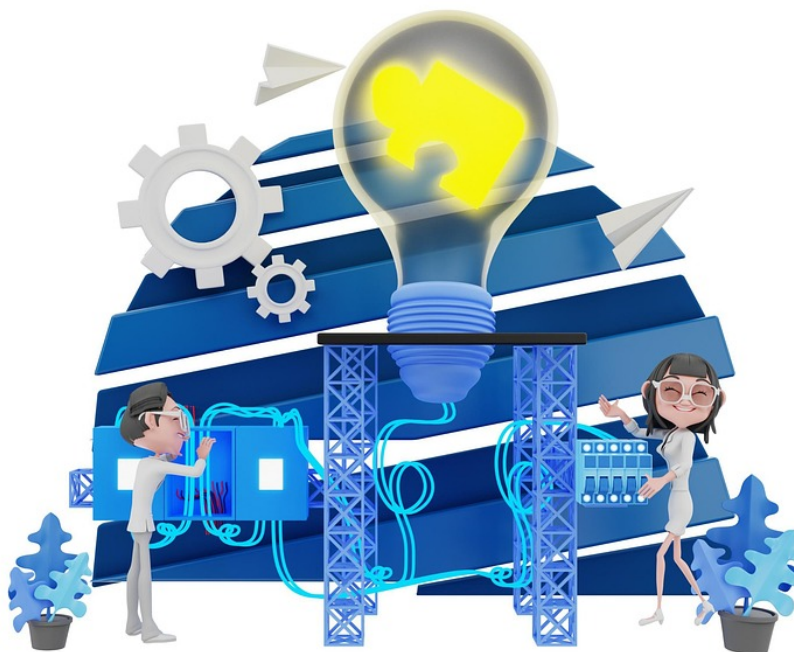


User manual introduction



Contents

1 Welcome to BlueSpice!	2
2 More than just a wiki	2
3 What this user manual covers	2
4 Who should read this user manual?	2
5 Questions?	2

Welcome to BlueSpice!

Your wiki serves as a single, easily accessible space where all company-related documentation lives. Whether it's onboarding guides, process documents, project updates, or best practices — having them in one place means that you spend less time hunting for information and more time getting work done. This centralization not only improves your efficiency but also helps preserve everyone's knowledge, reducing the risk of information loss when someone leaves the team. Wikis are built on the principle of collaborative editing. Everyone in the company — from top management to new hires — has the opportunity to contribute, modify, and update content. This open-ended collaboration encourages cross-departmental communication, breaking down silos and enabling the free flow of information. By becoming a shared tool, the wiki fosters a culture where every contribution is valued and knowledge is continuously refined.

More than just a wiki

Your BlueSpice wiki is based on MediaWiki, the software that also runs the Wikipedia online encyclopedia.

In addition to the typical and robust collaboration features of MediaWiki, BlueSpice includes important quality management and maintenance tools that enable you to use the wiki for a variety of important business functions. As both a flexible knowledge base and a quality management platform, your wiki will support your efforts to collaboratively grow, manage and distribute all information that is important to you.

What this user manual covers

The MediaWiki community has written extensive support documentation. A lot of the questions you have around using your wiki's features are answered right at mediawiki.org. This user manual focuses mainly on the functionality that is part of the BlueSpice distribution of the MediaWiki software and on important concepts that you need for making decisions around organizing and managing your content.

Who should read this user manual?

The audience for this user manual are mainly wiki maintainers, also known as "wiki gardeners". These are the users who are responsible for ensuring that the quality of the content and the ease of use meet the expectations of both their users and their wiki owners. These users usually have reviewer rights in the wiki, but don't have the permissions of wiki administrators. However, wiki editors are also invited to read this user manual. With that in mind, we included some information that focuses on the editing process, such as working with wiki pages.

Questions?

If you have questions that go beyond the information in the user manual, you can visit our forum at community.bluespice.com.

