

Restricting Pages



These instructions were created to assist students in EDUC203, but may work for other spaces. Not all users have permission to restrict pages within their spaces, please ask your space administrator if you require this right.

You can follow these instructions to prevent other people from editing your pages.

First, log in using the "Log In" button on the top right, then find the appropriate space:

Dashboard

Welcome to Wiki at UC

Confluence has just been upgraded to v4, you may find it useful to watch some of the new Editor videos:

<http://www.atlassian.com/software/confluence/whats-new/?tab=confluence-40>









































If you would like to create a new space, read [Requesting a Wiki Space](#).

Spaces

Pages

Network

Global Spaces

	Adobe Connect Information	
	BlueFern User Documentation	
	College of Engineering Software	
	Default Test Space	
	Educ201 Current Issues in Learning	
	EDUC203 Cultures, contexts and education learning space	
	Geographic Information Systems Group	
	Geography Department	
	Golden Key	
	ICTS IdMS Project	
	ICTS Linux Infrastructure	
	Library Wiki	
	LR Mac Support	
	Medical Physics Research	
	Medipix All Resolution System-CT Scanner Project	
	New Zealand South Asia Centre	
	PhD Supervision by Dr Vanessa Andreotti	
	Research & Teaching Support	
	School of Sciences and Physical Education	
	TE21: TLRI Project Group	

Showing 20 of 31 ([View All](#))

This will take you to the home page of the space you have selected.

Next, click the Add > Page button:

The screenshot shows the 'Home' page of a University of Canterbury space. At the top left is the University of Canterbury logo and the word 'Home'. To the right are 'Edit', 'Share', 'Add', and 'Tools' buttons. The 'Add' button is open, showing options for 'Page', 'Comment', and 'Attachment'. Below the header, it says 'Added by Chris Rodd, last edited by Chris Rodd on Feb 08, 2012'. The main content area has a welcome message and a 'Recently Updated' section with two entries: 'Home' and 'EDUC203 Cultures, contexts and education learning space', both created by Chris Rodd on Feb 08, 2012. On the right, there is a 'Navigate space' section with a search bar. At the bottom left, there are 'Labels: None' and an 'Add Comment' button.

You are now editing a new page. You can add content, then click the "Unrestricted" button to add restrictions to the page:

The screenshot shows the page editing interface. At the top is a text input field labeled 'Your group name'. Below it is a rich text editor toolbar with options for Paragraph, Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Link, Table, Insert, and Undo/Redo. The main text area contains the placeholder text 'Enter your text here, it can be edited later'. At the bottom, there is a toolbar with buttons for 'Unrestricted', 'Attachments', 'Labels', and 'Location'. The 'Unrestricted' button is highlighted. To the right are 'Preview >', 'Save', and 'Cancel' buttons. Below the toolbar is a URL bar showing the page action.

This will bring up the page restrictions dialog.

The screenshot shows the 'Page Restrictions' dialog. At the top, there is a warning message: 'Be careful! Make sure you pick the "Restrict editing of this page" rather than viewing, or other students will not be able to comment on your page, and markers will not be able to view it to mark your work!'. Below the warning, there is a section for selecting restrictions. The 'Restrict editing of this page' option is selected. Below this, there is a text input field for the user's name or usercode, and an autocomplete bubble showing 'Dan Hawke (djh189@canter...)'. To the right of the input field is a 'Restrict' button. At the bottom, there is an information message: 'Users will not appear in this drop-down until they have logged in to the wiki for the first time. If you can find yourself, but cannot find other users in your group, please ask them to log in.'

The screenshot shows the 'Page Restrictions' dialog. At the top, there is a section for selecting restrictions. The 'Restrict editing of this page' option is selected. Below this, there is a text input field for the user's name or usercode, and an autocomplete bubble showing 'Dan Hawke (djh189@canter...)'. To the right of the input field is a 'Restrict' button. At the bottom, there is an information message: 'Users will not appear in this drop-down until they have logged in to the wiki for the first time. If you can find yourself, but cannot find other users in your group, please ask them to log in.'

Now you can Save your permissions, and then Save the page edit.

If you need to check or change your permissions later, you can click "Tools" then "Restrictions" while viewing your page:

