American Archive of Public Broadcasting/ Library of Congress Wikipedia Editing Workshop



April 27, 2020

Slides courtesy of Wikimedia DC wikimediadc.org

Greetings from Wikimedia DC!

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.

This presentation was created by Wikimedia DC for the purpose of training new Wikipedia editors. It may be downloaded using Wikimedia Commons.

More about the Wikimedia Affiliates Model

Today's Objectives

Attendees will:

- Gain an understanding of Wikipedia's pillars and policies
- Learn how to:
 - edit existing Wikipedia articles
 - create new articles
 - strengthen Wikipedia articles using collections and materials from the American Archive of Public Broadcasting and the Library of Congress.
 - Upload photos to Wikimedia Commons, Wikipedia's photo repository.

Create A Username/Sign-in: en.wikipedia.org

Not logged in Talk Contributions Create account Log in Search Wikipedia

Create account

Username (help me choose) Enter your username

Password

Special page

Enter a password

Confirm password

Enter password again

Email address (optional)

Enter your email address

How do we collect data for detecting bots?

To protect the wiki against automated account

Wikipedia is made by people like you.



851,394,955

edits



5,702,628

articles



121,967

recent contributors

Navigate to the wiki event page

- 1. Go to en.wikipedia.org
- 2. Enter the following shortcut into the search bar (top right).

WMDC:AAPBLC

3. Bookmark this page. We will use it throughout the day.

Wiki Event Page

▼ ¥¥IKIPEUIA.I¥IEEIUP I DO

Shortcut WMDC-AAPBLC

@WikimediaDC

American Archive of Public Broadcasting and Library of Congress Wikipedia Editing Workshop

Join us for a remote Wikipedia editing workshop and learn how to improve and create Wikipedia articles using collections from the American Archive of Public Broadcasting and Library of Congress.

Attendees will be encouraged to continue editing during the ongoing period of social distancing. A suggested article work list will be made available to all attendees.

Please create a Wikipedia username prior to joining the session.

This event will be streamed via Zoom. A password protected link will be shared via email with all registrants. Please contact us if you are interested in hosting a remote training session for your staff or constituents.

When

Monday, April 27, 2020 10am-12pm EDT

Where



Contents [hide]

- 1 Safe Space Policy
- 2 Please sign in
- 3 Presentation
- 4 Wikimedia
- 5 Wikipedia Policies



Wikipedia 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)

Wikipedia: the 21st-century encyclopedia



"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)

5+ 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

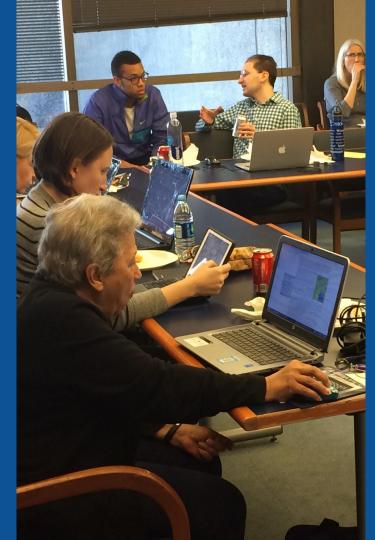
Commercial re-use is absolutely allowed. Google, publishers...



Wikipedia Basics and Policies

Photo: Georgetown Slavery Archive Editing Workshop
Georgetown University

Source: Wikimedia Commons



Wikis

- 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

Wikipedia Policies

- Neutral Point of View written so all sides can agree
- Notability significant independent sources -> importance
- Verifiability Using reliable sources to reference information
- No original research point to existing scholarship
- Assume good faith start with congenial spirit
- Conflicts of interest disclose and abide by terms of service

