WOMEN IN FINANCE EDIT-A-THON

Join us to learn how to contribute to Wikipedia to tell the stories of entrepreneurs and other women trailblazers in business and finance.

#BecauseOfHerStory

Smithsonian

NOW PLAYING: NOTABLE WOMEN WITHOUT WIKIPEDIA ARTICLES SPOTIFY PLAYLIST
FOR MORE INFO, SEARCH WP:NWPP ON WIKIPEDIA
Smithsonian Women in Finance and Business Wikipedia Edit-a-thon

October 29, 2020

Agenda

1. Welcome, Effie Kapsalis
2. Dr. Crystal Moten, Curator in the Division of Work and Industry at NMAH
3. Editing training, Ariel Cetrone
4. Editing
Wikimedia DC is the regional outreach organization for Wikipedia and the other projects of the Wikimedia Foundation. Our mission is to promote participation in Wikimedia projects in Washington, DC, Maryland, Virginia, West Virginia, Delaware and throughout the United States.

Ariel Cetrone - Institutional Partnerships Manager
Wikipedia Username: @Ariel Cetrone (WMDC)
WikimediaDC.org
Attendees will:

- Gain an understanding of Wikipedia’s pillars and policies

- Learn how to:
  - edit existing Wikipedia articles
  - create new articles

With the goal of:

- Improving Wikipedia by adding and editing content about women in business and finance
Wikipedia

What exactly is it, anyway???
What is Wikipedia?

Wikipedia is a multilingual, web-based, free encyclopedia based on a model of openly editable content. It is the largest and most popular general reference work on the Internet. [Wikipedia] is supported by the Wikimedia Foundation, a non-profit organization which operates on money it receives from donors.

From Wikipedia (en)
“Imagine a world in which every single person on the planet is given free access to the sum of all human knowledge. That's what we're doing.”

-Jimmy Wales, co-founder, Wikipedia
About us

Free as in beer, Free as in freedom ... gratis et libre

Created and edited by volunteers

Overseen by nonprofit Wikimedia Foundation

All edits and versions recorded forever (revision history)

6+ million articles, 270+ languages
Free...

All content freely licensed without restrictions

Creative Commons Attribution Sharealike or Public Domain

Written content or image/video/audio uploads

Wikimedia Commons - multimedia repository commons.wikimedia.org

Commercial re-use is absolutely allowed. Google, publishers...
Wikimedia, is the global community of contributors to Wikimedia Foundation projects. The movement was created around Wikipedia's community, and has since expanded to the other Wikimedia projects.

- Wikipedia, a web-based encyclopedia
- Wiktionary, a dictionary
- Wikibooks, educational textbooks
- Wikinews, news articles
- Wikiquote, a collection of quotations
- Wikisource, a library of source texts and documents
- Wikiversity, educational material
- Wikivoyage, a travel guide
- Wikispecies, a taxonomic catalogue of species
- Wikimedia Commons, a data repository of media like images, videos and sounds.
- Wikidata, a common source of data, also accessible by the other projects
Wikipedia Basics, Policies, and Oversight
Wiki

- A website where anyone can edit any page at any time
- Meant to be "quick"
- Remembers all versions (nothing ever destroyed)
- Hyperlinks between pages
Wikipedia: Five Pillars

- Wikipedia is an encyclopedia
- Wikipedia is written from a neutral point of view
- Wikipedia is free content that anyone can use, edit, and distribute
- Wikipedia's editors should treat each other with respect and civility
- Wikipedia has no firm rules

WP:Pillars
Wikipedia Policies

- **Neutral Point of View** - written so all sides can agree (WP:POV)
- **Notability** - significant independent sources -> importance (WP:N)*
- **Verifiability** - Using reliable sources to reference information (WP:V)
- **No original research** - point to existing scholarship (WP: NOR)
- **Assume good faith** - start with congenial spirit (WP:GF)
- **Conflicts of interest** - disclose and abide by terms of service (WP:COI)

*See also ‘Category:Wikipedia notability guidelines’ for more on notability by topic*
Engaging GLAMS

Galleries, Libraries, Archives and Museums
The **GLAM–Wiki initiative** ("galleries, libraries, archives, and museums" with Wikipedia; also including botanic and zoological gardens) helps cultural institutions share their resources with the world through collaborative projects with experienced Wikipedia editors.

