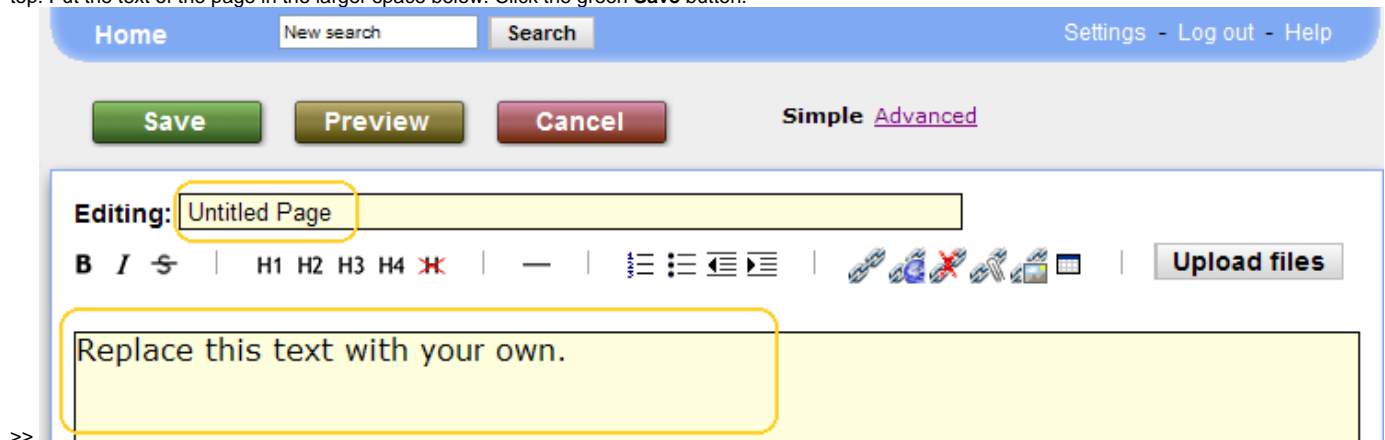


How do I make a new page?

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Visit the **dashboard** and click on the **New Page** Button. You will see a new page to edit. Change the name of the page by editing the title in the field on top. Put the text of the page in the larger space below. Click the green **Save** button.



The screenshot shows the Wikiwyg workspace editor interface. At the top, there is a blue navigation bar with 'Home', a search box labeled 'New search' with a 'Search' button, and links for 'Settings', 'Log out', and 'Help'. Below this is a toolbar with three buttons: 'Save' (green), 'Preview' (brown), and 'Cancel' (red). To the right of these buttons are the options 'Simple' and 'Advanced' (underlined). The main editing area has a title field labeled 'Editing:' containing 'Untitled Page'. Below the title field is a rich text toolbar with icons for bold (B), italic (I), strikethrough (ABC), heading levels (H1, H2, H3, H4), a red X icon, a horizontal line, bulleted and numbered list icons, indent and outdent icons, link and unlink icons, a broken link icon, a media icon, and a calendar icon. An 'Upload files' button is on the right. The main text area contains the placeholder text 'Replace this text with your own.' and is highlighted with a yellow background.

You can also create a new page by making a link on an existing page. While editing, select the text to link and click on http://base/images/wikiwyg_icons/link.gif in the toolbar. You can also put the name of the page you wish to create in square brackets, like this: [Title of New Page](#).

After saving, the link will appear with a dashed underline, which means the link refers to page that does not exist. Whenever you click on a dashed link, you can create the missing page.

To practice, try making a new page with your name as a title using either method.

Congratulations! [You know how to use a workspace](#)