Additional policies: Wikipedia:List of policies

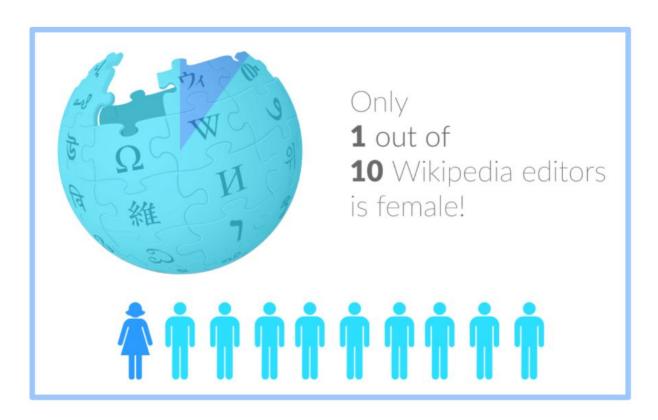
Wikipedia's Gender Gap

Photo: Art and Feminism Wikipedia-Edit-A-Thon National Museum of Women in the Arts

Source: Wikimedia Commons



Editor gender gap? Unsilence the silent



Content gender gap? Make the invisible visible

Percentage of women's biographies

November 2014

15%

English language Wikipedia April 2020

18.37%

English language Wikipedia

How Can We Fix This?

 Engagement through edit-a-thons, training opportunities and Wikiprojects like Women in Red.

Example: NMWA event featured the the BBC

 Partnerships with nonprofits*, colleges/universities, government entities and beyond

*75% of nonprofit employees are female.

These nonprofits include educational, scientific and literary organizations. It's time to engage these 'gatekeepers'.

Engaging GLAMS

<u>Galleries</u>, <u>Libraries</u>, <u>Archives and Museums</u>

Photo: Art and Feminism Wikipedia-Edit-A-Thon Smithsonian American Art Museum

Source: Wikimedia Commons





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.

WikiProject: An area for focused collaboration among Wikipedians.



The GLAM-WIKI project supports GLAMs and other institutions who want to work with Wikimedia to produce open-access, freely-reusable content for the public.

Why Engage GLAMs?

- Gatekeepers of art, culture and history
 - Subject matter experts
- Access to collections, libraries, images
 - Engaged audiences and stakeholders

Why Partner with Wikipedia

- Mission fulfillment (education, community engagement, interpretation)
- Share resources and collections with the world
- Drive millions of WP page views per day
- Measure impact by monitoring article views

^{*}Be mindful of the Conflict of Interest Policy

How Can GLAM Staff Engage with WP

- Host edit-a-thons, editing workshops, scan-a-thons, upload-a-thons, behind the scenes tours
 - Hire a Wikipedian-in-Residence
- Assist WIR or volunteers in accessing your collections
 - Edit on your own while avoiding conflicts of interest

What is a Wikipedia Edit-a-thon?

- A scheduled time where people edit Wikipedia together, whether offline, online, or a mix of both
- Typically focused on a specific topic, such as science or women's history
 - A way to give newcomers an insight into how Wikipedia works.

Wikipedians-in-Residence

- Wikipedians who dedicate time to working in-house at an organization
 - Paid staff or volunteers
 - Work to lay the foundation for a lasting partnership between the Wikipedia community and an organization

WIR Core Characteristics

A Wikipedian-in-Residence:

- Serves as a liaison between the organization and the Wikimedia community to promote a mutually beneficial cooperation.
- Promotes understanding of Wikimedia among staff through workshops/events.

WIR Core Characteristics

- Works with organizational staff to digitize, compile, and organize resources to be shared with the Wikipedia community.
- Facilitates the improvement of content by the Wikipedia community, rather than directly editing articles as a core goal.

WIR Core Characteristics

- Coordinates events, such as Scan-a-Thons, Edit-a-Thons, or Backstage Passes, that bring Wikipedians on-site to work with staff on content creation and improvement.
- Formally coordinated by the institution for closer relationship with staff

More about the WIR Program

GLAM Engagement & Avoiding Conflicts of Interest

Disclose affiliation on user page

Sample: Jamie Flood,
 National Agricultural Library

https://en.wikipedia.org/wiki/User:Jamie-NAL

GLAM Engagement & Avoiding Conflicts of Interest

- Avoid editing your institution's article, though some non-controversial edits are okay.
 - Edit articles about items or topics related to your collections
 - Upload photos

GLAM Engagement & Avoiding Conflicts of Interest

 Share resources using external links to record IDs or similar, secondary sources, links audio/video files

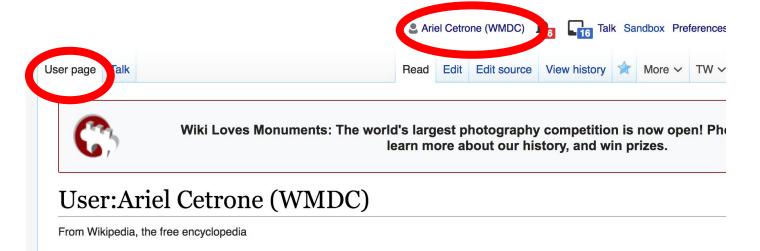
 When in doubt, use an article's talk page to suggest changes.

