

# User Manual

## MindTouch Deki User Manual

This user manual is an overview of the MindTouch Deki functionality. For more in depth review of functionality review our Developer Center. If you require more assistance with MindTouch Deki, the enterprise edition of MindTouch Deki may be right for you.

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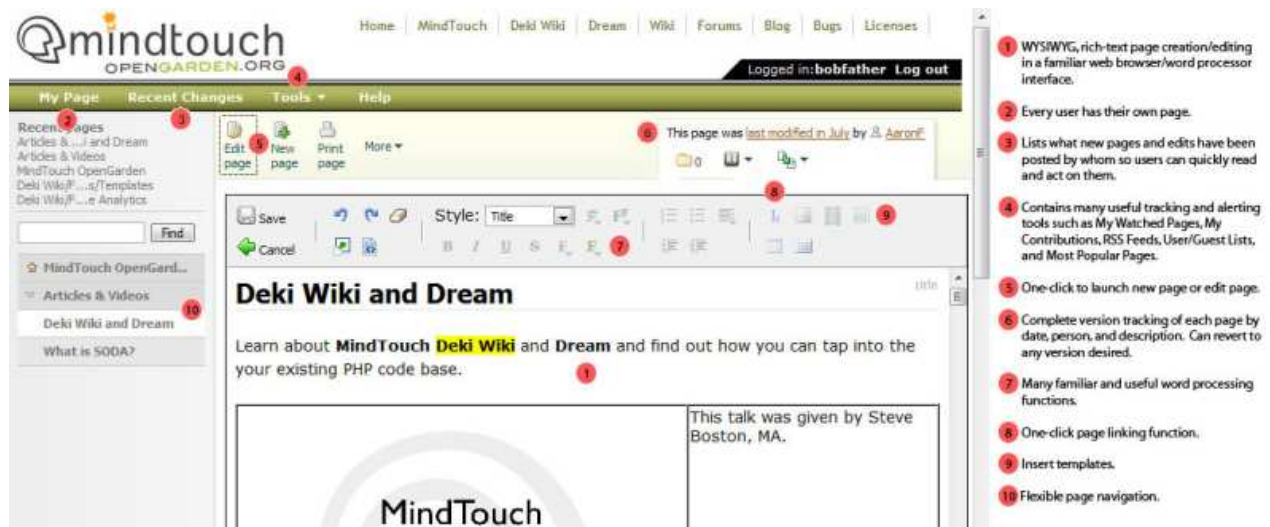
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## Welcome

Congratulations on your decision to deploy MindTouch Deki, the new standard for ease of use, speed and functionality in business wikis! While so easy to use that you can start without any training, this guide will accelerate your learning and point out the many features and benefits of the product. The product is so flexible and rich in features that you will most likely find more uses for it after playing with it for a while. So without out any further delay, let's dive in.

## Intuitive and Familiar User Interface

If MindTouch Deki's user interface looks familiar, you're right because it's basically a word processor in a web browser. You get all of the benefits of a lightweight word processor and the properties of a webpage in one package. Thus, any wikipage you or your colleagues have created can be accessed 24/7 via the Internet or internal network. Once you understand this concept, everything in the product will make sense to you.



## Content Creation

When you're using MindTouch Deki, pages are the most fundamental component. Pages are like any other web page, but in this case you can create, edit, and process them in a variety of ways. Let's further investigate all of the operations that one can perform on a page.

## Creating a Page

Creating a new page can be done with a single click. On the page toolbar click **New page**.



*Creating a page is just a click away*

You have just created a sub-page of the page you were previously viewing. This new page is titled *Page Title* and you see the editor is already open for you to change the contents of this page. You can now click **Save** or add the content you desire and then click **Save**.

Let's assume you were viewing a page titled "*Project*" and you decide to add a new sub-page. You create a page titled "*Jim's Seed Company*" and click save. What you just did was create a sub-page, or a child page, to the page titled "*Project*". This is a hierarchy. We'll discuss this more later.



*A sub-page makes it easy to organize information in a logical manner*

There is another way to easily create a new page too. If you create a link to a page that doesn't exist you have created a *wanted page*. This page is denoted by the link being in red text with an underline as you see above. If any user clicks on a link to a *wanted page* they will browse to the new page and be presented with the editor as if they just created a new page. If the user clicks **Save** they have just created a new page from the *wanted page*.

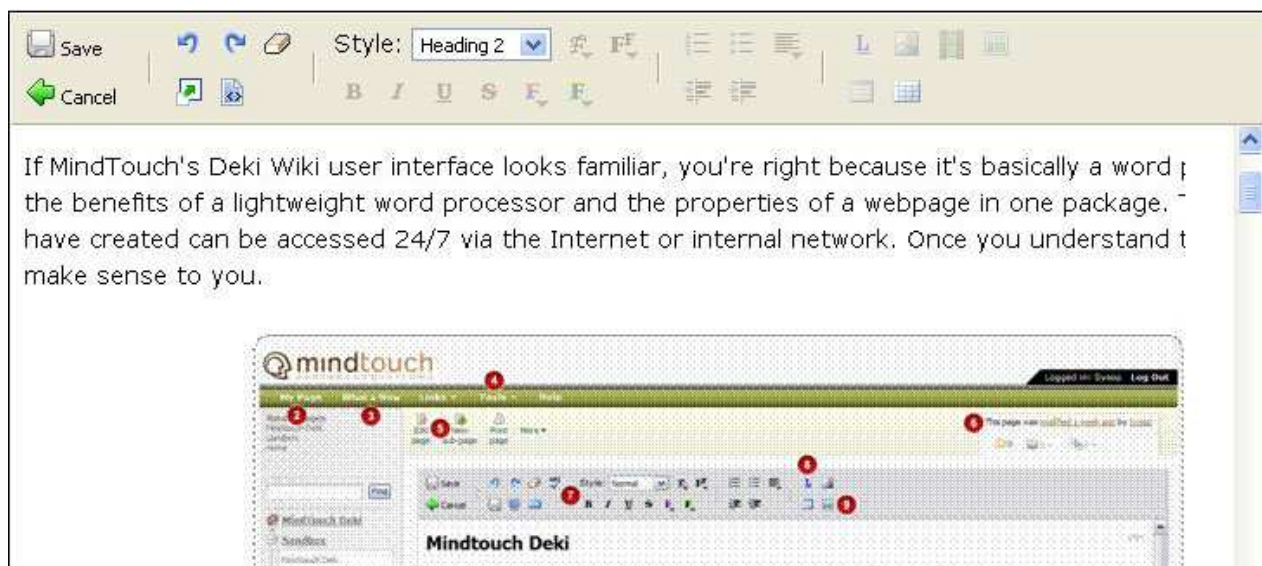
## Editing a Page

Browse to the page of interest and click **Edit Page** on the page toolbar.



*Page editing is only a click away*

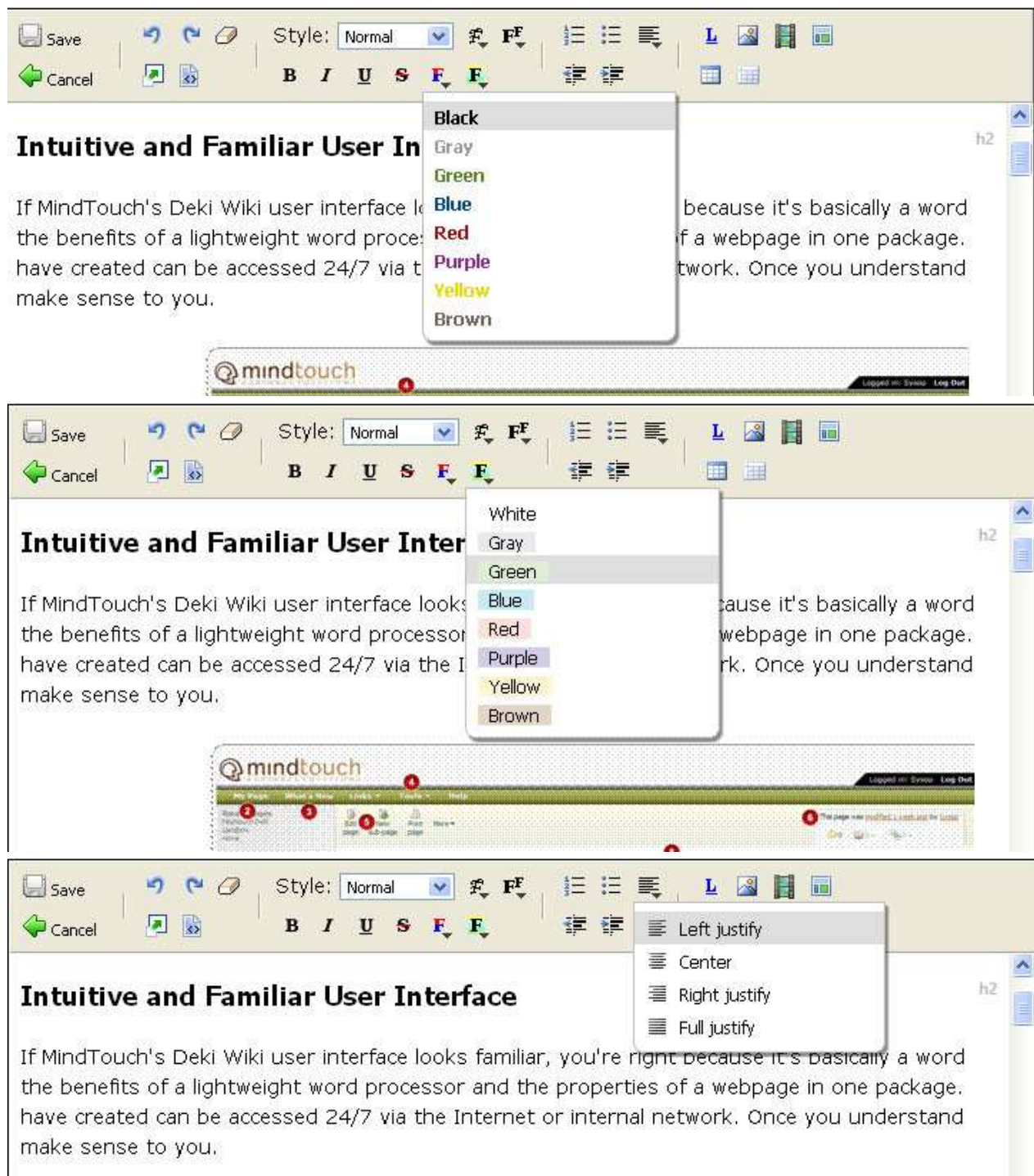
You will now see a simple, but very sophisticated rich text (WYSIWYG) editor.



