

Main Page Talk

Wellcome

Getting Started What's what Talk History **Making Edits Adding links** Citations

Wellcome to Wikipedia

A beginner's guide to making easy edits

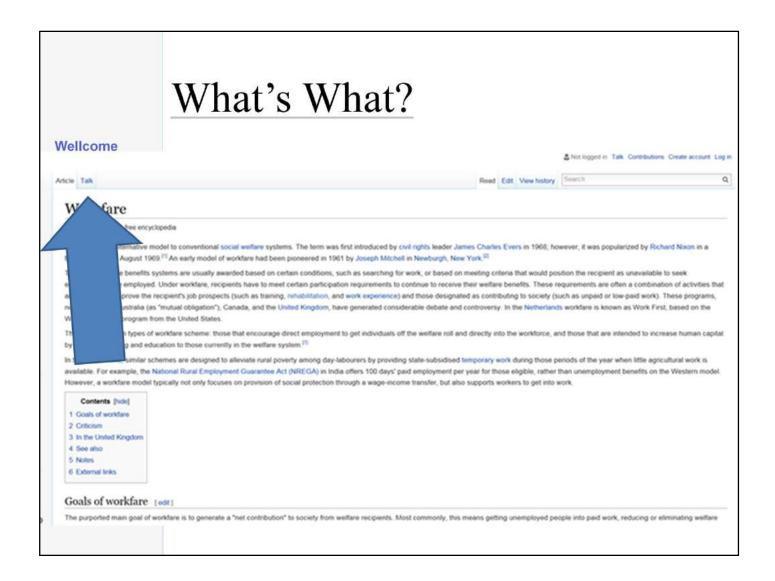




It's better to edit as a logged-in user because:

- You can track your work and measure its impact!
- People have more faith that you're trying your best to make genuine edits when you log-in.
- It's easier to have conversations with other editors.

You can also add pages of interest to your "Watchlist" by clicking the star button (see above). This means that you can be notified of any changes to that page.



At the top of all articles are some more tabs. The first one to explore is "Talk", which is at the left beside the main article tab.



What's Talk? Why Talk?

- Shows who is interested in a topic/page.
- Shows what issues /challenges you might come across when editing.
- Shows good faith & is a source of help.

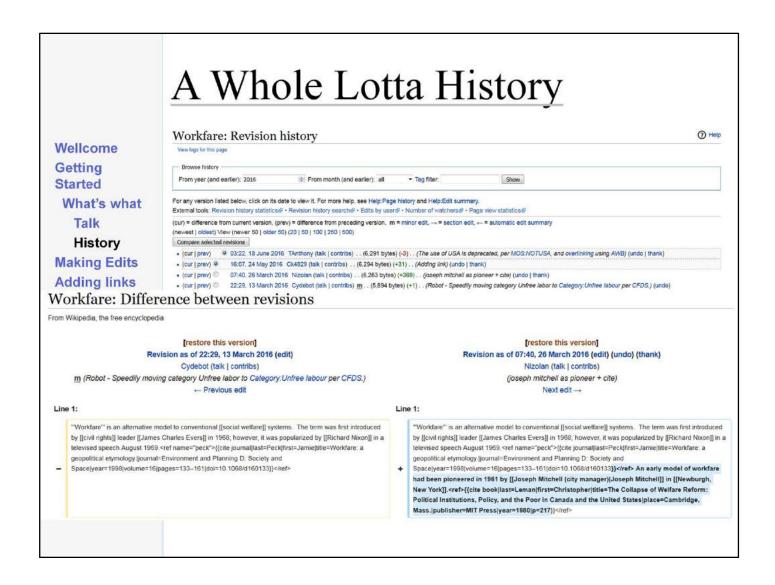
Talk pages might show what groups are maintaining the page or interested in seeing it improved (see the colourful boxes at the top referring to "WikiProjects").

They also indicate any debates that have sprung up in relation to a page in the past. This gives you advanced warning of changes that might be controversial.

The main reason why talk pages are useful for beginners is that you can ask for help there! You can explain what you think you'd like to add, and usually (especially if it's got lots of talk topics, or is part of a project), other editors will offer practical advice on how to make your changes.