User Page



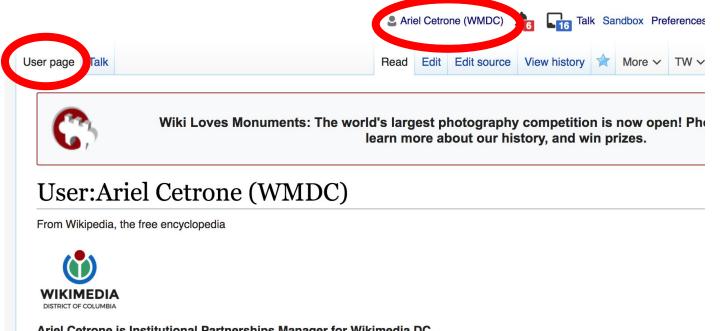
User Page

- All users/editors are assigned a user page
- Access user page by selecting your username (top right)
 - Share affiliations if you plan to engage as part of your official duties



User Page

- **Opportunity to share information and interests**
 - **Use is optional**



User Page: Sample Conflict of Interest Statement

About Me

I am a paid employee of the Library of Congress. 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 the Library of Congress. I will abide by Wikipedia's accepted practices on conflicts of interest, neutrality, and notability. Because the educational mission of the Library of Congress is in line with Wikipedia's mission to disseminate knowledge freely, I will not make edits that I do not believe are in accordance with Wikipedia's practices and procedures. The Library of Congress official work on Wikipedia is being governed by internal Library guidelines. If you believe I have made an error or violated Wikipedia's norms, please let me know.

This COI statement is also available on the event page.

Talk Page

- Receive messages
- Communicate with other users



Tabs/Article Anatomy

Photo: Hispanic Heritage Month Edit-a-thon National Archives

Source: Wikimedia Commons



Exploring Tabs: Article history

Goodyear Revue, which ran for three seasons. He also hosted the 1954 ABC talent contest show On the Boardwalk with Paul Whiteman.

View all edits ever made by selecting 'View History'



Exploring Tabs: Article history

View all edits ever made by selecting 'View History'



Exploring Tabs: Talk Page - Community Discussion

- Discuss the article with other editors
 - Use is optional



Sections: Lead Paragraphs



Sections: References

Biography [edit | edit source]

Early life [edit | edit | source]



Inline citations

Whiteman was born in Denver, Colorado, United States.^[1] He came from a musical family: his father, Wilburforce James White an^[8] we the supervisor of music for the Denver Public Schools, a position he held for fifty years,^[9] and his mother Elfrida (née Dallison) was a super opera singer. His father insisted that Paul learn an instrument, preferably the violin, but the young man chose the viola.^[10] According to Chris Popa, Whiteman was Protestant and of Scottish, Irish, English, and Dutch ancestry,^[11] although he is listed as Jewish in an interview with Michael Lasser.^{[12][13]}

Notes [edit | edit source]

- 1. A 2 c d e f g h i j k l Colin Larkin, ed. (1997). The Virgin

 F yclopedia of Popular Music (Concise ed.). Virgin Books.

 0. 1248. ISBN 1-85227-745-9.
- 2. ^ "Paul Whiteman American bandleader" 公. Britannica.com. Retrieved October 28, 2017.
- 3. ^ "Paul Whiteman: American Bandleader" &. Retrieved August 19, 2017.
- 4. ^ a b c "Paul Whiteman 'The King of Jazz' (1890-1967)" 당. Red Hot Jazz. Retrieved April 12, 2015.
- 5. ^ a b DeVeaux, Scott; Giddins, Gary (2009). Jazz (1 ed.).
 New York: W.W. Norton, ISBN 978-0-393-06861-0