**WP:GLAM**
Why Engage GLAMs?

- Gatekeepers of art, culture and history
- Subject matter experts
- Access to collections, libraries, images
- Engaged audiences and stakeholders
User Page: Sample Conflict of Interest Statement

For those editing as part of their professional duties

About Me

I am a paid employee of XYZ organization. We are working to make our resources more accessible to the public by working directly with Wikipedia.

Conflict of interest statement

I am editing Wikipedia as part of my official duties at XYZ organization. I will abide by Wikipedia's accepted practices on conflicts of interest, neutrality, and notability. Because the mission of XYZ organization is in line with Wikipedia's mission to disseminate knowledge, I will not make edits that I do not believe are in accordance with Wikipedia's practices and procedures. If you believe I have made an error or violated Wikipedia's norms, please let me know.
Wikipedia’s Gender Gap
Editor gender gap? Unsilence the silent

Only 1 out of 10 Wikipedia editors is female!
Content gender gap? Make the invisible visible

Percentage of women’s biographies

<table>
<thead>
<tr>
<th>Time</th>
<th>Percentage</th>
<th>Language</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2014</td>
<td>15%</td>
<td>English</td>
<td>Wikipedia</td>
</tr>
<tr>
<td>October 2020</td>
<td>18.54%</td>
<td>English</td>
<td>Wikipedia</td>
</tr>
</tbody>
</table>
How Can We Fix This?

- Partnerships with nonprofits, colleges/universities, government entities and beyond
- Engagement through edit-a-thons, training opportunities and Wikiprojects like Women in Red and Art+Feminism
Event Page and Article Work List
Log in to Wikipedia

1. Go to en.wikipedia.org
2. Create username or log in (top right)
1. Go to en.wikipedia.org

2. Enter WP:AWHI-Finance into the Wikipedia search bar (top right) or refer to link in the chart
# Event page

- Wikimedia page with links to Wikipedia policies, practices, and tools. Also includes a list Wikipedia articles for creation or improvement.
- This page will remain live and accessible after the event.

## Wikimedia

<table>
<thead>
<tr>
<th>[edit source]</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Wikimedia movement</strong></td>
</tr>
<tr>
<td><a href="https://commons.wikimedia.org/wiki/Main_Page">Wikimedia Commons</a>, a data repository of media (images, videos and sounds). (See <a href="https://commons.wikimedia.org/wiki/Special:GLAM">Wikimedia Commons:GLAM Wikiprojects</a>)</td>
</tr>
<tr>
<td><a href="https://wikidata.org/wiki/Wikidata">Wikidata</a>, a common source of data, also accessible by the other projects</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikipedia:Core_content_policies">Wikipedia:Core content policies</a></td>
</tr>
<tr>
<td><a href="https://species.wikimedia.org/wiki/Wikispecies">Wikispecies</a>, a taxonomic catalog of species</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikisource">Wikisource</a>, a library of source texts and documents</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikiversity">Wikiversity</a>, educational material</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikibooks">Wikibooks</a>, educational textbooks</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikinews">Wikinews</a>, news articles</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikiquotes">Wikiquote</a>, a collection of quotations</td>
</tr>
<tr>
<td><a href="https://en.wikipedia.org/wiki/Wikivoyage">Wikivoyage</a>, a travel guide</td>
</tr>
</tbody>
</table>

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26
Article Worklist Review

Articles to edit and links to potential sources

- Mellody Hobson
  For use as external link: Audio of panel featuring Mellody Hobson, Outliers and Outperformers: Women in Fund Management California records, Hoover Institution Library & Archives, Stanford, CA

- Dina Powell

- Lillian Vernon (businesswoman)
  Biography, National Museum of American History
  Biography, German Historical Institute Immigrant Entrepreneurship project