*The rich text editor has all the features you need to create rich content*

Changing the content of the page is as simple as typing your text and clicking **Save** in the editor's toolbar (top left). This will save your changes and close the editor.

If you wish to create richly formatted text you can do so by changing the text style, color or background color, and much more. There are many options available to you in the editor. If you're using it for the first time explore all the options available to you.



*The rich text editor provides you with many ways to style your content*

Notice you can edit in full screen mode by selecting the **Toggle Full Screen Mode** icon. When in full screen editing mode the user only sees the editor. This is more comfortable for some users because it is exactly like the experience in word processors.

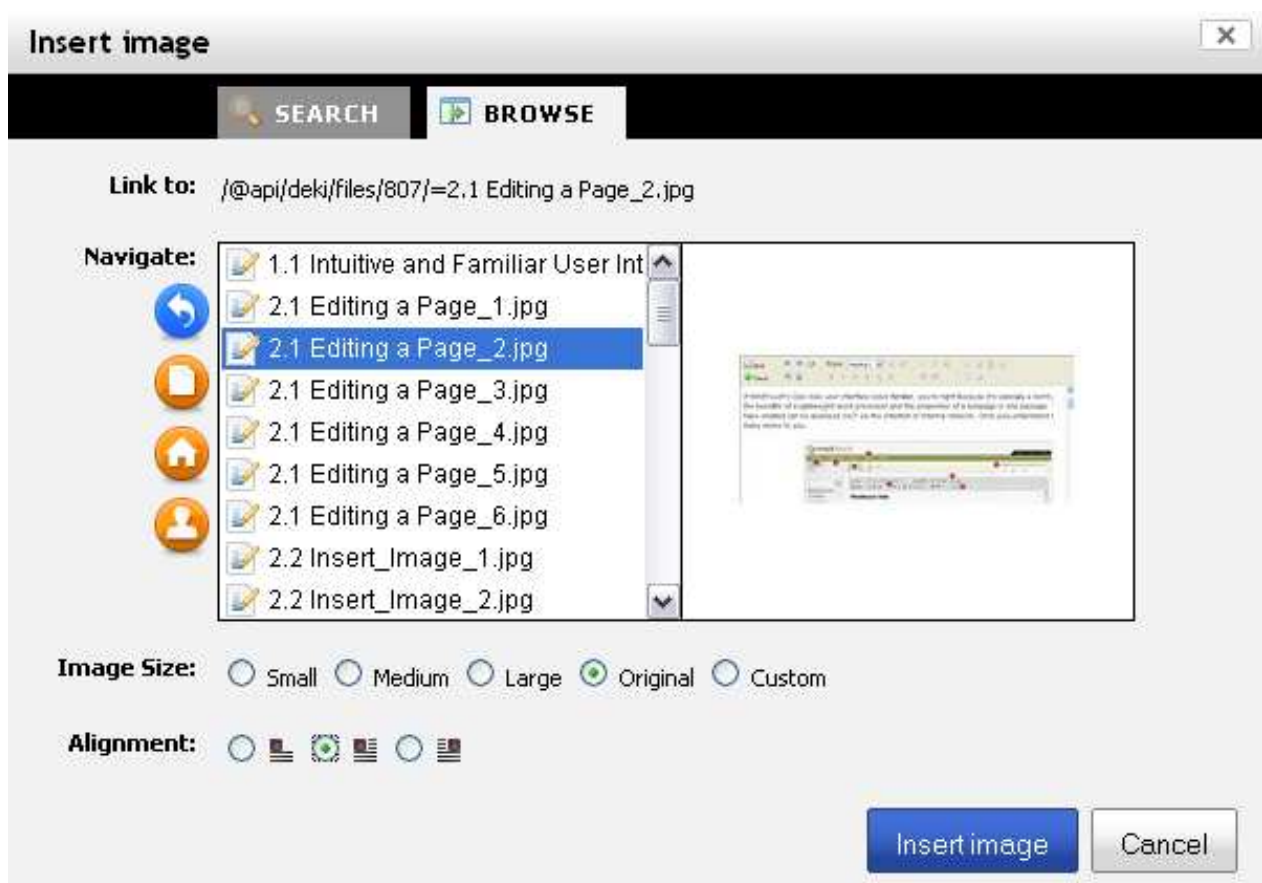




*Full screen mode simplifies the interface*

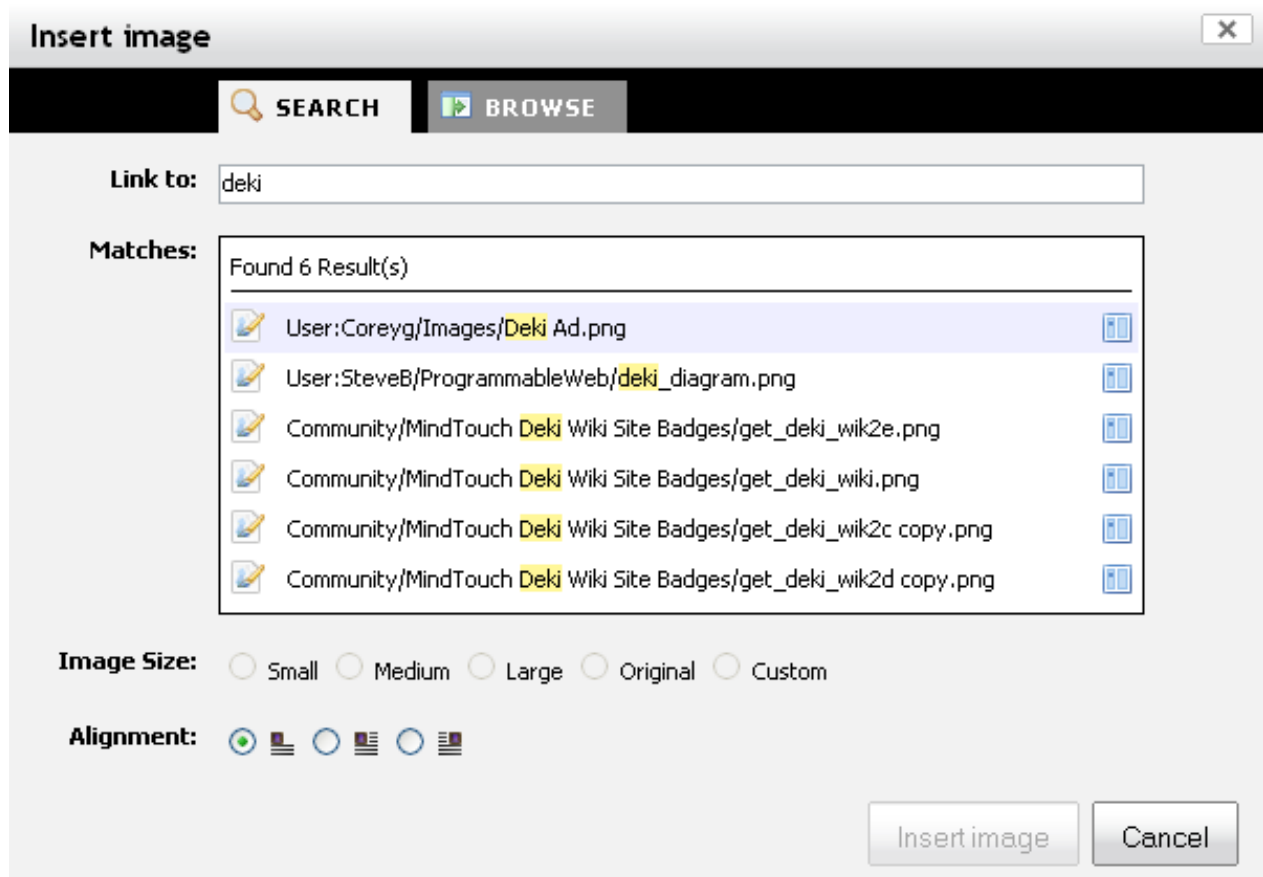
## Insert Image

Adding an image to a page is easy. You can insert an image that you've attached to a page or insert an image from external resource. To insert an image first click **Edit page** then select **Insert image** from the editor toolbar.



*Inserting an image is easy*

One of the many ways MindTouch Deki stands out is the ability to browse all pages and their contents, just like a word processor. In the insert image dialog box, browse to the location of the image you wish to insert. You browse by double-clicking the pages and navigating the page hierarchy. When you single-click to select an image you will be presented with a preview of the image in the right most pane. When you've selected the image you wish to insert you can then change aspects of how it is inserted. These include alignment and image size.




*Inserting an image is easy*

MindTouch Deki also allows you to search the entire site for the image that you want to insert, making it easy to find the right image regardless of location on the wiki. If you want to embed an external image\* then you would paste the url in the **Link to** field and then select **Insert image**.

\*Note: If you're inserting an external image you can provide the URL in the link field. Keep in mind, if the image is removed from this external resource or the address is changed, the inserted image will no longer be viewable.

## Insert Extension

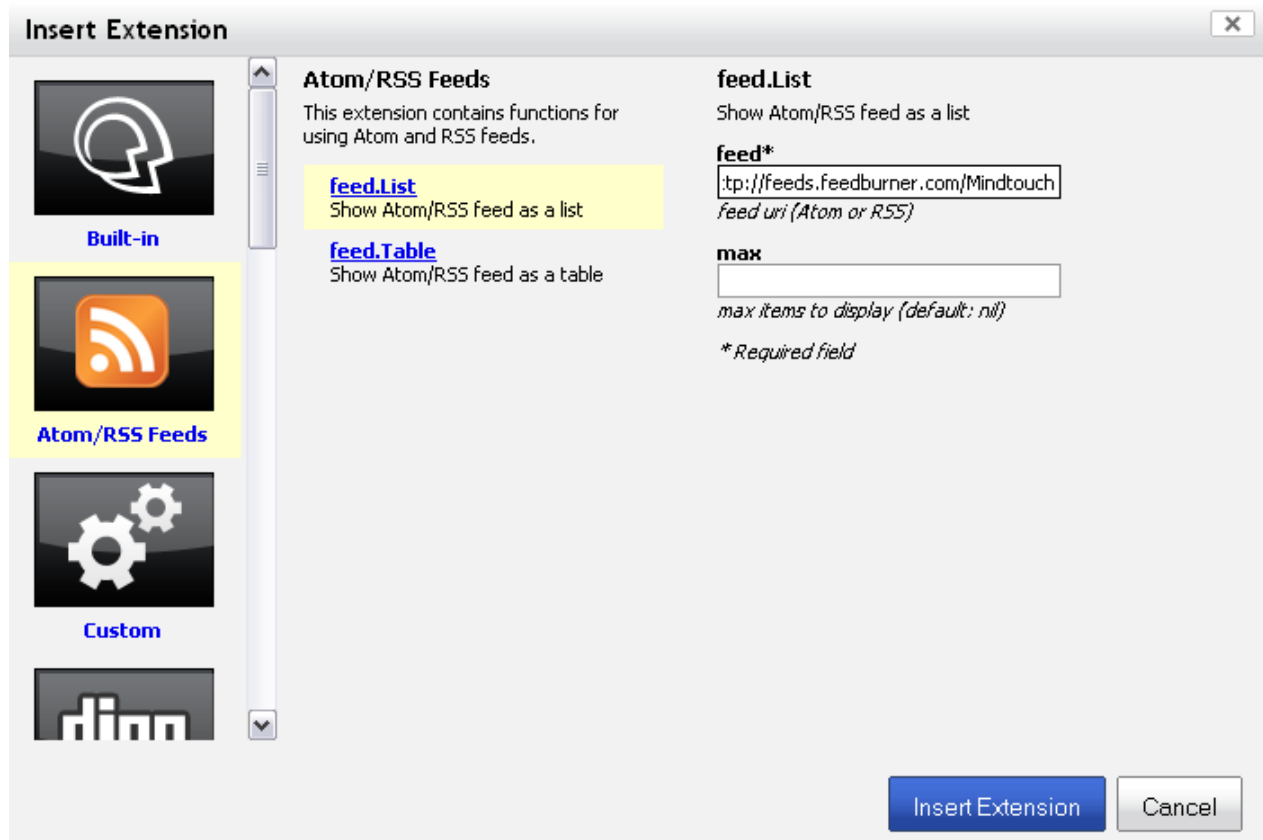
MindTouch Deki is a powerful application that not only allows easy collaboration but also allows you to create mashups and integrate with applications and web services. The extensions dialog in the WYSISYG editor gives an intuitive user interface for users to insert the extensions. To get started click on the cog