- CD liner notes: Chart-Toppers of the Twenties, 1998 ASV Ltd.
- A Whitburn, Joel (1996). The Billboard Book of Top 40 Hits & (6. ed., rev. and enl. ed.). New York: Billboard Publications. ISBN 9780823076321.
- A ^{a b} Vera, Billy (2000). From the Vaults Vol. 1: The Birth of a Label - the First Years (CD). Hollywood: Capitol Records. p. 2.
- 24. A Rayno, Don (2003). Paul Whiteman Pioneer in American

- A Library of Congress. Copyright Office (1952). Catalog of Copyright Entries: Third series

 P. pp. 1–95. Retrieved January 8, 2017.
- A Library of Congress. Copyright Office (1952). Catalog of Copyright Entries: Third series

 P. pp. 1–143. Retrieved January 8, 2017.
- 42. ^ "Victor Discography: Paul Whiteman (composer)" 다. Victor.library.ucsb.edu. Retrieved April 8, 2012.
- 43. ^ Library of Congress. Copyright Office (1953). Catalog of Copyright Entries: Third series ☑. pp. 1–125. Retrieved January 8, 2017.

Additional Sections

External links [ed | edit source]

Works by or about aul Whiteman dat Internet Archive

- Paul Whiteman
 on IMDb
- Library of Congress: "Rhapsody in Blue" by Paul Whiteman and His Concert Orchestra with George Gershwin on piano, 1924 &



Wikimedia Commons has

media related to Paul Whiteman.

Authority control 🖍

NE: XX875528 교·BNF: cb13901130k 교 (data) 교·GND: 128535334 교·ISNI: 0000 0000 8151 7095 교·LCCN: n83176688 교·MusicBrainz: b8d920dd-fbd5-477f-9456-1a470b223ff7 교·IRA: 10569146 교·NKC: ola2002157334 교·NLI: 000455927 교·NTA: 072042001 교·SNAC: w6x63skj 교·SUDOC: 157307107 교·Trove: 1012062 교·VIAF: 71579725 교·IdCat Identities (via VIAF): 71579725 교

Categories (+') 1890 births (-) (±) | 1967 deaths (-) (±) | 20th-century American conductors (music) (-) (±) | 20th-century jazz composers (-) (±) |

Local Columbia Records artists (-) (±) | Male jazz composers (-) (±) | Musicians from Denver (-) (±) | Musicians from New York (-) (±) | Musicians from New York City (-) (±) |

Vaudeville performers (-) (±) | Victor Records artists (-) (±) | 20th-century American composers (-) (±) | Jazz musicians from New York (state) (-) (±) |

Jazz musicians from Colorado (-) (±) | 20th-century American male musicians (-) (±) | Jewish American songwriters (-) (±) | Jewish American musicians (-) (±) | (+)

Editing Existing Articles

Photo: Category: Wikimedia DC meetups

Source: Wikimedia Commons

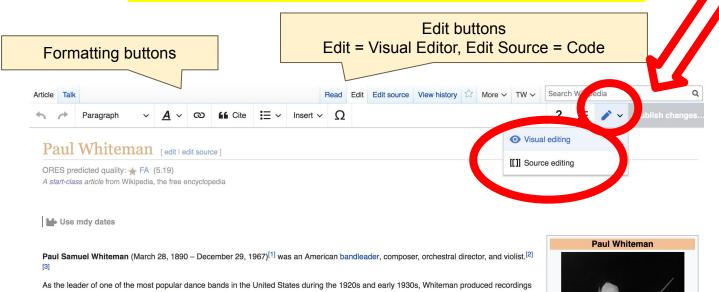


Edit w/ Visual Editor = What you see is what you get (mostly)

- 1. Locate article on work list
- 2. Select 'Edit' to use Visual Editor, 'Edit Source' for Source editing
 - 3. Unsure if you are in Visual Editor?

