Requesting a Wiki Space

What is a Wiki Space?

A wiki work space is an area inside the Confluence wiki system with:

- separate page name space
- separate permission settings
- possible distinct visual representation / branding

What is a Wiki Space good for?

A wiki space can be support a collaborative project where several users (or just one) collaboratively create a set of pages, accessed by a number of users - who may be able to just read the pages, comment on them, or modify the content as well.

A wiki space can be useful, e.g., in the following scenarios:

- a collaborative project just among a few researchers
- a departmental collaboration
- a student project
- publishing material for a course (lecturer creates pages, students can read and comment)

Who can access this Confluence Wiki?

- Anybody with a valid University of Canterbury login
- Anybody with a valid login at any educational or research institution partnering in the Tuakiri Federation.

Note: Being able to log in to the Wiki does not necessarily grant you access to all data. Spaces can be restricted, see Wiki Space Permissions below.

How do I get a Wiki Space?

Request the wiki space via the 'Log a Ticket' link on ICT Service Desk.

Have the following information ready for the Service Desk:

- Wiki short name - a persistent identifier, e.g., LIBRSTAFF. Only letters and digits allowed.
- Wiki long name - a descriptive name of the project. Up to one line.
- Preferred permission settings (see below).
- Who should be the primary administrator of the space for ongoing permissions and control.

Wiki Space Permissions

There is a fine-grained permission system. In a simple way, the following rights

- reading pages
- commenting on pages
- creating and modifying pages
- administration

can be assigned to:

- an individual user (UC or remote)
- a manually configured group of users
- a group defined based on departmental code
- any University of Canterbury user (but not remote users)
- any user with a valid login (including remote users from other universities)
- anonymous users

The following use cases illustrate what permission sets have been found useful

A small project among a few researchers

- Project leader has all permissions (including adminstration)
- Project participants have full access to all pages (everything but administration)

Departmental wiki

- HOD (or someone charged by HOD) has administrative access
- A group created for the department has create/modify/read/comment access
- Collaborators from other departments may be individually granted access.
- The wiki may or may not be readable to all UoC users (including anonymous users).