- Maggie L. Walker
  Biography, National Museum of American History
  Maggie L. Walker National Historic Site, National Park Service

- Mary-Dell Chilton
  Biography, National Museum of American History
  For use as external link: Interview with Mary-Dell Chilton, Genetic Engineering and Society Oral History Project

- Lena Richard
  Biography, National Museum of American History
  Meet Lena Richard, the Celebrity Chef Who Broke Barriers in the Jim Crow South. Smithsonian Magazine
Event page Sign-in

1. Go to the blue sign-in button
2. School down on the following page and click publish (do not write anything on the empty field)

Please sign in [edit source]

This is for use on the day of the event.
1) Click 'Sign in' here.
2) Scroll down on the page that follows and click 'Save changes'. Your username will then be added to the
Set Editing Preferences
## Wikipedia Editing Tools

<table>
<thead>
<tr>
<th>VisualEditor</th>
<th>Source Editor</th>
</tr>
</thead>
<tbody>
<tr>
<td>‘Edit’ button</td>
<td>‘Edit source’ button</td>
</tr>
</tbody>
</table>

**VisualEditor** is a "visual" way of editing Wikipedia that does not require editors to learn wiki markup. Until Visual Editor, editors had to learn wiki markup to make most edits.

VisualEditor works like a word processor. While is simpler to use, the Source Editor can be more effective for some tasks.

Source editor uses Wikitext, also known as Wiki markup or Wikicode, which consists of the syntax and keywords used by the MediaWiki software to format a page.
1. Open the Wiki event page or any Wikipedia article
2. Select ‘Preferences’ (Top right)

Set Editing Preferences: Activate Visual Editor
Set Editing Preferences: **Activate Visual Editor**

3. Select the ‘Editing’ tab

**Preferences**

For information about the settings on this page, see Help:Preferences.

- User profile
- Appearance
- Editing
- Recent changes
- Watchlist
- Search
- Gadgets
- Beta features
- Notifications

---

Basic information

Username: Ariel Cetrone (WMDC)

Member of groups: Autoconfirmed users, Extended confirmed users, Users

Connected apps: Manage 3 connected applications
Set Editing Preferences: **Activate Visual Editor**

4. Scroll down to ‘Editor’

5. Select ‘Show me Both Editor Tabs’ from the ‘Editing Mode’ dropdown menu

6. Save (bottom left)
User Page
User Page

- All users/editors are assigned a user page

- Access user page by selecting your username (top right)
User Page

- Share information and interests
- Use is optional unless editing as part of official duties
User Page: Sample Conflict of Interest Statement

For those editing as part of their professional duties

About Me

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Talk Page

- Receive messages
- Communicate with other users
Tabs and Article Anatomy
Maggie Lena Walker (February 18, 1864 – December 15, 1934) was an African-American businesswoman and teacher. Walker was the first African-American woman to charter a bank and serve as its president in the United States. As a leader, she achieved successes with the vision to make tangible improvements in the way of life for African Americans. Disabled by paralysis and a wheelchair user later in life, Walker also became an example for people with disabilities.

Walker's restored and furnished home in the historic Jackson Ward neighborhood of Richmond, Virginia has been designated a National Historic Site, operated by the National Park Service.
### Article Quality Assessment

<table>
<thead>
<tr>
<th>Quality</th>
<th>Top</th>
<th>High</th>
<th>Mid</th>
<th>Low</th>
<th>???</th>
<th>Total</th>
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<tr>
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<td>2,079</td>
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<td>362,787</td>
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<td>14,279</td>
<td>43,376</td>
<td>133,569</td>
<td>75,305</td>
<td>270,475</td>
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<tr>
<td>Assessed</td>
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<td>210,323</td>
<td>835,434</td>
<td>3,857,231</td>
<td>1,402,273</td>
<td>6,363,743</td>
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<tr>
<td>Unassessed</td>
<td>122</td>
<td>535</td>
<td>2,441</td>
<td>16,468</td>
<td>442,437</td>
<td>462,003</td>
</tr>
<tr>
<td>Total</td>
<td>58,604</td>
<td>210,858</td>
<td>837,875</td>
<td>3,873,699</td>
<td>1,844,710</td>
<td>6,825,746</td>
</tr>
</tbody>
</table>
Exploring Tabs: Article History

View all edits ever made by selecting ‘View History’

Maggie L. Walker  [ edit | edit source ]

ORES predicted quality:  C (3.72)
A C-class article from Wikipedia, the free encyclopedia

This article is about the Virginia businesswoman and first African American woman and first women bank president in the United States. For the poet, see Margaret Walker.