Select the Pencil (red arrow), select 'Visual editing'

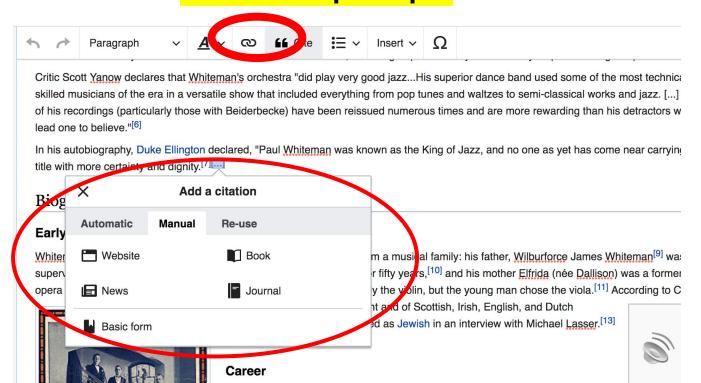
4. Edit as you would in a word processor



that were immensely successful, and press notices often referred to him as the "King of Jazz". Some of his most popular recordings included "

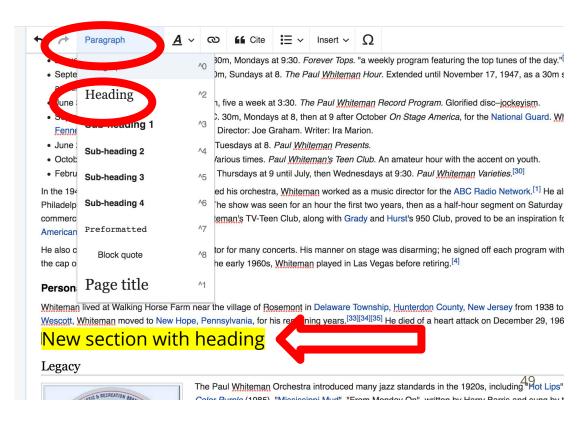
Cite your sources

Place cursor in desired location, select 'Cite' Follow prompts



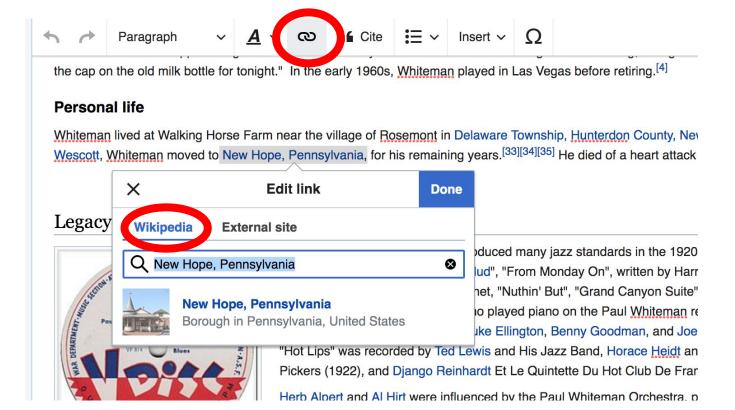
Adding Sections

- 1. Place cursor in desired location
 - 2. Select 'Paragraph'
 - 3. Select 'Heading'
 - 4. Name heading
 - 5. Select Enter/Return
 - 6. Start new section



Create links between articles

Select text 2. Select link icon 3. Select article and 'Done'



50

Adding External Links to Lower Sections

External links

- Works by or about Paul Whiteman

 at Internet Archive
- Paul Whiteman

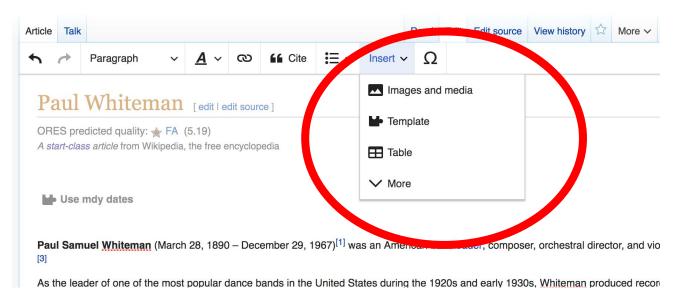
 at the Internet Broadway Database
- · Library of Congress: "Rhapsody in Blue" by Paul Whiteman and His Concert Orchestra with George Gershwin on piano, 1924



0000 8151 7095ஓ் · LCCN: n83176688ஓ் · Mi என் · SNAC: w6x63skjஓ் · SUDOC: 157307107

- 1. Enter text
- 2. Highlight text and select link icon
 - 3. Select 'external link'
 - 4. Paste link and select done