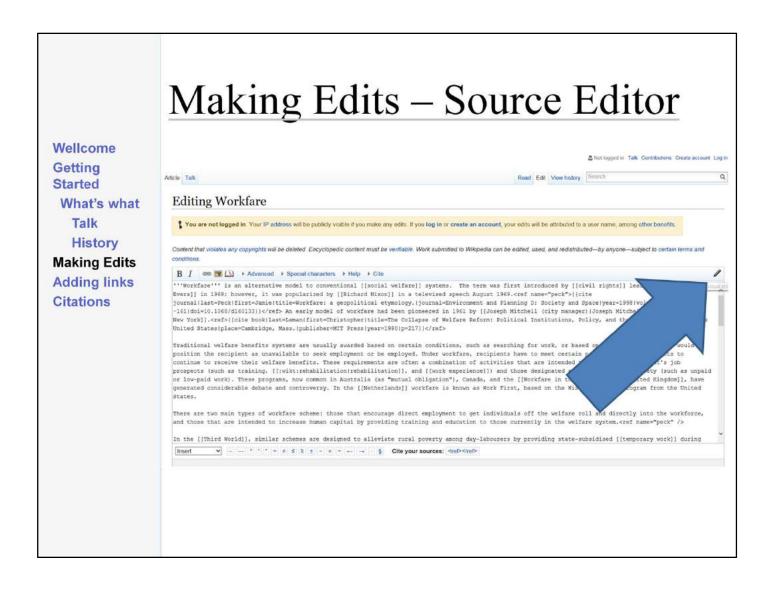
Another tab at the top of each article page (on the right side) links to the page's "History" – you can literally look back over every change made since it was created!



The history page allows you to see who changed what, and when. You can also compare versions to see for yourself what changed.



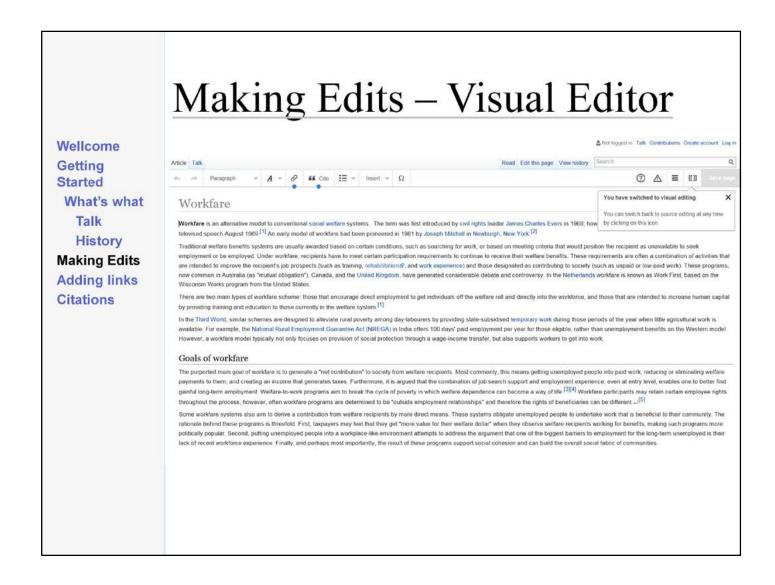
Now that you know where these key tabs are and can talk to others about your changes, and look back on them, the next tab to focus on is the "Edit" tab, located to the right near the "History" tab.



When you click the "Edit" tab, you might get a quick "welcome" message. After that, you'll be taken to a page that has the text of the article in a somewhat retro font, and lots of odd punctuation and formatting marks: this is the Source Editor.

You can edit here, but it involves learning a little bit about editing code. This isn't the most straightforward way of editing if you're new to it, so we won't use this method today (though there are handy online guides if you'd like to give it a go! You can find them here: https://commons.wikimedia.org/wiki/File:Editing_Wikipedia_brochure_EN.pdf).

