



ADP course environment =


Confluence wiki = wiki.metropolia.fi

Merja Bauters, Nina Hellman, Pauli Laine, Kari Salo, Petri Vesikivi
ADP10 target: Proven business case with the developed application



Dashboard - mark your favourites - yellow star

Dashboard Browse Merja Bauters Search

























 **Dashboard** Add Page Add Blog Post

Mikä tämä on?
Olet avannut Metropolian yhteisöllisesti tuotetun sivuston (wiki), joka toimii Confluence-alustalla. [Lisää järjestelmän infosivulla](#)




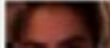
Miten sisään?
Avaa Log in -linkki (oikea yläkulma) ja kirjoita tunnuksesi. Kirjautumattomat näkevät alla luettelon kaikille avoimista työtiloista (Spaces).


Diagrammeja
Gliffy-pluginin avulla voit piirtää diagrammeja wiki-sivuille. Add -> Gliffy Diagram

Spaces: My Team All

 4AMK - yhteinen esimiesfoorumi   
 ADP   
 Arvot   
 Auditointiprojekti Tässä työtilassa valmistellaan KKAN auditointia joka toteutetaan keväällä 2011.   
 Auto- ja konetekniikan aikuisopiskelijat   
 Automaation rällisimulaattori Tällä sivulla seurataan automaatiotekniikan 3. vuoden opiskelijoiden CDIO projektin 'rällinenkki'   

Recently Updated

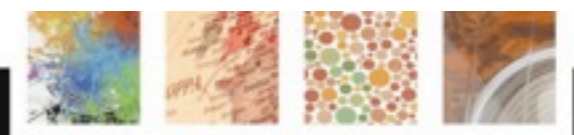
Merja Bauters 36 minutes ago 	Home
	Agenda 8.9.2009 (Hämeentie 161, Pylvässali)
	ADP10W02bb.ppt
Petri Silmälä about 2 hours ago 	The next five years in social media (Mashable)
Enni Kymäläinen yesterday at 23:00	Re: Mikropäiväkirjat 2. viikko. Opettajat antoivat palautetta ensin koko ryhmälle edellisen viikon työskentelystä ja sen jälkeen oli lyhyt ry...
Jussi Linkola yesterday at 20:58 	Re: Ulkopuolisen käyttäjän käyttäjätunnus Entä kun tarvitaan massatunnus valintatilaisuutta varten? Tunnus, jolla ryhmä ihmisiä pääsisi työskentelemään koneilla j...
Anonymous yesterday at 20:43	Re: Syventävä osaaminen, toteutukset syksy 2010 Hello, Please, could we get instructions and also some possible books in English concerning OPPIMISTEHTÄVÄ? Thank you, I...
Merja 	Metropolia Project Ownership Policy.pptx



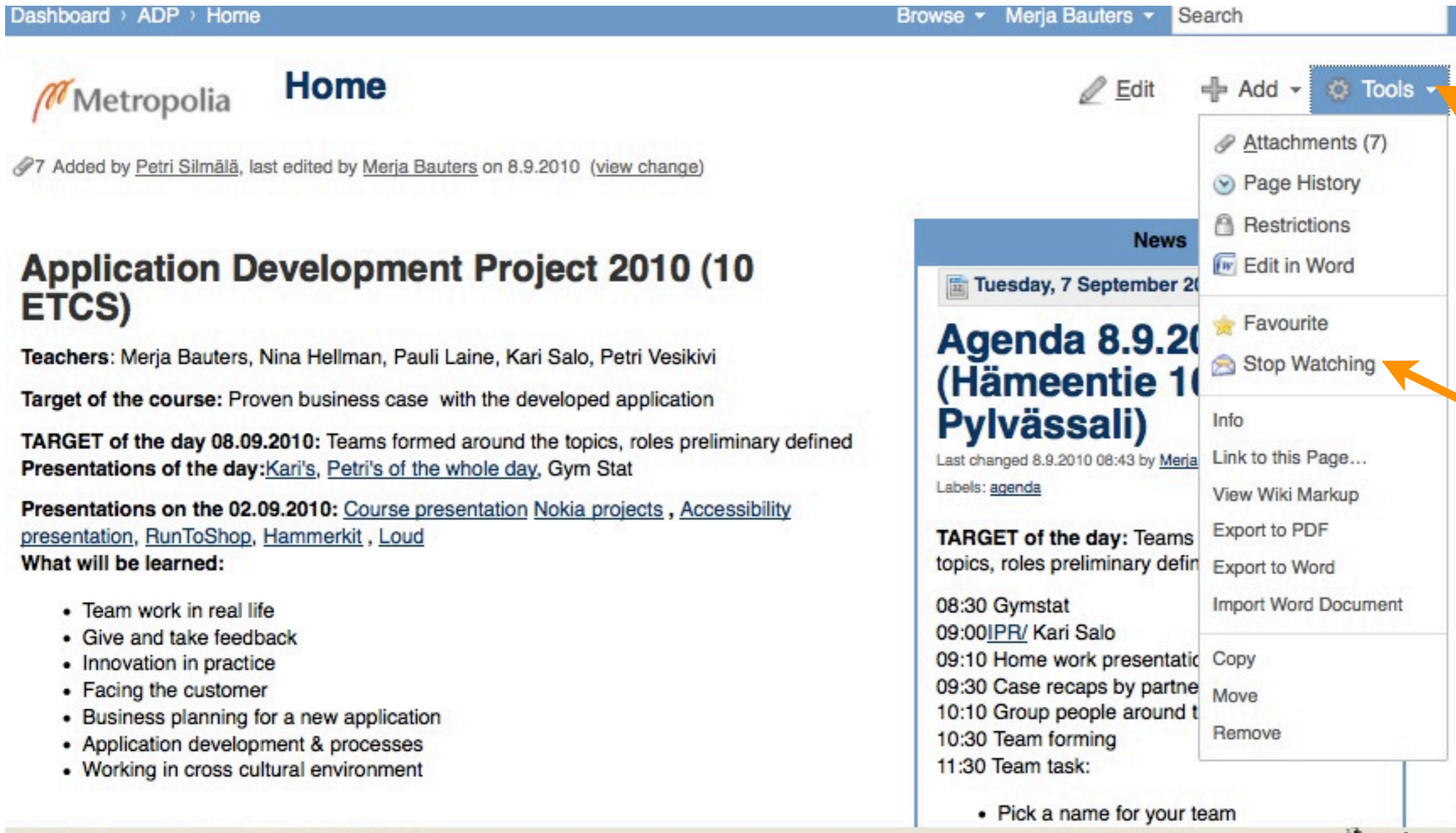
MY Dashboard - mark your favourites - yellow star