icon  in the upper right hand corner of the WYSIWYG editor.

This will open a directory of extensions that you have installed on your Deki. Select the extension that you want to insert and then fill out the appropriate fields. Click insert and the extension will be inserted in your Deki page. On save you will be able to see the extension in fruition.



In the screenshot seen below we have selected to embed an RSS feed in a wiki page. After selecting Atom/RSS Feeds we then choose between the way we want the feed to be displayed, in a table or a list, and finally we copy and paste the feed into the feed field. We can then select Insert Extension to embed the extension in the page. Extensions have varying requirements and setup. Consult the extension documentation to learn more about the specifics of each extension.




## Create and Insert Templates

One way of adding content to your wiki while ensuring it abides by certain formatting and layout standards is to use MindTouch Deki Templates.

To create a template do the following:

1. Go to Tools -> Templates
2. Next click New Page
3. This will create a New Page with the title Template: Page Title, to use it as a template you need to keep the **Template:** in the title of the page otherwise the system will perceive it as a normal page.
4. If you'd like to add subpages to the template you can do so by clicking New Page while being on the parent Template: page for your template
5. Once you create your page(s) you can add content like images, attachments, and dekiscript that will dynamically react to the location of the template or other variables once it is inserted into the main

hierarchy.

6. Once your Template is created you can use it by going to a page and clicking the insert Template button which looks like this:  and then selecting the template from the dropdown

## Tips

- You can add subpages with your Templates so that you can insert subtrees
- Add Dekiscript to dynamically pull in the page name or username to provide a customized experience

**\*\*Notes:** If you tag pages in a template, those will not be inserted when you select the template.

Permissions will also not be inserted if you try to apply them to the Template. Permissions and Tags can be added after the Template is inserted. **\*\***

## Commenting

To add comments to a page, login and scroll to the bottom of the page. There you can type your comment in the "Add Comment" box and then click Add Comment to have it update and posted to the page.



*Add a comment to any page*

## Content Transformations

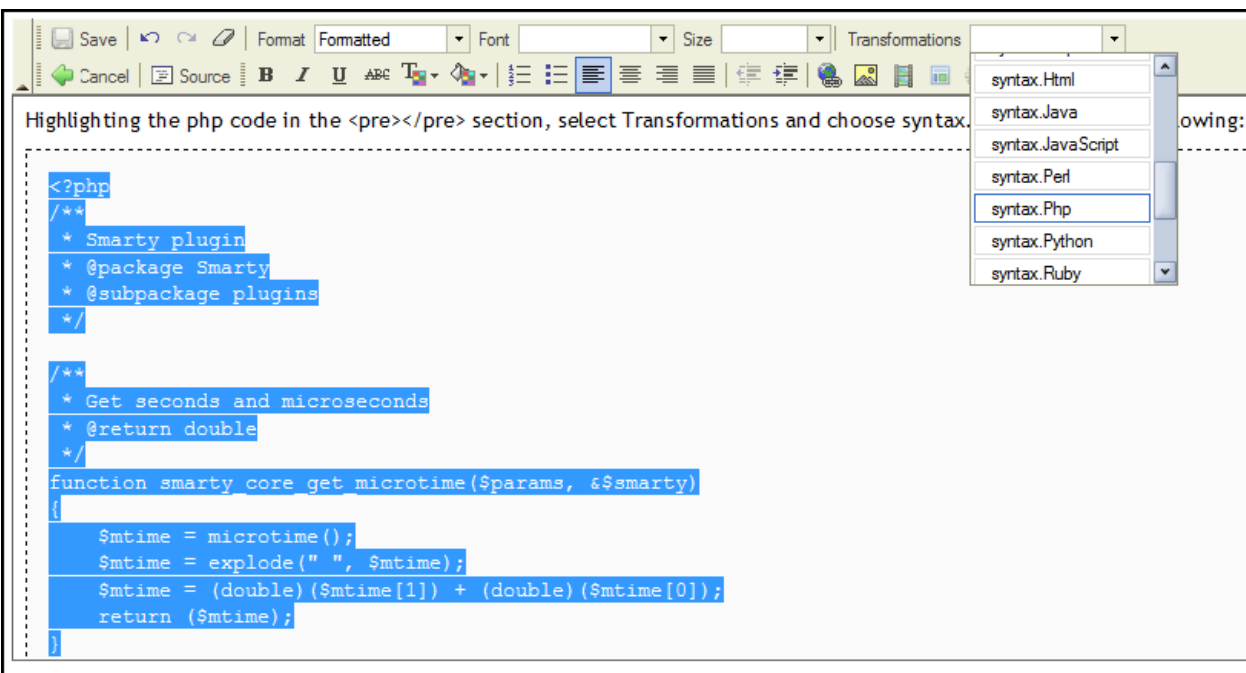
There is an edit menu item called **Transformations** or **Transform Content** depending upon which skin you are using. The purpose of this **Transformations** or **Transform Content** menu item is to allow you to attach a Dekiscript function to HTML elements (mostly `<pre>` elements). The content of these elements is then sent to the extension function for transformation. Content transforms include: syntax highlighting, graphviz graph scripts, mathematical expressions, silverlight, spoiler text, etc.

How are "**content transforms**" different from regular DekiScript functions? Each content transform is a function, but not each function is a transform. The function has to explicitly declare itself to be a content transform and identify to which HTML elements it's applicable.

You must already have encoded the content to be transformed in a `<pre></pre>` element. Select the content to be transformed and you will see a dropdown box listing the available transformations in the installation of MindTouch Deki that you are using. Choose the transformation you wish to use, select it and the content will be transformed according to the function which was selected. Selecting **"Transformations"** or **"Transform Content"** for items which are not in `<pre></pre>` elements will result in the display of **"No Transformations"** in the drop down box and no transformation will be performed.

Creating a new content transform is as easy as registering a new extension in the **Services Management Console** of the **Control Panel**.

Here is an example using some php code:



Highlighting the php code in the `<pre></pre>` section, select Transformations and choose syntax.Php results in the following:

```
<?php
/**
 * Smarty plugin
 * @package Smarty
 * @subpackage plugins
 */

/**
 * Get seconds and microseconds
 * @return double
 */

function smarty_core_get_microtime($params, &$smarty)
{
    $mtime = microtime();
    $mtime = explode(" ", $mtime);
```

```

    $mtime = (double)($mtime[1]) + (double)($mtime[0]);
    return ($mtime);
}

/* vim: set expandtab: */

?>

```

Go to top

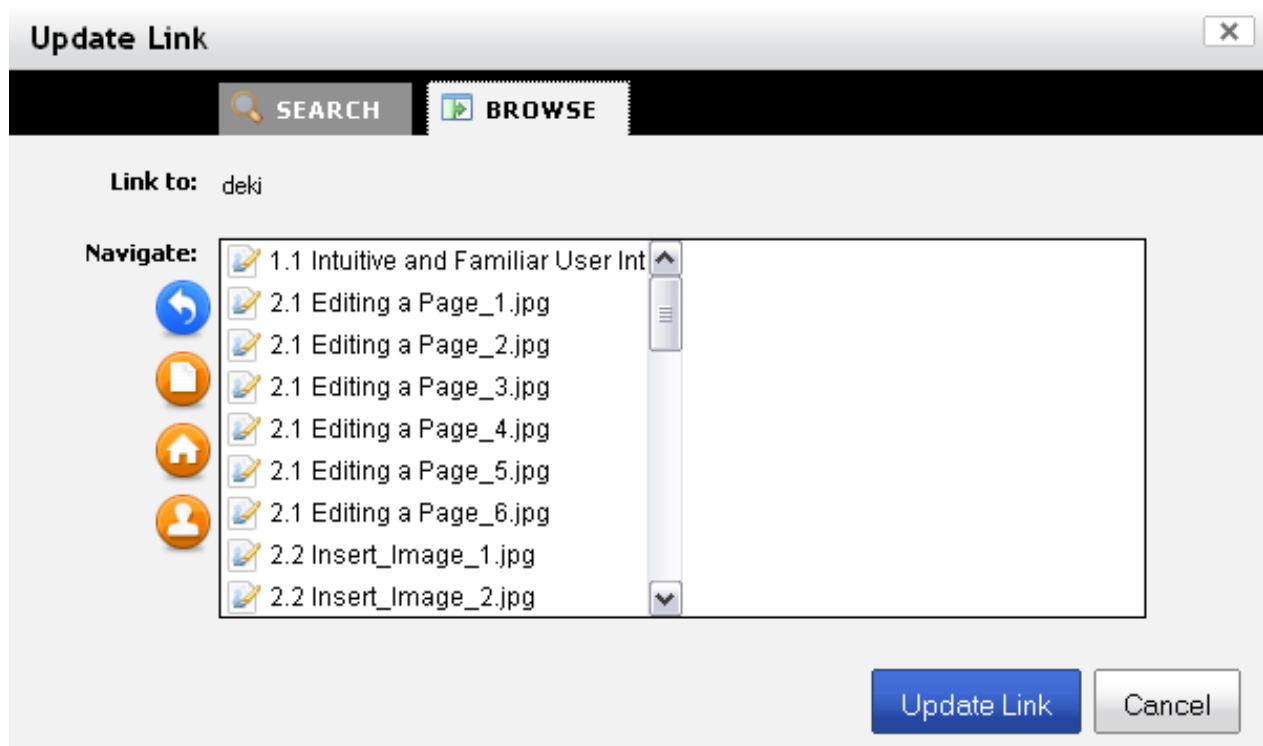
## Linking

Linking is another way MindTouch Deki excels. Adding links to pages, files, or external resources is pleasantly simple. Click **Edit page**, highlight the text you wish to link, select **Insert/modify link** from the editor toolbar.