Maggie Lena Walker (July 15, 1864 – December 15, 1934) was an African-American businesswoman and teacher. Walker was the first African-American woman to charter a bank and serve as its president in the United States. As a leader, she achieved successes with the vision to make tangible improvements in the way of life for African Americans. Disabled by paralysis and a wheelchair user later in life, Walker also became an example for people with disabilities.

Walker's restored and furnished home in the historic Jackson Ward neighborhood of Richmond, Virginia has been designated a National Historic Site, operated by the National Park Service.

Contents [hide]
1 Childhood
2 Leader
3 Businesswoman, banker
4 Legacy
5 Family
6 References
7 Further reading
8 External links

Childhood  [ edit | edit source ]
Exploring Tabs: Article History

View all edits ever made by selecting ‘View History’

Maggie L. Walker: Revision history

View logs for this page (view filter log)

Filter revisions

External tools: Find addition/removal (Alternate) • Find edits by user • Page statistics • Pageviews • Fix dead links

For any version listed below, click on its date to view it. For more help, see Help:Page history and Help:Edit summary.

(cur) = difference from current version, (prev) = difference from preceding version, (newest) = newest version, (oldest) = oldest version

Compare selected

- (cur I prev) 14:00, 6 September 2020 Arjayay (talk | contribs) m . . (14,602 bytes) (+1) . . (a > an) (undo I thank)
- (cur I prev) 13:06, 2 September 2020 Ro phd (talk | contribs) m . . (14,601 bytes) (-6) . . (updated language re: disability) (undo I thank) (Tag: Visual edit)
- (cur I prev) 04:21, 26 August 2020 2601:5c4:4300:4a00:ac1c:3ca8:97a5:964b (talk) . . (14,607 bytes) (+11) . . (Childhood) (undo)
- (cur I prev) 18:01, 24 August 2020, 20202007:3000:2c1:19c8:5c27:474:4750 (talk) . . (14,550 bytes) (+2) . . (updated | undo)
Exploring Tabs: Talk Page - Community Discussion

- Discuss the article with other editors
- Use is optional
- Can be used to add suggestions when one believes they have a conflict of interest
Article Sections: Lead Paragraphs and infoboxes

Maggie L. Walker [edit | edit source]

ORES predicted quality: ☢️ C (3.72)
A C-class article from Wikipedia, the free encyclopedia

This article is about the Virginia businesswoman and first African American woman and first women bank president in the United States. For the poet, see Margaret Walker.

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Contents [hide]
1 Childhood
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Childhood [edit | edit source]
According to biographical material she supplied, Walker was born as Maggie Lena Draper in Richmond, Virginia, to Eccles Cuthbert and Elizabeth Draper two years and two months after the end of the American Civil War. Census information, as well as a diary passage saying that she was four years old on her mother's wedding day in May 1868, with William Mitchell, set the date back to 1864 or 1865.[3][4] Her mother was a former slave and an assistant cook in the Church Hill mansion of Elizabeth Van Lew, who had been a spy in the Confederate capital city of Richmond for the Union during the War, and was later postmaster for Richmond. Her stepfather was a butler. and her biological father was an Irish Born Confederate soldier and a postwar writer for the New York Herald.[4]

The Mitchell family moved to their own home on College Alley off of Broad Street nearby Miss Van Lew's home where Maggie and her brother Johnnie were First African Baptist Church which, like many black churches at the time, was an economic, political, and social center for the local black community.[3][4] After Mitchell, Maggie's mother supported her family by working as a laundress. Young Maggie attended the newly formed Richmond Public Schools and helped her clothes.