The screenshot shows the Metropolia Dashboard interface. At the top, there is a navigation bar with 'Dashboard', 'Browse', 'Merja Bauters', and a search box. Below this, the 'Metropolia Dashboard' header is visible. On the left, there is a 'Spaces' section with tabs for 'My', 'Team', and 'All'. The 'My' tab is selected, showing a list of spaces: ADP, Bauters, Confluencen infosisivusto, Merja Bauters, and MOI. Each space has a yellow star icon next to it, indicating it is a favorite. A yellow circle highlights the 'My' tab and the star icons. In the center, there is a 'Recently Updated - My Spaces' section. It lists updates from various users: Merja Bauters (Home, Agenda 8.9.2009, ADP10W02bb.ppt), Enni Kymäläinen (Re: Mikropäiväkirjat), Merja Bauters (Metropolia Project Ownership Policy.pptx), Anni Lemettinen (Team PeKan työskentelytila), Petri Vesikivi (08.09 Wed. and 09.09 Thu. are in Hämeentie 161, Starting time...), and Nina Hellman (Metropolia 2010 Series 40 Projects 2sep2010 public.pdf). A yellow arrow points to the 'Metropolia Project Ownership Policy.pptx' update.

Note: also the recent changes is different in your OWN dashboard, it displays only the stuff related to your favourites!



Star watching/following separate pages



The screenshot shows a Moodle course page for 'Application Development Project 2010 (10 ETCS)'. The page includes a navigation bar with 'Dashboard', 'ADP', and 'Home'. The course title is 'Application Development Project 2010 (10 ETCS)'. Below the title, there is a list of teachers: Merja Bauters, Nina Hellman, Pauli Laine, Kari Salo, and Petri Vesikivi. The target of the course is 'Proven business case with the developed application'. The target of the day for 08.09.2010 is 'Teams formed around the topics, roles preliminary defined'. Presentations of the day include 'Kari's', 'Petri's of the whole day', and 'Gym Stat'. Presentations on 02.09.2010 include 'Course presentation', 'Nokia projects', 'Accessibility presentation', 'RunToShop', 'Hammerkit', and 'Loud'. The page also lists what will be learned, including team work, feedback, innovation, customer facing, business planning, application development, and working in a cross-cultural environment.

The 'Tools' menu is open, showing options such as 'Attachments (7)', 'Page History', 'Restrictions', 'Edit in Word', 'Favourite', and 'Stop Watching'. An orange arrow points to the 'Tools' menu, and another orange arrow points to the 'Stop Watching' option.

From the tools menu you find the icon for “watch”, after selecting it turns into “Stop Watching” to allow you to cease following the page



Setting email notifications of the "Watched pages"

Dashboard People Merja Bauters Watches Browse Merja Bauters Search

Merja Bauters

Profile Network Status Updates Labels Watches Drafts Settings

If you want to be notified by mail of the changes to a page, blog or even an entire space, you can do so by setting *watches*. The page you are currently watching.

You can change how you are notified by email on the [email settings](#) page.