*Links establish relationships in your content that makes it easier to understand meaning*

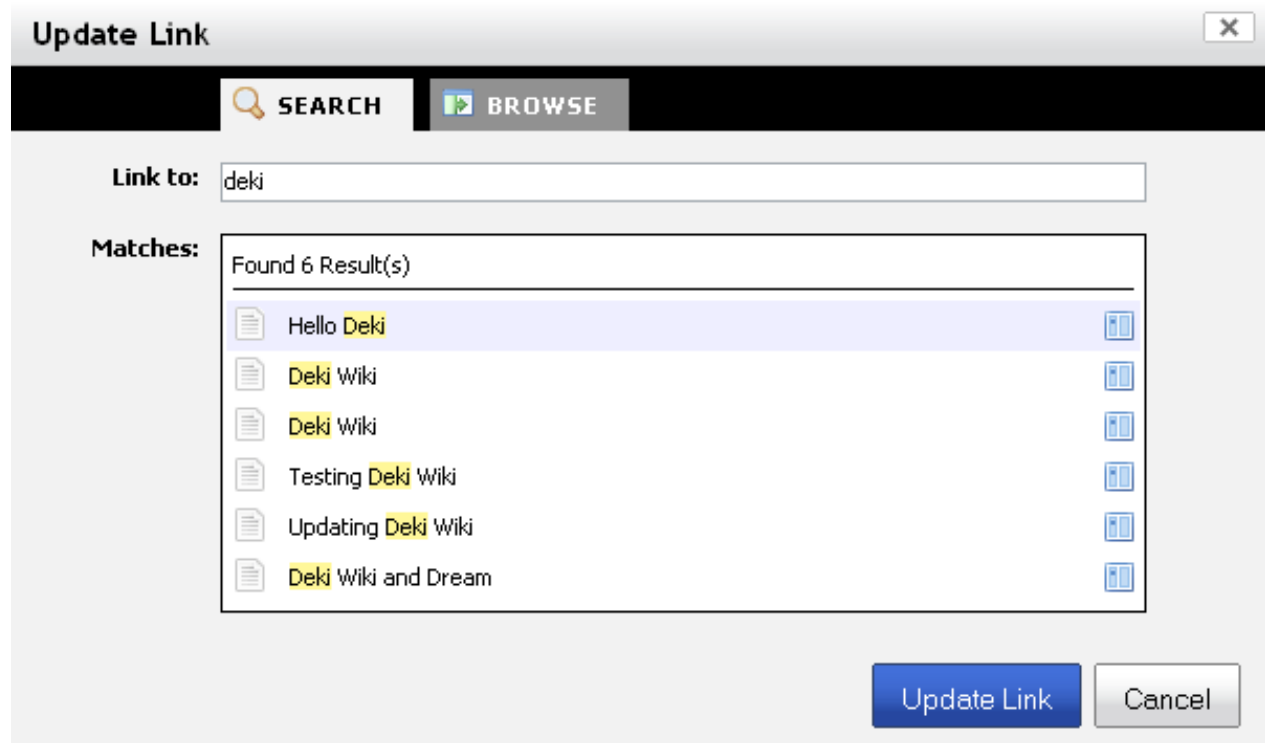
Browse to the location of the page or file you wish to link by double-clicking. When you see the page or file you wish to link single-click it to select it. Finally, click **Update link** to commit your change and click **Save** in the Editor.



*Creating links to pages or files could not be easier*

If there is a new version of a linked file, MindTouch Deki will version the file (we'll discuss this more later) and the link will point to the most recent version of the file. Similarly, if a linked page is later moved or renamed, your link will be redirected to the page's new location or name.

MindTouch Deki also allows you to search for the content that you want to link to. To do this select the **Search** tab at the top of the link window then type the term that you are searching for. This will bring up results for your search that you can easily select and link to.



If you wish to link to an external web page or file simply paste the URL in the link field and click **Update** link. Any resource external to MindTouch Deki that is moved cannot be found, therefore updated, in the new location.

There are other ways you can make links. If you don't want to use the *Create or modify link* dialog you can do it with a simple syntax. For example, if you wish to link to a page titled "A Page" type this into the editor: [ **[A Page]** ] (Note: you must use "[[", where the brackets do not have a space between them) and then **Save** the page. When the page saves you'll see that you just made a link to the page titled "A Page". Alternatively you can type "A Page" into the editor, select the text, and on your keyboard hold down the **control key** and the **w key**, **Save**. You've just created a link to the page titled "A Page". The same can be done for subpages with [ **[A Page/Subpage]** ] or "A Page/Subpage".

Whether you're linking to pages or files internal to MindTouch Deki or external ones, do so liberally because links make it easier to understand meaning and relevance of content.

## Multiple Edits - Merge Conflicts

MindTouch Deki has a sophisticated merging engine that will recognize separate changes down to the word and accurately merge the revisions together. This helps with collaboration as there are less chances that if more than one user is editing a page there will be conflicts.

First let's examine at a high level how MindTouch Deki handles a merge.  
Say you have the following set of sentences:

```
The dog ran along the fence while the boy biked away.  
The boy was heading off to college to pursue his lifelong dream of being a developer.
```

Bob edits the first sentence to read this: The **black** dog ran along the **white** fence while the boy biked away.

And Tim edits the second sentence to read: The boy was heading off to college to pursue his lifelong dream of being a **baker**.

These edits occur at the same time but are saved at different times. Regardless of who started the edit first and who saved first, MindTouch Deki will merge the sentences together to form a comprehensive set of sentences as it is intended:

```
The black dog ran along the white fence while the boy biked away.  
The boy was heading off to college to pursue his lifelong dream of being a baker.
```

This is also true on a Section and Page level.

Now if Bob and Tim's edits were to overlap then both edits will still be saved, but the last person to save will have the opportunity to review and compare the edits and confirm that nothing has been lost that should be kept.

Example:

Using the same sentences from above. Bob edits the first sentence to read:

```
The black duck waddled next to the white fence while the boy biked away.
```

While Tim edits the first sentence to read:

```
The black cat walked on top of the white fence while the boy biked away.
```

Bob saves his changes first which is accepted by the system. Tim saves his changes which is also accepted by the system. The system notices that there is some overlap and notifies Tim that there is a difference between his edit and what Bob had changed along with prompting him to compare versions to see the difference. This allows Tim to review Bob's changes at a glance. If Bob's changes need to be reincorporated, Tim can do so by re-editing the page. Otherwise Tim can also chose to leave the page as is.

We have put a lot of work into our conflict merging to ensure that you don't lose content and to maintain the integrity of edits so that they can be integrated manually by the user as opposed to removing the edit because of a conflict.



## File Attachments

MindTouch Deki allows users to easily attach files to any page. This is significant because it makes capturing and sharing information quick and easy and the consumption of that information quicker than traditional methods. Let's see how this would work.

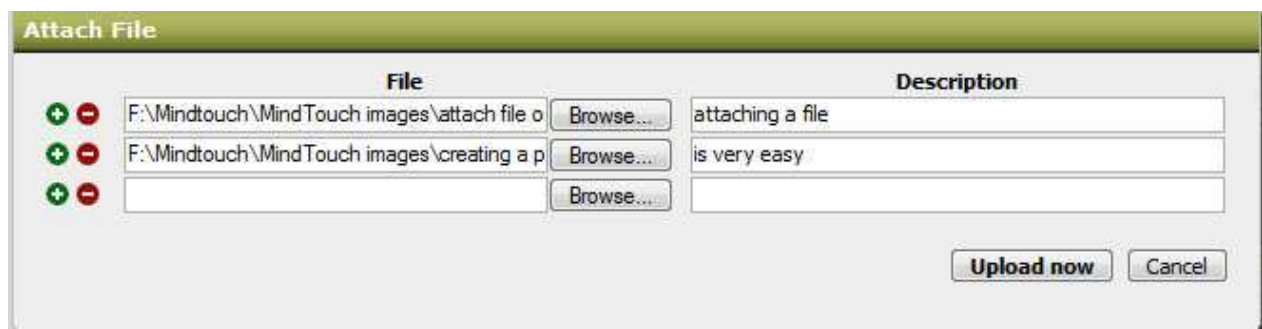
### Classic File Uploader - Attach File or Image

At the bottom of every page you see a **Files** section. To the bottom right click **Attach file or image**.



*Attaching files to a page and adding additional information is an easy to use and powerful way to share information*


Now you'll see the Attach file dialog. Click **Browse**. This opens a dialog that allows you to browse your computer locally for the file(s) you wish to attach. You can select as many files as you like, but you must do so one at a time. Click the + sign to add more rows if you have more than three files you wish to attach. Once you've selected all of the files you wish to attach you may opt to add a **Description**. When you are satisfied click **Upload now**.



*You can attach as many files as you like to a page*

Wait until your files have uploaded. Depending upon the number of files and their size this can take up to several minutes. After you've completed uploading your files you will be presented with the attached files on the page. Notice you are shown the size of the file, the date it was attached, by whom it was attached, and the attached files' descriptions. An attached image is presented as a thumbnail in the image gallery section.