References


References or notes (Inline citations)
Additional Sections

Further reading


External links

- NPS Maggie L. Walker National Historic Site website
  - Maggie L. Walker National Historic Site Museum Online Collections
  - Maggie L. Walker Videos on Youtube
- Maggie L. Walker Governor's School for Government and International Studies website
- Enterprising Women Maggie L. Walker Archived webpage from June 17, 2006

Authority control

GND: 129503398 • LCCN: n97044100 • SNAC: w6f79550 • VIAF: 23220401 • WorldCat Identities: lccn-n97044100

Virginia Women in History

Categories (+): 1867 births (-) (±) 1934 deaths (-) (±) People from Richmond, Virginia (-) (±) American bankers (-) (±) Businesspeople from Richmond, Virginia (-) (±)
- American women activists (-) (±) African-American activists (-) (±) African-American history of Virginia (-) (±) American women bankers (-) (±) African-American bankers (-) (±)
- African-American founders (-) (±) American founders (-) (±) Women founders (-) (±) American women business executives (-) (±) American business executives (-) (±)
- 19th-century American businesspeople (-) (±) 20th-century American businesspeople (-) (±) Activists from Virginia (-) (±) 20th-century American businesswomen (-) (±) (+)
Editing Existing Articles
Editing with Visual Editor

1. Open a Wikipedia article
2. Select ‘Edit’
3. Add and remove text as you would in a word processor

Unsure if you are in Visual Editor? Are you not seeing the ‘Edit’ button? Select ‘Edit Source’, select the Pencil (red), select ‘Visual editing’
Citing Your Sources

1. Place cursor in desired location
2. Select ‘Cite’
3. Select ‘Automatic’ (for URLs, etc.), ‘Manual’ (to customize fields), or ‘Reuse’ (to cite a source that has already been used)
4a. Populate fields (when selecting ‘Automatic’ and ‘Manual’)

4b. Select source that’s already listed (when selecting ‘Reuse’)

5. Select ‘Insert’
Adding Sections with Headings

Leader

When she was fourteen years old, young Maggie joined the local council of the Independent Order of St. Luke. This fraternal burial society, established in 1867 in Baltimore, Maryland, ministered to the sick and aged, promoted humanitarian causes and encouraged individual self-help and integrity. She served in numerous capacities of increasing responsibility for the Order, from that of a delegate to the biannual convention to the top leadership position of Right Worthy Grand Secretary in 1899, a position she held until she died.

Walker was inducted as an Honorary Member of the Nu Chapter of Zeta Phi Beta Sorority at the chapter’s first meeting in 1926.

Businesswoman, banker

In 1902, she published a newspaper for the organization, The St. Luke Herald. Shortly after, she chartered the St. Luke Penny Savings Bank. Walker served as the bank’s board of directors, earning her the recognition of being the first African American woman to charter a bank in the United States. The bank’s leadership also included her and members. Later Walker agreed to serve as chairman of the board of directors when the bank merged with two other Richmond banks to become The Consolidated Bank, which grew to serve generations of Richmonders as an African-American owned institution.

Walker received an honorary master’s degree from Virginia Union University in 1925, and was inducted into the Junior Achievement U.S. Business Hall of Fame in 2001.
Adding Sections with Headings

1. Place cursor
2. Select ‘Paragraph’
3. Select ‘Heading’
4. Name heading
5. Hit return/enter to default back to ‘paragraph text and begin typing

New section with heading

Businesswoman, banker
Creating Links Between Wikipedia Articles

1. Select text
2. Select link icon
3. Select article and ‘Done’

*When adding an external link in an external links section, enter the title of what you are adding, highlight the text, select the link icon, paste a URL, and select ‘Done’. 
Adding Photos with Wikimedia Commons

1. Place cursor in desired location (left or right)
2. Select: ‘Insert’ + Media’
3. Enter search term
Adding Photos with Wikimedia Commons

