizontal blue time slider is positioned below the timestamp, featuring a play button icon on the right and two yellow star markers. To the right of the slider are navigation controls: a play button, two star icons, and left/right arrow icons. Below the slider, a blue bar indicates "Public Pad Version 98 Saved March 24, 2013". The main content area is divided into two sections. The left section contains a list of document features: "Titulo do documento", "RESUMO: blablabla ble ble", "listas", "sublistas", "sublinhado", "riscado", "itálico", and "Texto novo". The right section contains a list of actions: "View latest content", "Link to this version", "Link to read-only page", "Edit this pad", and "Download as". The "Download as" section lists four options: "HTML", "Plain text", "Microsoft Word", and "PDF", each with a corresponding icon.

Tutorial OKFN PAD

- Pronto, agora é só começar a trabalhar!
- Caso você queira manter a identidade dos autores vinculadas às cores em diferentes dias de acesso, é melhor criar um espaço do grupo e cadastrar cada um.

Open Knowledge Pad

Create new pad

Create team site



Tutorial OKFN PAD

É a cultura livre, a seu dispor!

Aproveite!



Tutorial OKFN PAD

- O Open Knowledge Pad é software livre.
- Estes slides foram produzidos no LibreOffice. O fundo dos slides foi feito no TuxPaint e os Pinguins são da Crystal-tux Factory e do TuxPaint.
- Este material foi produzido pela Acris, do Texto Livre, e está disponível em Creative Commons By-Sa.

- Compartilhe!