Files (1)
Attach file or image

File	Size	Date	Attached by	
 <a href="#">Mindtouch letterhead for August 2007.doc</a>  <small>Attaching files or images is easy!</small>	26 kB	21:45, 18 Sep 2007	<a href="#">bobfather</a>	Actions ▼

Images (8)

Viewing 1 - 6 of 8 images
View All
Order by newest ▼
« back next »


  
No description  
[Editing a Page\\_4.jpg](#)
Actions ▼

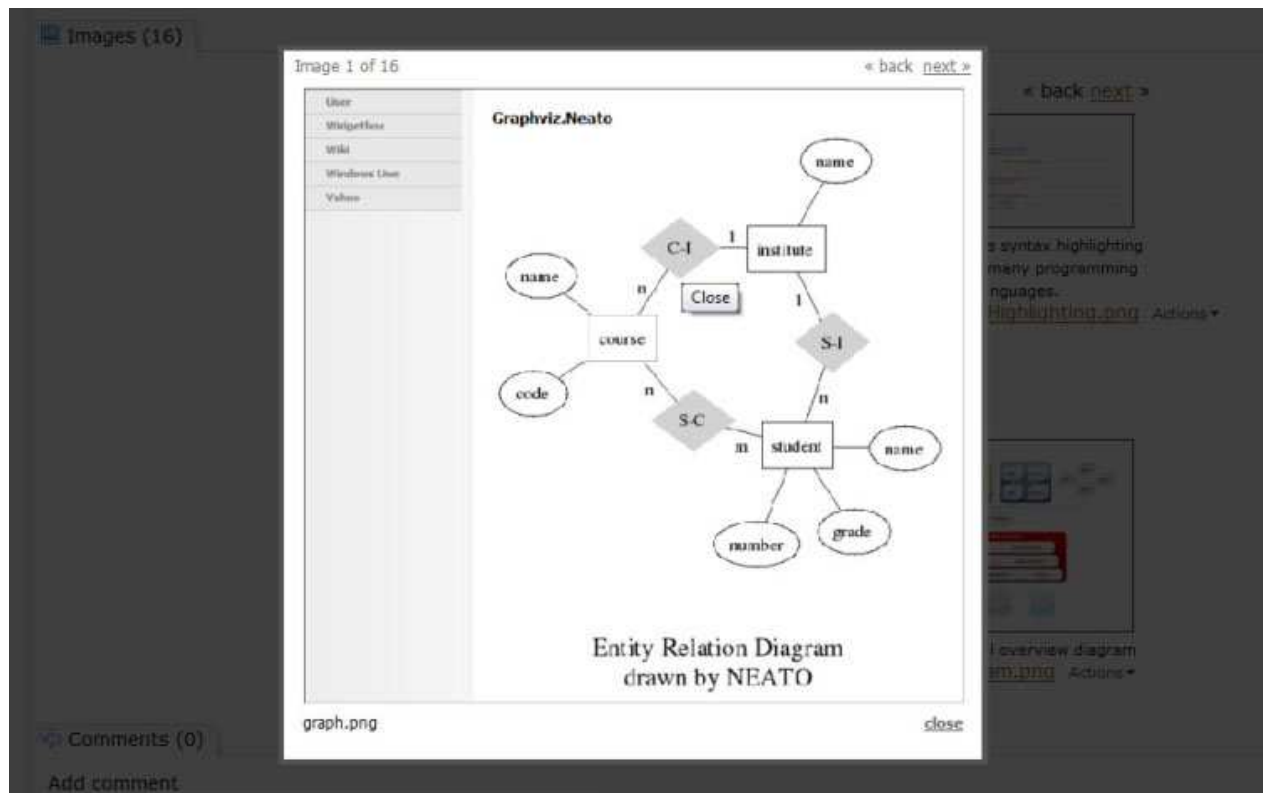

  
No description  
[Editing a Page\\_3.jpg](#)
Actions ▼


  
No description  
[Editing a Page\\_2.jpg](#)
Actions ▼

*Attached images are shown as thumbnails in an image gallery section*

If at any point you attach a file with the same name to the same page, MindTouch Deki interprets this as a new version of the file and saves it as a new revision, replacing the old. However, old versions of the file are available by clicking the [+] button next to the file name, allowing you to access and revert to old versions of the file.

Clicking the name of your uploaded files will initiate a download of that file to your desktop. Click on your uploaded pictures and you can browse through them in our lightbox.



Microsoft Office documents can be previewed too by clicking the preview link next to the attachment. This will open ThinkFree, a web based document viewer. Currently this is setup for view only and any changes made will not be saved back to the wiki or anywhere else.

## Managing Attachments

After a file is attached you can move it to another page or change the description by using the file action menu. If you wish to change the description select **Actions** adjacent to the file in question. Click **Edit description** to add the description and click **Save description**. Likewise, if you wish to move a file, select **Actions** adjacent to the file in question, **Move**, then using the Move file dialog navigate to the page you wish to move the file.



*Attached files can be moved using the File Actions menu*

If you wish to delete a file, you may do so by selecting **Actions > Delete > Ok**.

## New Flash Uploader- Attach File or Image

MindTouch has another option for uploading attachments, the new Flash uploader. The Flash uploader gives a progress bar of the upload to Deki along with allowing you to easily upload multiple files at once. By default both the classic uploader and the flash uploader are enabled. To use the flash uploader click Attach File or Image and then select the Flash Uploader tab within the dialog. To see a demo of the flash uploaded click [here](#).

Attach files

CLASSIC UPLOADER

FLASH UPLOADER

File Name	Statistic
	Totally 0 files were added.
	0 files are ready to upload.
	0 files were added with error.
	0 files were cancelled by user.

Pages: 1

Select files...

Attach files

Cancel

## Desktop Connector

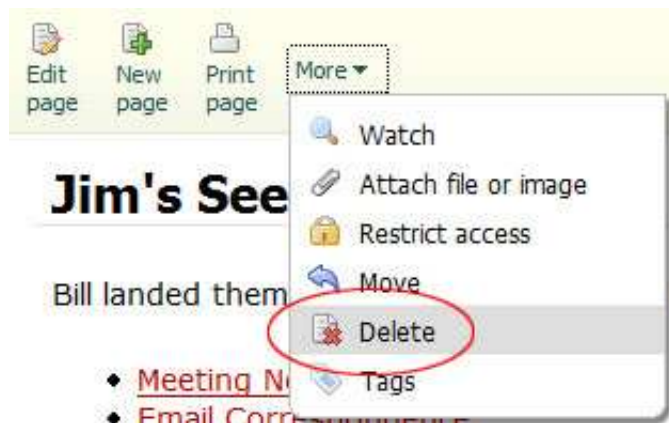
The Desktop Connector allows you to drag and drop files and entire folder structures into the wiki. If you drag a folder with subfolders, the folders will be converted to pages in the wiki and attach the files in that folder to the bottom of the page. This is a great tool to use when setting up your Wiki and moving/uploading content.

## Managing Content

MindTouch Deki makes it pretty easy to manage pages and files. Here we'll look at how this is done.

## Deleting Pages

Browse to the page you wish to delete, click “**More**” on the page toolbar and then select “**Delete**.”



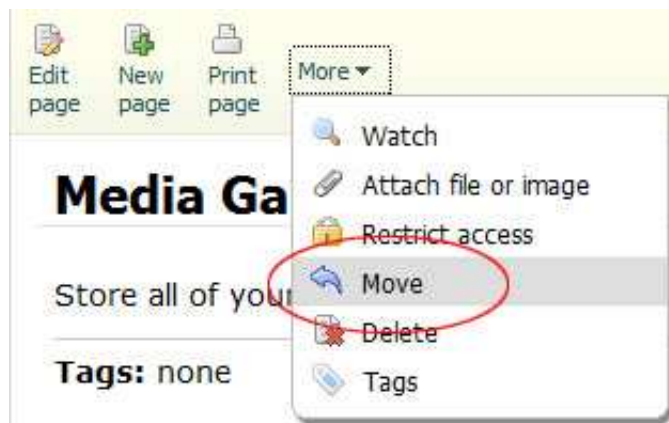
## Delete Files

Files or images that have been attached to a page can also be deleted. Just like with pages though, an administrator can restore deleted files. To delete a file, scroll to the Files section at the bottom of the page. Click the **Actions** menu to the right of the attached file or image. Select **Delete**, confirm the deletion with **Ok**.

\*Note: When you delete a file you will delete all of the versions of that file too. To restore a file you can do so through the Deleted Files page in the Control Panel

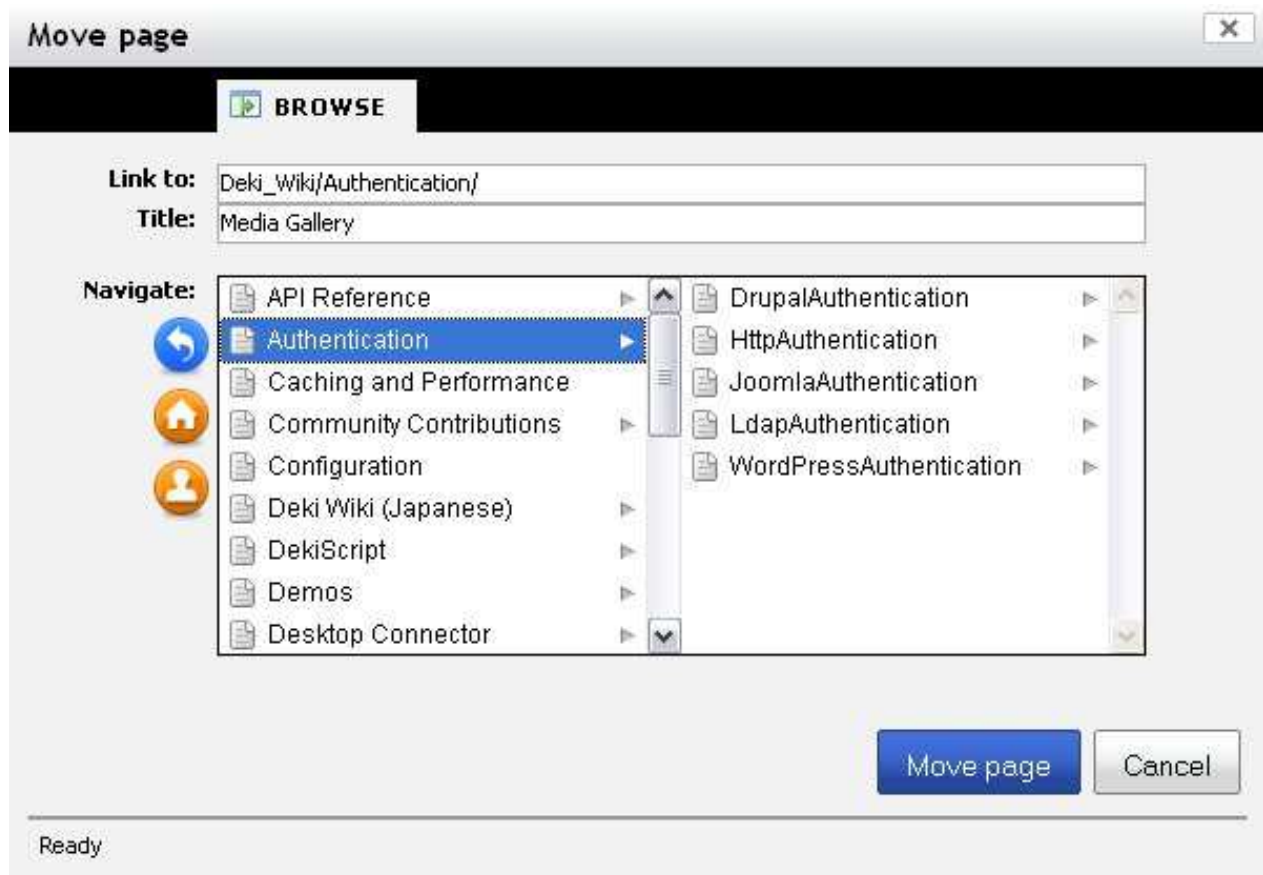
## Move Page

Browse to the page you wish to move, click “**More**” on the page toolbar and select “**Move**.”