4. Enter search term

5. Select photo + ‘Use this image’
Adding Photos with Wikimedia Commons

6. Caption your image and add alternative text

7. Select ‘Insert’
Adding Categories

1. Leave Editing mode
2. Select +
3. Type the category name into the field, i.e. ‘American Bankers’. Only existing categories will appear in the list of options. You may create new categories.
4. Select ‘Apply Changes’
Don’t forget to ‘Publish’ often

To quickly abandon changes made to an article, select ‘Read’ (next to Edit/Edit Source) and your edits will not be saved.
Additional tips

- Search hyperlinked articles for relevant information
- ‘Copy and Paste’ is acceptable between WP articles as long as content is relevant and the original articles/editors are credited in the ‘Edit Summary’ box
- Also a good way to find new sources
Creating New Articles

Three Methods
Creating Articles: Drafts

1a. Start a ‘Draft’

- Enter Draft:Article title into WP search bar
- Click the red link to start the article
- Start writing and publish as you go
When ready to move your draft to Wikipedia mainspace, go to the draft and select ‘More’ then ‘Move’
Creating Articles: Drafts

- Select ‘Article’ from the New Title dropdown menu and check that ‘Draft’ has been removed from the title.
- Select ‘Move Page’.
Or...
Creating Articles: Drafts

1b. Use the Article Wizard - (Search Wikipedia: Article Wizard)

● Follow prompts

● Publish in draft form
Creating Articles: Wikipedia Mainspace

2. Start a ‘Mainspace’ article

- Enter **Article title** into WP search bar
- Click the **red link** to start the article
- Create
- Publish
Creating Articles: Sandbox

3. Practice using your Sandbox

- Select Sandbox
- Select Edit or Edit Source
- Create article or section
- Copy/Paste Sandbox content into a draft of mainspace article

User: Ariel Cetrone (WMDC)/sandbox
Uploading Photos or Files to Wikicommons
Adding Images or Files

1. Go to commons.wikimedia.org
2. Select ‘Upload’
3. Select media files to share
Adding Images or Files

4. Select ‘Continue’

Upload Wizard

Please visit Commons:Help desk if you need to ask questions about uploading files.

Learn  Upload  Release rights  Describe  Add data  Use

Angler's footbridge.jpg
Uploaded
Remove

Add more files  Add more images from Flickr

Continue

All uploads were successful!

1 of 1 file uploaded
Adding Images or Files

5. Select Address Copyright

Upload Wizard

Leave feedback · Alternative upload methods · Back to the old form

Please visit Commons:Help desk if you need to ask questions about uploading files.

Learn - Upload - Release rights - Describe - Add data - Use

This site requires you to provide copyright information for this work, to make sure everyone can legally reuse it.

- This file is my own work.
- This file is not my own work.

Back
5a. Release the rights if it is your own work

This site requires you to provide copyright information for this work, to make sure everyone can legally reuse it.

This file is my own work.

I, [Ariel Cetrone (WMDC)], the copyright holder of this work, irrevocably grant anyone the right to use this work under the Creative Commons Attribution ShareAlike 4.0 license (legal code).

(Anyone may use, share or remix this work, as long as they credit me and share any derivative work under this license.)

This file is not my own work.

Use a different license
5b. If not your own work, name the source and select the appropriate Creative Commons license or another reason why it is license-free or in the public domain (Pre-1925, published for the US government, etc.)
6. Describe the image

Image title
Create a unique descriptive title using plain language with spaces. Omit the file extension, if any.

Angler’s Footbridge C&O Canal Potomac, Maryland

Caption
Add a one-line explanation of what this file represents, including only the most relevant information.

English
Angler’s Footbridge C&O Canal Potomac, Maryland

Description
Provide all information that will help others understand what this file represents.
7. Add metadata (optional), i.e. Depicts Footbridge

8. Publish
Let’s Edit!

Use the chat for immediate assistance

For future assistance or to inquire about help with your own editing event, contact:
Ariel Cetrone - Institutional Partnerships Manager
Wikipedia Username: @Ariel Cetrone (WMDC)
ariel.cetrone@wikimediadc.org