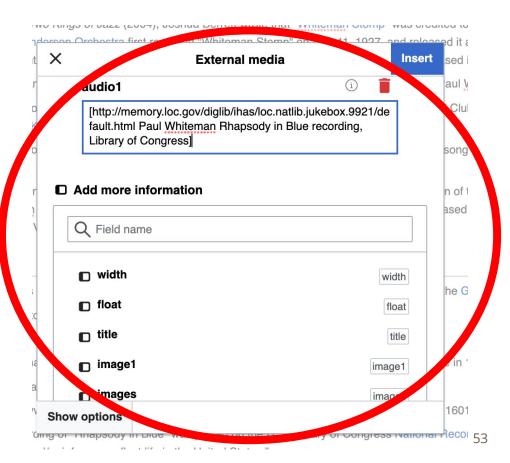
Adding External Links within Article Body



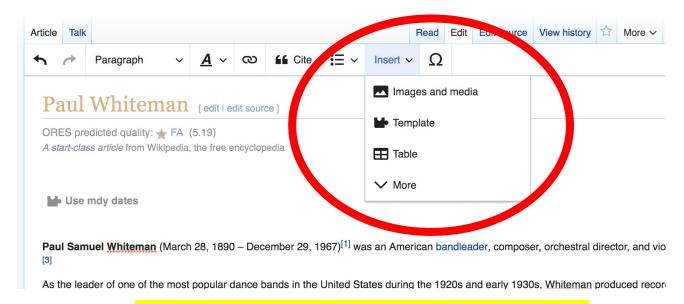
- 1. Place cursor in desired location
 - 2. Select: 'Insert' + 'Template'

Adding External Links Within Article Body

- 3. Select 'Show more'
- 4. Select the type of media (Audio or Visual)
- Add the following including the brackets [URL Title or Description]
- 6. Click 'Insert'

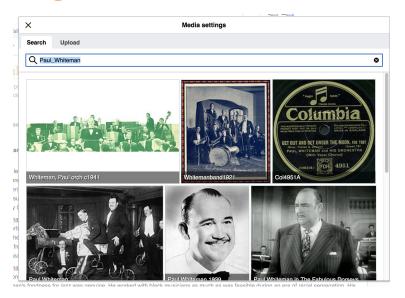


Adding Photos with Wikimedia Commons



- 1. Place cursor in desired location
 - 2. Select: 'Insert' + Media'
 - 3. Enter search term
- 4. Select photo + 'Use this image'

Adding Images with Wikimedia Commons



- Search for image and select 'insert'.
- All images must exist in Wikimedia Commons prior to inclusion in Wikipedia

'Publish Changes' When Ready



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

Explore linked articles

- Search hyperlinked articles for relevant information
- 'Copy and Paste' is acceptable between WP articles as long as content is relevant
 - Also a good way to find new sources

Need Inspiration?

- Use the article work list on the wiki event page. Search: WMDC-AAPBLC on Wikipedia
- Check out our Spotify playlist and help to create articles about notable women musicians. https://bit.ly/Notablewomen
- **Explore Wikiprojects**



These notable musicians don't have Wikipedia articles. Help to create them while listening to this curated playlist. Be sure to comment and let us know what article/s you're creating so we don't duplicate our efforts. Be sure to share once you've published. List sourced from Wikiproject: Women in Red. More names to come...



OPEN SPOTIFY COM

Notable Women without Wikipedia Articles, a playlist by **Ariel Wilson Cetrone on Spotify**

Creating New Articles

Photo: University of Maryland iSchool Disability

Justice Editing Workshop

Source: Wikimedia Commons



Create A New Article: Three Ways to Get Started

- 1. Start a 'Draft'
- Enter Draft:Article title into WP search bar
 - Click the red link to start the article





Draft cont.

- Start writing and publish as you go
 - When happy with your draft, select 'More' then 'Move'
- Select 'Article' in menu under New Title, remove 'Draft:' and move page



Or...

Start a Draft Article with Article Wizard

Use the Article Wizard

(Wikipedia: Article Wizard)

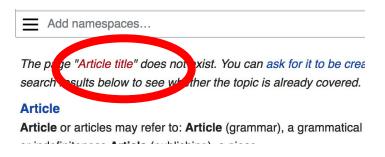
- Follow prompts
- Publish in draft form



Create A New Article cont.