*When you move a page, you also move that page's sub-pages*

A dialog box will prompt you to choose the new destination. You may browse all pages of MindTouch Deki by double-clicking and single-clicking to select. If you move a page, you also move all its sub-pages. When you've selected the page you wish to be the new parent of the page(s) you're moving click **Move page**.

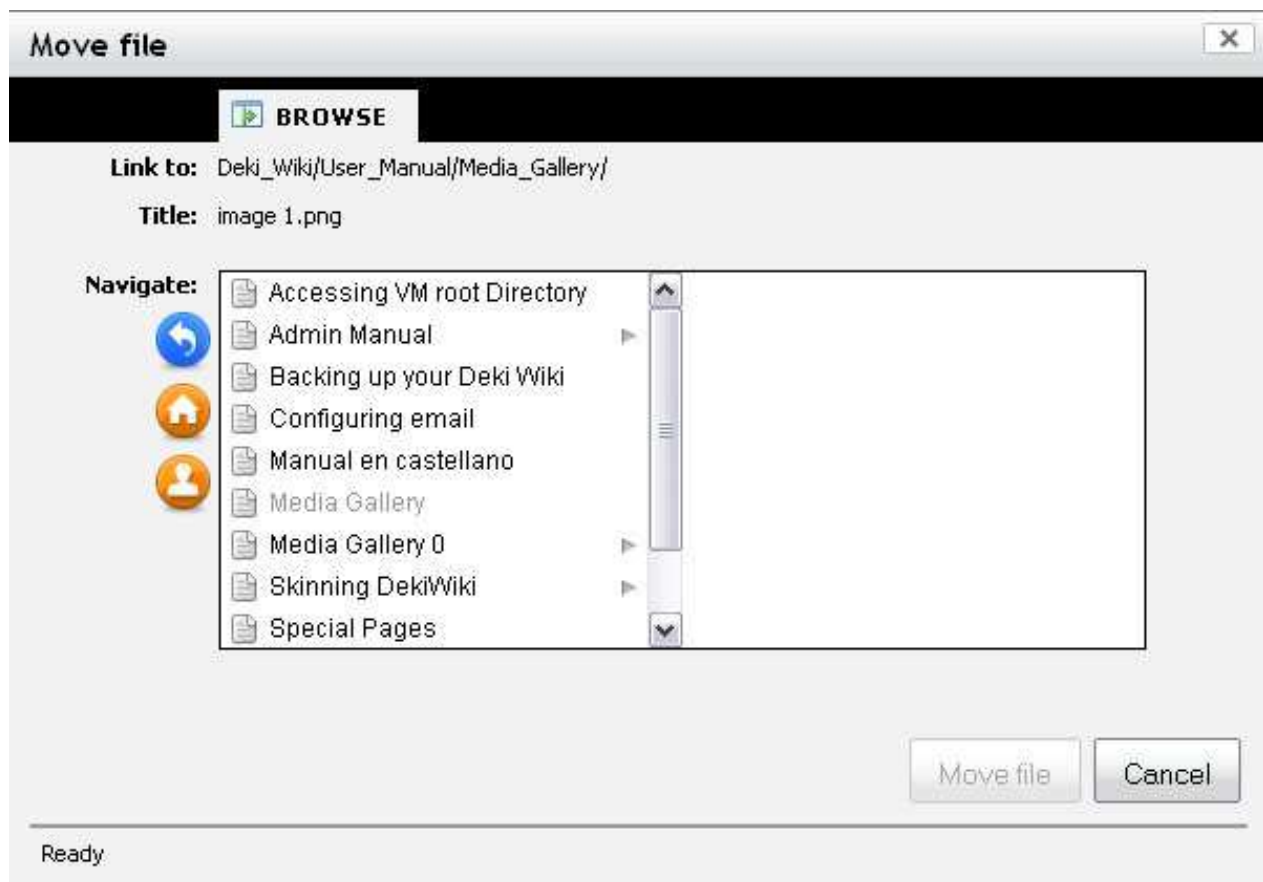


*You can browse all pages of MindTouch Deki in the Move dialog*

## Move File

You can move a file by selecting the **Actions** item and then select **Move**.





## Reordering the Hierarchy/Display Titles

MindTouch Deki orders pages according to the url. It also has the ability for the name of the page and how it appears in the hierarchy to be different than the actual url. This gives flexibility to organize the hierarchy according to the url while maintaining user facing friendly titles. To reorder a hierarchy do the following:

If your hierarchy is as follows:

- Home
  - A
  - B
  - C

Now if you want to move A below C we would move the page by clicking More -> Move and then in the Title field in the Move dialog you would give the page a title that would place it below C, like D. This will only change the URL of the page but still maintain the the Display title. The hierarchy will then show the following:

- Home
  - B
  - C
  - A

The url for A is now <http://yourwiki/D> but it is displayed as A on the Page Title and in the hierarchy.

## Content Versioning

We have discussed how easy it is to create and edit a page and you've seen how easy it is to attach a file or image. Now let's take a look at another easy to use, but very powerful, feature of MindTouch Deki: versioning.

### Page Versioning

Whenever you edit a page you are creating a new version of that page. Every version of every page is retained as part of MindTouch Deki's audit log, as is the person who edited the page, and the date and time that it was edited. To view any page's history, select the link that dynamically tells you the last time the page was modified (located in the page information box to the top right of the page). Let's look at a page's history and see how easy it is to revert a page to a previous version. Click the **last modified date** on a page.



*A page's history is just one click away*

You are presented with the history of the page. You can see when it was edited and by whom. You can also walk backward in time and view each version individually.

« Previous 50 | Next 50 »

Select the versions to compare and click 'Revision comparison'.

Revision comparison				
Compare		Revision date	Edited by	Edit summary
<input checked="" type="radio"/>	<a href="#">View version</a>	20:24, 20 Sep 2007	<a href="#">bobfather</a>	Too many changes
<input type="radio"/>	<a href="#">View version</a>	02:33, 19 Sep 2007	<a href="#">bobfather</a>	1 words added
<input type="radio"/>	<a href="#">View version</a>	02:09, 19 Sep 2007	<a href="#">bobfather</a>	no wording changes
<input type="radio"/>	<a href="#">View version</a>	02:06, 19 Sep 2007	<a href="#">bobfather</a>	no wording changes

*Every edit on every page is retained and acts as an audit trail*

Or you can view a comparison between two pages by clicking **Revision comparison**, which will present you the differences between these two page versions.

User Manual - MindTouch OpenGarden

Comparing version modified **16:50, 30 Aug 2007** by [coreyg](#) with the current version modified **19:57, 20 Sep 2007** by [coreyg](#).

Revert

 to the older of the two versions.

Return to [version archive](#).

If you want to access the root directory of Deki Wiki VM you can do so via the following options:

### **2-With an external terminal session emulator**

My preferred solution! You can have a full screen session, scroll bar, ...

You can use Putty (downloadable [here](#))

The root login via putty (ssh) only works if you enable PermitRootLogin in your /etc/ssh/sshd\_config.

Create a connection with IP address of your VM

Choose ssh protocol (port 22)

Click on Open button and a telnet Window is displayed (login=root, password=password)

The keyboard problem mentioned above doesn't exist here (you can enter "password" normally)

### **3-With FTP transfer - Unverified**

*Comparing versions of a page is as easy as it is to revert to an older version*

Finally, you can **Revert** to the older of these two versions by clicking the button.

## **File Versioning**

If you attach a file with the same name to the same page more than once you are creating a new version of this file. MindTouch Deki by default retains every version of the file and the links that point to it.

MindTouch Deki always point to the most recent version of the file. You'll know there is another file if you see a plus icon adjacent to the file.

Files (2)		Attach file or image		
File	Size	Date	Attached by	
 <a href="#">REAL 101 - Chapter 11.doc</a>  No description	34 kB	22:27, 20 Sep 2007	<a href="#">bobfather</a>	Actions ▾
 <a href="#">REAL 101 - Chapter 9 &amp; 10 notes.doc</a>  No description	41 kB	22:27, 20 Sep 2007	<a href="#">bobfather</a>	Actions ▾

*Attached files are automatically versioned*

If you wish to view every version of a given file click the [+] sign adjacent to the file in question. You'll be presented with every version of this file attached to the page you're viewing. You can also see each version's original file details.

Files (2)		Attach file or image		
File	Size	Date	Attached by	
 <a href="#">REAL 101 - Chapter 11.doc</a>  No description	34 kB	22:27, 20 Sep 2007	<a href="#">bobfather</a>	Actions ▾
 <a href="#">REAL 101 - Chapter 9 &amp; 10 notes.doc</a>  No description	41 kB	22:27, 20 Sep 2007	<a href="#">bobfather</a>	Actions ▾
 <a href="#">REAL 101 - Chapter 9 &amp; 10 notes.doc</a>  No description	41 kB	20:16, 20 Sep 2007	<a href="#">bobfather</a>	Actions ▾

*Page links to files always point to the most recent version of the file*

## Search and Discovery

We've seen how easy it is to capture information and files in MindTouch Deki. Now let's take a look at how easy it is to organize information so anyone can find and discover useful content that has been contributed.

### Search

Searching is as easy as providing your query in the search field at the top left of MindTouch Deki. Your result set can include pages, the contents of many types of attached files, and the descriptions of files and images. When you're presented with your result set those that rank at the top are determined by relevance and how recent they are. You can view only pages, only files, or only images if you wish to narrow the result set.

### Linking

A great way to organize content is by linking. When you create links to pages or files you're creating relationships in the content that make it easier for users to understand and establish relevance. This is one of many ways MindTouch Deki excels. It is really easy to link pages and files, making it really easy to see how content relates. When these relationships in data are established, it makes it very easy to consume the information. This allows users to understand if and how something is relevant to them and their work.

## Hierarchy

MindTouch Deki provides a flexible means of organizing pages hierarchically. The hierarchy is created by adding New Pages. To add a subpage, select the page that you want as the parent and then click New Page. This will help segment out the information in your wiki along with allowing easy navigation of your content.

## Chronology

How recent information is often impacts how important or relevant it is. With MindTouch Deki there are many ways to determine how current content is. The most obvious way is to look at the top right of a page at the page information bar. This tells you when the page was last modified. For files and images you can see how recently they were attached as well by reviewing the date and time stamp.