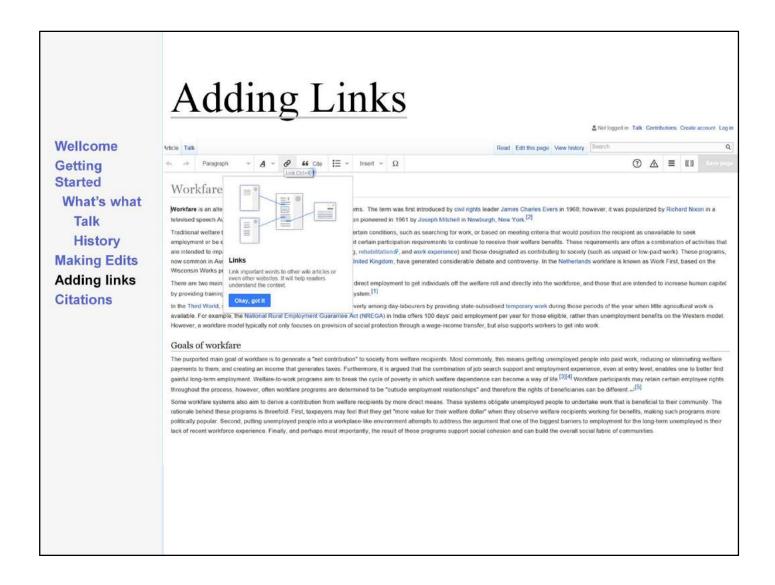
Instead, click on the Visual Editor button on the right hand side – it looks like a pen.



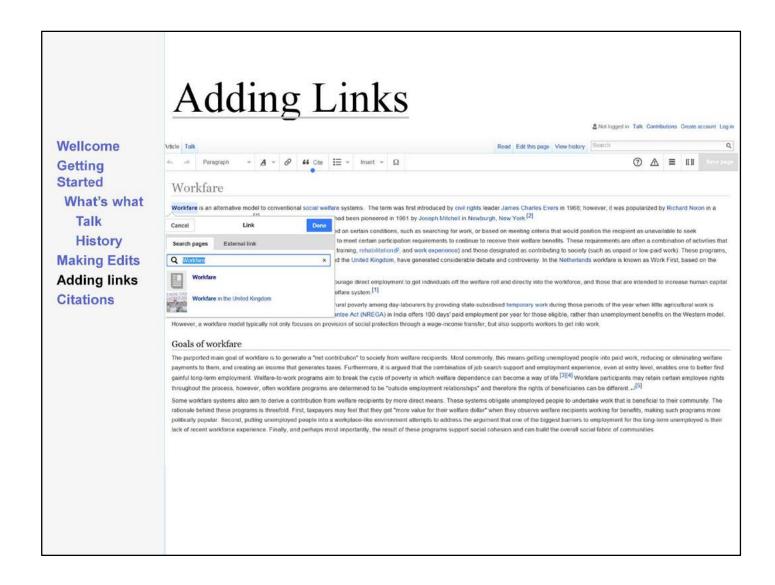
After a little blue bar shows the editor loading up, you'll be taken to a page that looks like the original article... only with an editing toolbar along the top.

The Visual Editor is a WYSIWYG editor, which sounds like an owl from Harry Potter but actually stands for "what you see is what you get." Your changes show up like they will in the final article when you press save, so you can very quickly see if something's not quite right.