- 2. Start a 'Mainspace' article
- Enter Article title into WP search bar
 - Click the red link to start the article
 - Create
 - Publish





Create A New Article cont.

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

Tips/Other Waysto Edit

Photo: National Rivers and Trails Wikipedia Editing Workshop
Bureau of Land Management

Source: Wikimedia Commons



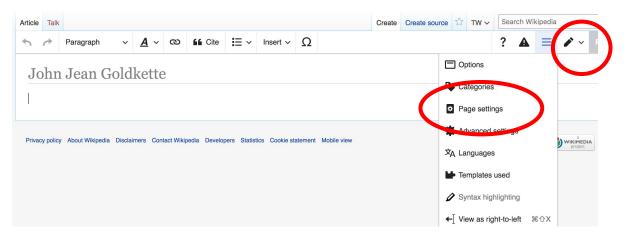
Adding Categories

```
Categories (++): 1890 births (-) (±) | 1967 deaths (-) (±) | 20th-century American conductors (music) (-) (±) | 20th-century jazz composers (-) (±) | American male conductors (music) (-) (±) | American jazz bandleaders (-) (±) | American jazz composers (-) (±) | American radio personalities (-) (±) | Big band bandleaders (-) (±) | Columbia Records artists (-) (±) | Musicians from Denver (-) (±) | Musicians from New Rochelle, New York (-) (±) | Musicians from New York City (-) (±) | Vaudeville performers (-) (±) | Victor Records artists (-) (±) | 20th-century American composers (-) (±) | Jazz musicians from New York (state) (-) (±) | Jazz musicians from Colorado (-) (±) | 20th-century American male musicians (-) (±) | Jewish American songwriters (-) (±) | Jewish American musicians (-) (±) | (+)
```

- 1. Leave Editing mode
- 2. Select +
- 3. Type the category name into the field, i.e. American jazz composer. Only existing categories will appear in the list of options. You may create new categories.
- 4. Select 'Apply Changes'

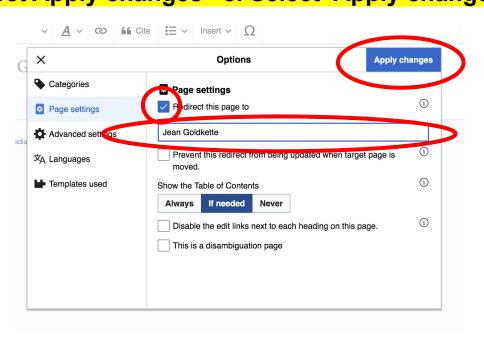
Redirects

- 1. Identify target article 'John Goldkette'
 - 2. Create a new article. Name it the alias. 'John Jean Goldkette'
 - 3. To Redirect, select icon w/ three lines.4. Select Page settings.



Redirects cont.

- 5. Select 'Redirect page to'
- 6. Enter name of the target article (Ex. John Goldkette)
 7. Select Apply changes 8. Select 'Apply changes



Uploading Photos to Wikicommons

Photo: Sumner School Archive Editing Workshop

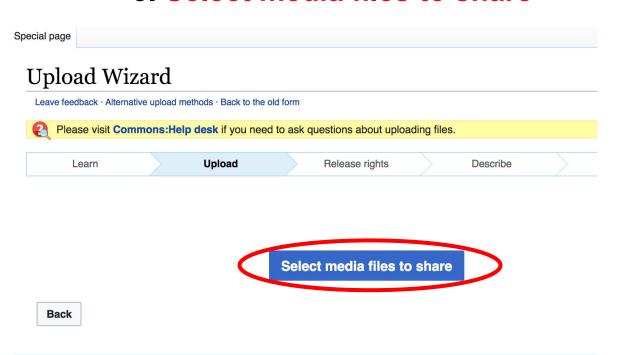
Source: Wikimedia Commons



Go to commons.wikimedia.org Select Upload



3. Select media files to share



4. 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. Release rights Learn Upload Describe 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. 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.) Use a different license This file is not my own work. Back

4. Name and caption your photo, add category