The screenshot shows the MindTouch Deki interface. At the top, a status bar indicates "This page was last modified less than a minute ago by & bobfather". Below this is a toolbar with icons for file management. A button labeled "Attach file or image" is visible. Below the toolbar is a table with four columns: "Size", "Date", "Attached by", and "Actions". The table contains two rows of data, both showing files attached by "bobfather" on "22:27, 20 Sep 2007". A red circle highlights the "Date" column in the table.

Size	Date	Attached by	Actions
34 kB	22:27, 20 Sep 2007	& bobfather	Actions▼
41 kB	22:27, 20 Sep 2007	& bobfather	Actions▼

*Quickly see how recently content was added or modified*

You can also look at a page's history by selecting **Recent Changes** from the menu bar. This give you a global view of which pages have been edited or had files attached, and by whom, in order of newest to oldest. This is a commonly used method of tracking what's going on in an organization and is a powerful discovery tool. At a glance you can see what your colleagues are working on and quickly realize if there is content you can benefit from.

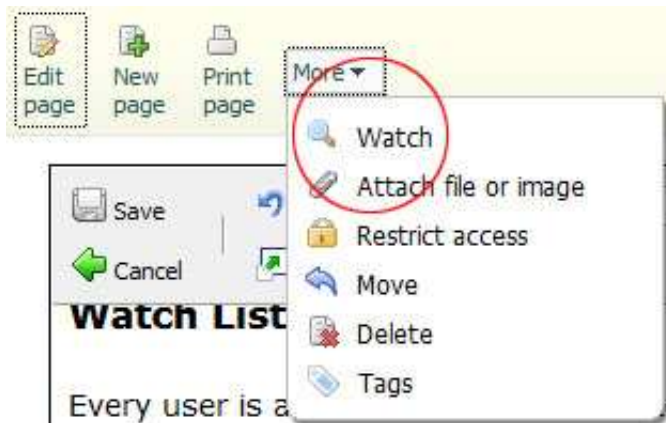
## User Contributions

In **Recent Changes** you can also elect to see changes on a per user basis in order of newest to oldest. To do this, select the user whose contributions you wish to see from the drop down menu at the top of the page. You may then walk backward in time through these contributions using the **Next 100 >>** control at the top and bottom of the table that contains the contributions.

By reviewing other users' contributions chronologically you are able to very quickly find information that can benefit you. For example, if you are working on a project and know a colleague has experience that could benefit you from their work months ago you can quickly find that information. Or, in the event you're new to a position you can quickly get up to speed by reusing established content.

## Watch List

Every user is able to create a list of watched pages. Then they can see whenever changes are made to these pages. This is useful in monitoring projects or topics of interest. To add a page to your watch list, click **More** from the page tool bar.



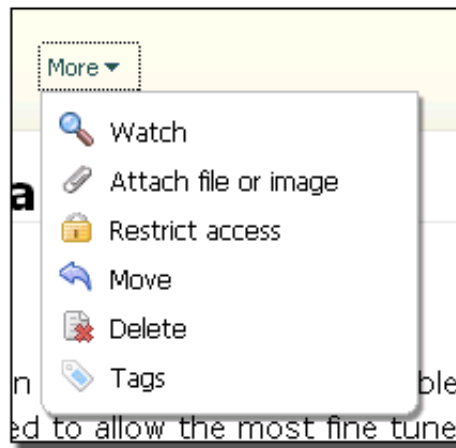
*Adding a page to your watch list is easy*

To review your watched pages click **Tools**, then **Watched Pages**. This shows you all the pages you are watching, when they were last modified, and by whom. This is a great way to discover information and topics of interest. To monitor your WatchList, Select Tools -> RSS Feeds -> then select the Watchlist link next to your name. You can then put this RSS feed into your favorite reader.

## Tags

Tags are added to a page through the "Tags" option under the "More" menu:

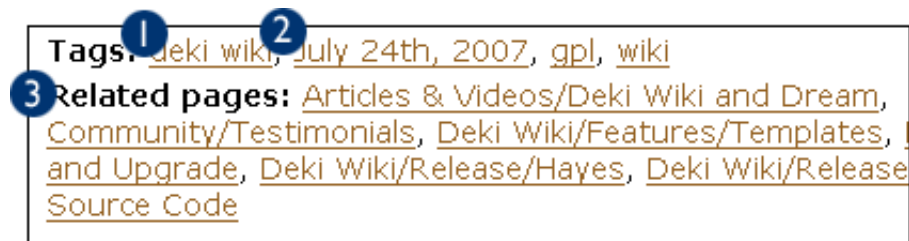




The tags dialog accepts all text, with the condition of each tag being on its own line. Tags are automatically stripped of HTML tags, trimmed of whitespace (extra spaces before and after the tags are removed), and are converted to lowercase characters for visual consistency.

## Display

The tag list appears after a page's contents if tags exist for a page. Tags are sorted first by tag types, with **define:** and **date:** types taking precedence over "normal" (no special types) tags. Each tag links to the **tag explorer** view, which provides a list of all pages with the same tag - this allows for discoverability of related pages outside of the hierarchical structure of Deki.



1. An example of a defined tag ("define:dekiwiki") - any page which has this tag now links to this page
2. An example of a chronotag - converted to a consistency user-friendly output format
3. Since this page has defined dekiwiki, it has a list of Related Pages, which is a list of all pages which are tagged "dekiwiki"

## Tag types

There are two special classes of tags: **define** and **date**. Tags which are prefixed with these two types become assigned to these special types (for example, "define:tagging" would be input into the dialog to create a "tagging" define tag).

## definition tags (define:)

**define** takes ownership of a tag; all references to that tag in other pages automatically link to the page which holds the definition of the tag instead of the explorer view. The page which holds the **define** tag also displays a "Related Pages" list, which contains a list of pages which contain the defined tag. Only one page may hold the definition for a tag, but one page can have multiple defined tags.

## chronotags (date:)

**date** are tags which are associated specifically with a date. The input form accepts most natural language inputs: `date:now`, `date:tomorrow`, `date:2007/08/13`, `date:January 12th, 2005`.

Clicking a chronotag link exposes an events view. Much like the explorer view, the events view displays all pages with the same date, but it also allows the selection of a dates to display all pages that fall within a range of dates. Sometimes the natural language processor will fail to convert your input into a date (example: "date:oaiwjeoifajf") - in that case, the whole tag is treated as a normal-class of tags.

## Misc notes

Tags are indexed by the search engine and appear on the recent changes log when updated.

## Alerts and Notifications

In addition to the web interfaces for content changes, watch lists, and user contributions, MindTouch Deki provides a plethora of feeds that can be consumed by any RSS reader. To access the RSS feeds select **Tools** then **RSS feeds**. To subscribe to the feed simply **right-click** (option click on Mac) the link to the feed you wish to subscribe to and select **Copy Link Location** (in Firefox) or **Copy Shortcut** (in IE). Then launch your RSS reader and paste the URL to the feed.

If you aren't sure what RSS is, it's a way for you to be notified of changes on webpages of interest and be provided with these changes. To really understand this, you should probably run an Internet search for "What is RSS" and you'll find many resources to explain this further. If you don't have an RSS reader, don't worry because there are dozens of free RSS readers you can download and install.

## Advanced Access Controls

There are many ways to grant access to Deki including integration with a current authentication server, HTTP authentication against the Web Server, or using Deki's Authentication Settings.

- LDAP
- HTTP
- Internal Auth

## Restrict Pages and Hierarchies

Any user can easily restrict access to a page and subpages. To do this, select the **More** menu from the page bar and select **Restrict access**.



*The More menu (found on the page bar) expanded to show the Restrict access control*

Then select the users or groups (using control or Apple key to select multiple users or groups) and level of permissions you wish to give them. Finally, select **Restrict access**.



*The Restrict access dialog allows you to change who can edit or view a given page*

Any sub-page of the page just restricted will inherit the permissions of this page if you select the **Apply these permission changes to all children pages**. If you want to restrict a single page/sub-page you can do so by doing the above and making sure that the Apply these permission changes to all children pages isn't checked.

**Note:** Administrators override all page permissions, meaning they have access to all pages regardless of the page's restrictions. Be very careful to whom you grant administrator access.

## Accessing Deki Root directory

Below are different ways to access the root directory of Deki to make changes to the system and to transfer files in/out. This is intended for Advanced users or users with a support plan.

### SSH

If you'd like to enable SSH on Deki, do the following:

1. Open the VMWare console
2. Log in with your root login and password
3. Modify your ssh config as follows: `nano /etc/ssh/sshd_config`
4. Then change this value: `PermitRootLogin no` to: `PermitRootLogin yes`
5. Hit Control-X to exit and "Y" to save
6. restart ssh: `/etc/init.d/ssh restart`
7. modify your firewall rules to allow external access using TCP port 22

### SFTP

Once SSH is enabled you will be able to access your Deki via SFTP which is Secure File Transfer Protocol. In order to access your Deki via SFTP you need to have an SFTP client like FileZilla.

### Samba

When you are customizing Deki you'll want to be able to easily drag and drop files from your windows environment into the root directory to apply changes. In order to integrate the Deki with Explorer you need to use Samba, which comes installed on the Deki WM. More information about Samba can be found at Wikipedia and the official Samba website.

Here is how you configure Samba:

1. Log in as the root user.
2. Create the user that you want to use to login into Deki:

```
useradd yourusername
```

3. Create a Samba password for the user:

```
smbpasswd -a yourusername
```

**NOTE:** if you want to use the root password then yourusername=root and use the same password that you have for your root password account.

4. Update the Samba configuration file (/etc/samba/smb.conf):

```
workgroup = WORKGROUP (replace by your Windows value)
# File creation mask is set to 0700 for security reasons. If you want to
# create files with group=rw permissions, set next parameter to 0775.
create mask = 0644
# Directory creation mask is set to 0700 for security reasons. If you want to
# create dirs. with group=rw permissions, set next parameter to 0775.
directory mask = 0775
[MyWWW]
comment = Deki /var/www folder
path = /var/www
public = yes
writeable = yes
read only = no
valid users = yourusername
create mode = 0666
```

Note for users not familiar with the smb.conf file: the **directory mask** and **create mask** lines exist in the default smb.conf file, and they must be modified. The [MyWWW] section does not. Add the [MyWWW] section at the very end of the smb.conf file to make sure that you are not interrupting another already existing section.

If you want to connect as the root user, make sure to comment the following line like this:

```
;invalid users = root
```

5. Restart Samba: /etc/init.d/samba restart

## If Vista is Host Operating System

If Vista is your Host operating system that VM Player is running on then you'll want to update Samba to the most recent version to avoid a glitch that slows transfer to a trickle. Run the following code to update Samba:

```
apt-get install samba samba-common samba-client
```

## Control Panel

Any changes in the Control Panel should be performed by the Administrator of the wiki.