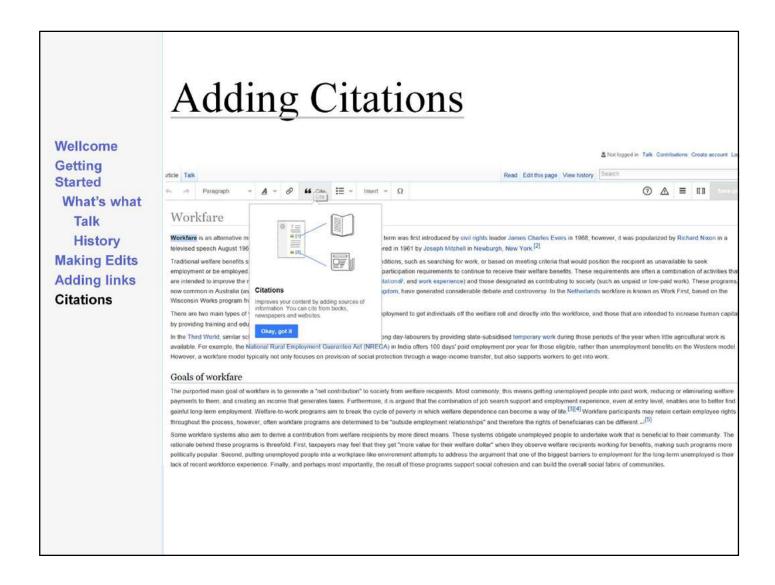
Most of the buttons will be familiar to you if you've ever done any emailing or word processing, but a couple might be new, so we'll take a quick look at them.



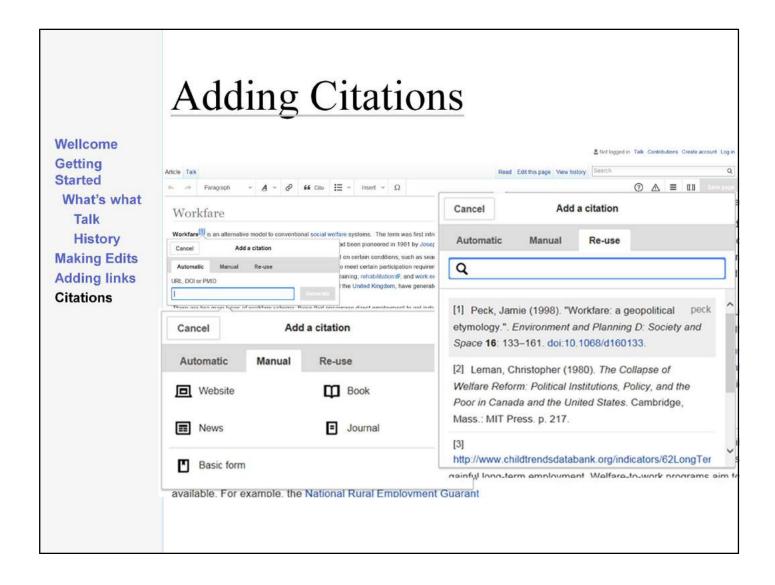
First is the link button, represented by a chain. The first time you click the button, the Visual Editor explains to you why links are useful.



Highlight a word you'd like to link, and search for another Wikipedia page to link to. You can also link to external pages using this button if you'd like to, but don't use this for referencing! References have their own dedicated button...



The Cite button does what it says on the tin – it helps you to cite or reference your sources.



Within the "Cite" button, there are several tabs giving you options of how to cite.

The easiest is "Automatic" citation – if you have a URL, DOI, or PMID, Wikipedia can pluck the information from the source and create a citation for you.

Alternatively, you can put in the information yourself using the "Manual" tab. This guides you by providing the fields for you to complete.

Finally, there's the "Re-use" tab – once you've entered a citation once, you don't need to add it afresh each time – you can simply find it in the list (using a key-word search to narrow things down if there are lots of existing citations) and click on it to make another link to the same source.



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here:

Ready to Edit!

Experiment with some small changes and additions!



Now you know the basics, you're ready to make some edits. Go ahead and improve an article! If you don't have anything specific in mind that you'd like to add, but you want some general practice of editing, there are lists of pages that need a little improvement

https://en.wikipedia.org/wiki/Wikipedia:Community_portal/Opentask Or you can find jobs to do here:

https://en.wikipedia.org/wiki/Wikipedia:Job Center

And if you have any difficulties, here are some ways to seek help:

- On the talk page of the article you'd like to edit.
- The Wikipedia Teahouse (https://en.wikipedia.org/wiki/Wikipedia:Teahouse), a friendly place to help new editors become accustomed to Wikipedia culture, ask questions, and develop community relationships.
- The Wikipedia Helpdesk (https://en.wikipedia.org/wiki/Wikipedia:Help_desk), another place to ask questions and find answers.