## Service Management

Service Management allows you to add Deki extensions that integrate with external applications, services, and external authentication. By default the following extensions come pre-installed on Deki

- RSS/Atom Reader
- Digg
- Flickr
- Gabbly
- Multimedia
- WidgetBox
- Windows Live
- Syntax Highlighter

## **Adding Extensions**

Unlike other applications, Deki doesn't require you to upload an extension but instead you add certain information within Service Management which will call the extensions XML file.

To Add an Extension to Deki click on either Local or Remote which is found at the top of the screen. For more information on adding Extensions check out our documentation.

## **Local vs Remote**

A majority of the extensions that you will be referencing will be considered as Local. A Local extension is an extension that is started by Deki and ended by Deki. A Remote Extension runs on external server and is embedded within Deki.

## **Authentication**

There are many authentication systems available like Active Directory, LDAP, Novell E-directory, and authentication through a third party software application like Wordpress, Joomla or Drupal. Integrating authentication systems with Deki will allow your users to maintain their current login credentials, allow the admin to effectively manage the user base that has access to the wiki, and allows you to configure groups within the authentication system which can then be applied to your Deki.

To add authentication to your Deki visit the setup instructions.

## **Unused Redirects**

Anytime you move a page in Deki a Redirect occurs in the background so that anyone that clicks on the old link is automatically pointed to the new location as opposed to receiving a Page not available error. The Unused Redirects allows you to delete these connections if you have pages that you know that the redirect isn't necessary. This increases response time of the pages that people are accessing as the redirect isn't occurring. Delete with caution because if there are links outside of your system that users are accustomed to and you remove the redirect then you'll have to recommunicate the new url.



## Configuration

The Configuration page in the Control Panel allows you to make changes to the MySQL config table through an interface. Any changes to the Configuration values should be made with caution and only by the Admin. Here is an explanation of all of the configuration settings.

**admin/email** string - available in PHP as \$wgAdminEmail

Email address of person to contact for technical problems

**admin/contact-threshold** integer - available in PHP as \$wgAdminContactThreshold

Number of hours before emailing admin in case of a 502 "Service Not Available" error

**editor/safe-html** boolean

Whether or not to remove potentially unsafe html tags

**files/blocked-extensions** string, as comma separated list

Unallowed extensions as file attachments

**files/imagemagick-extensions** string, as comma separated list

File extensions that will generate image previews

**files/imagemagick-max-size** integer

Maximum image size for preview generation (setting this value too high may choke your memory usage)

**files/max-file-size** integer

Maximum file size for file attachments (checked on upload); ensure that this value matches post\_max\_size and upload\_max\_filesize in php.ini

**mail/smtp-servers** string - available in PHP as \$wgSMTPServers

SMTP servers; separate multiple servers with semicolons

**mail/smtp-username** string - available in PHP as \$wgSMTPUser

SMTP authentication username

**mail/smtp-password** string - available in PHP as \$wgSMTPPwd

SMTP authentication password

**security/allow-anon-account-creation** boolean

Whether or not new accounts can be self-created from the login page

**security/cookie-expire-secs** integer

Sets the authentication expiration time in seconds

**security/new-account-role** string

Default role for new accounts

**storage/fs/cache-path** string

Location for storing image previews on disk. Default is {deki-path}/attachments/.cache

**storage/fs/path** string

Location for storing file attachments on disk. Default is {deki-path}/attachments

**storage/s3/bucket** string

S3 bucket to use for storage (ensure this exists)

**storage/s3/privatekey** string

Secret access key for your S3 account

**storage/s3/publickey** string

Access key for your S3 account

**storage/s3/prefix** string

Directory within your bucket that contains all attachments. You can set this to the name of your wiki.

**storage/s3/timeout** integer  
Timeout in seconds for S3 requests

**storage/type** string  
File storage type: filesystem (fs) or Amazon S3 (s3)

**ui/analytics-key** string  
Google Analytics account key for traffic logging

**site/search-disabled** string - available in PHP as \$wgDisableTextSearch  
Disable site searching

**ui/banned-words** string, as comma separated list  
Comma separated list of words not allowed in page content - these values will be automatically stripped out

**ui/default-auth-service** int, available in PHP as \$wgDefaultAuthServiceId  
service\_id of default authentication service (pre-selects the auth service when logging in)

**ui/language** string - available in PHP as \$wgLanguageCode  
Language to use for the user interface of the wiki in the format *language-variant* (example: *en-us* for English or *de-de* for German)

**ui/comment-count** integer - available in PHP as \$wgCommentCount  
The number of comments to show on first page

**ui/custom/css** string - available in PHP as \$wgCustomCss  
CSS styles that define the template's styles (not used for loading the editor)

**ui/custom/bodycss** string - available in PHP as \$wgCustomBodyCss  
CSS styles that define the content's body styles (used for viewing & editing)

**ui/dynamic-nav** string - available in PHP as \$wgNavPaneEnabled  
Enable dynamic behavior of navigation pane

**ui/logo-uri** string - available in PHP as \$wgLogo  
Path to site logo

**ui/max-nav-items** integer  
Max number of items to show in the navigation pane

**ui/sitename** string - available in PHP as \$wgSitename  
Site title

**ui/skin** string - available in PHP as \$wgActiveSkin  
Name of template skin to use

**ui/template** string - available in PHP as \$wgActiveTemplate  
Name of template to use

**ui/use-cdn** string - available in PHP as \$wgUseCDN  
Enabling will use Yahoo!'s CDN to speed up delivery of Javascript files - this may not work depending on your ability to access Yahoo!'s servers.

## Group Management

Group Management allows you to add Local and External Groups. To create a Group do the following:

## Local Groups

1. Add the Name of your group in the Step 1 Text area
2. Select the Role for your Group. To specify Roles view Role Management in the Control Panel
3. Make sure that Local is selected under Service
4. Then Select Add Groups
5. Once the Group is created you'll scroll down to the newly created group and select Edit Users to add users to this group. Currently nested groups aren't supported for Local Groups.

## External Groups

1. Add the Name of the Group that you want to Add to Deki. The group name must be the exact name of the group in your External auth service
2. Select the Role for your Group. To specify Roles view Role Management in the Control Panel
3. Select the appropriate External auth Service under Choose Service
4. Then Select Add Groups - The users will be automatically added as the settings for the group(s) are being imported.

## Deleted Files

Anytime a user deletes a file in Deki it ends up in the Deleted Files bin where the Admin can stipulate if it is deleted permanently or if it needs to be restored. To restore a file, select it and then click the **Restore files** button. If you want to delete the file permanently then select the file and then click **Delete Permanently**.

## Double Redirects

Double Redirects are managed the same way the redirects are. A Double Redirect is when a page is moved and then moved again. To delete a Redirect select it and click Delete.

## Role Management

Role Management allows you to specify the Roles for users and Groups. Each Role has the following role attribute that can be applied to a Role:

### LOGIN

The Login Attribute stipulates if a user is able to login when they reach the site. This, with READ, are the most fundamental of roles.

### BROWSE

The BROWSE Attribute stipulates if a user is able to browse the hierarchy or discover content within the wiki via search.

## **READ**

The READ Attribute stipulates if a user is able to view a page, comments, or attachments.

## **SUBSCRIBE**

The Subscribe Attribute stipulates if a user is able to subscribe to the RSS feeds of the system which will show pages changes

## **UPDATE**

The UPDATE Attribute stipulates if a user is able to make changes to a page or attach files in the wiki

## **CREATE**

The CREATE Attribute stipulates if a user is able to create a New Page within the wiki

## **DELETE**

The DELETE Attribute stipulates if a user is able to Delete an existing page within the wiki

## **CHANGE PERMISSIONS**

The CHANGE PERMISSIONS Attribute stipulates if a user is able to Change or Add Permissions of a page

## **CONTROL PANEL**

The CONTROL PANEL Attribute stipulates if a user has access to the Control Panel - This should only be accessible to the Admins of the wiki, use sparingly

## **UNSAFE CONTENT**

The UNSAFE CONTENT Attribute stipulates if a user is able to add unsafe scripts or HTML into a wiki page without it being stripped out. If you want the users to be able to add some Unsafe Content then take a look at adding an extension for it.

## **ADMIN**

The ADMIN Attribute stipulates if a user has Admin privledges which overrides all other permissions and restrictions. Use sparingly.

## **Site Settings**

Site Settings includes the following settings that can be changed for your Deki:

- Set Site Language
  - This is the Default Language for your Deki and will convert the interface into the selected Language, with Jay Cooke the user can select what language they use so that each user can specify their native language.
- Set Site Name
  - Change the name of the site that appears at the top of the hierarchy
- Rebuild Search Index
  - This will rebuild your search index. Use if your search results are missing content or if content hasn't been indexed yet.
- Site Options
  - Allow Anonymous Account Creation - Adds a link to the login page that allows anonymous visitors to your site to create their own account on your wiki
  - Disable Searching - This will stop indexing your site/files and will return nothing if a user tries searching on your site.
  - Use content distribution networks for Javascript libraries - Uses remotely hosted Javascript libraries which creates faster load times for sites across the web using Yahoo's optimized, geo-distributed, and reliable data centers.
- Google Analytics - Put your Google Analytics Account ID in this field if you want to track your wiki's traffic and want advanced analytics on your wiki

## **Visual Appearance**

### **Site Logo**

You can upload your own custom logo which will appear in the upper left hand corner of the wiki. The logo size is restricted to 500 x 50 px.

### **Customize Site Styles**

This section allows you to override the Site and Content styles for the site using CSS.

### **Change your Styles**

This is where you select the type of Skin you want for your wiki. If you create your own skin and upload it, it will appear here.

### **Custom Site HTML**

Custom Site HTML are custom HTML areas that are strategically placed around the skin of the site to include widgets, scripts, and custom images.

## User Management

User Management is where you are able to Add, Deactivate, and update users. To add a user do the following:

1. Add the username of the user you want to Add
2. Add the email of the user you want to add
3. The Password is optional, if you don't put one in here then one will be created for the user automatically
4. Select the Role for the User, see Role Management for more info about Roles.
5. Then Select Add User

## Bans

Bans allows you to ban a user or ip address because of the behavior of the user or because of another reason deemed appropriate to ban them. In order to ban a person of IP do the following:

1. Select the ban type: IP address or Username
2. Specify the username or IP address
3. Select duration of Ban which can range from one day to Forever
4. Finally add a note about the reasoning behind the ban and click Save

A list of Banned users will show on this page so that you can remove bans or update the bans.

## Restore

Restore allows you to restore deleted pages in the system. To restore a page find it within the interface and then Select Restore. The page along with its attachments will be restored. This is assuming that the attachments haven't been removed permanantly from the system through the Delete Files page.

## Attached Files

## Attached Images