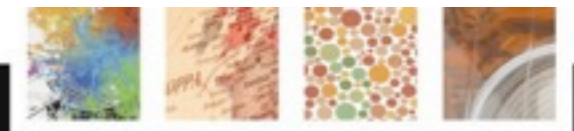
Space Watches

- Bauters

Page Watches

- Task1 Lilia, Bella and Recep (Bauters)
- Task1 Ivan and Trung (Bauters)
- Kashi, Ademola, Bekafa, Biruk Task 1 (Bauters)
- Task1 Elisa Pertti Joonas (Bauters)
- Vocabulary (Bauters)
- Usability Engineering (Bauters)
- Task2 Elisa Pertti Joonas (Bauters)
- Home (ADP)

From your name select "Watches", you are directed to preferences of your account and particularly to preferences for the watched pages. There you find the link to email settings. Click that and then modify the email settings as you prefer, e.g. to get a list of changes once a day, once a week, etc.



Editing pages, copying the progress report template

Dashboard > ADP > Home > Links to teams, their spaces and common documents > Edit Page

Browse Merja Bauters Search

Metropolia

Links to teams, their spaces and common documents

Rich Text Wiki Markup Preview Save Cancel

Paragraph

This page contains all the companies and below them the teams as a list. Each team will have a link to their own site/group or similar, it can be FB group, Google group, wikispace whatever but a space that is the teams work space.

Also under each team will be the links to the common documents that every team has to produce. The naming of these document pages will be in the following manner: team name_document name, e.g. NOKIATEAM1_BusinessPlan.

Hammerkit

Team 1

- Business plan
- Project plan (work estimates, dependencies)
- Interaction and UI logic mock-ups
- Progress report weekly
- Marketing plan
- User story

Team 2

- Business plan
- Project plan (work estimates, dependencies)
- Interaction and UI logic mock-ups
- Progress report weekly
- Marketing plan

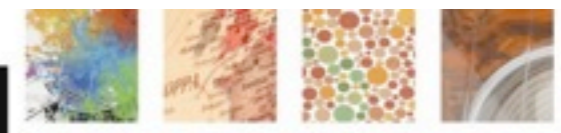
Hint: press Ctrl+Shift+I to insert a table.

Comment: Minor change? (no notifications will be sent)

Location: ADP > Home [Edit](#)

Done

In the page of the links to the the teams documents at edit mode, the default is “Rich Text” editor. Beside the Rich Text editor mode is the “Wiki Markup” mode.



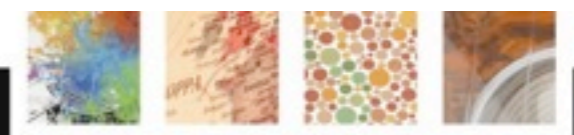
Creating a mind-map to your OWN Team page

The screenshot shows a web interface for a team page titled "Hammerkit-Nokia-WRT". The main content is a mind map with a central node labeled "aivo". Branches radiate from this center to various topics: "Freestyle app", "MyChef", "Something that can compare similar apps", "Convincing Nokia", "Free app (Only at the begin/always)", "Market research", "DEV", "WRT" (which further branches into "JS", "HTML", and "CSS"), "Customer analysis", "OVI" (which branches into "High-end phones"), "Competitors", "Professional users", and "Freestyle app".

In the top right corner, there is a navigation menu with an "Add" button circled in orange. A dropdown menu is open below it, showing options: "Page", "Blog Post", "Bookmark", "Giffy Diagram" (highlighted in blue), "Comment", and "Attachment". An orange arrow points from the "Add" button to the "Giffy Diagram" option.

When you are in your own team page **where you want the mind map to be**, sift to EDIT mode, then click the "Add" button and select "Giffy diagram". Start doing.

Next: making a link to a new page not existing yet i.e., Weekly report Hammerkit1



Wiki markup for link to a new page

The screenshot shows the Metropolia Wiki edit interface. At the top, the page title is "Links to teams, their spaces and common documents". Below the title, there are tabs for "Rich Text", "Wiki Markup" (which is selected and circled in orange), and "Preview". A "Draft saved at 00:39" message and "Save" and "Cancel" buttons are visible. The main editing area contains Wiki Markup text, including a paragraph, a heading "h2. Hammerkit", and two bulleted lists of tasks. One task, "[Progress report weekly | Hammerkit1Weeklyreport]", is highlighted with a blue selection box and circled in orange. On the right side, there is a "Help Tips" sidebar with sections for "Text formatting", "Headings", "Lists", "Tables", and "Links". An orange arrow points from the top right towards the page title, and another orange arrow points from the bottom right towards the "Links" section in the sidebar.

Metropolia

Links to teams, their spaces and common documents

Rich Text **Wiki Markup** Preview

Draft saved at 00:39 (view change) Save Cancel

Make Wiki Markup Default

This page contains all the companies and below them the teams as a list. Each team will have a link to their own site/group or similar, it can be FB group, Google group, wiki-space whatever but a space that is the teams work space.

Also under each team will be the links to the common documents that every team has to produce. The naming of these document pages will be in the following manner: team name_document name, e.g. NOKIATEAM1_Business_Plan.

h2. Hammerkit

- *Team 1*
- * Business plan
- * Project plan (work estimates, dependencies)
- * Interaction and UI logic mock-ups
- * [Progress report weekly | Hammerkit1Weeklyreport]
- * Marketing plan
- * User story

- *Team 2*
- * Business plan
- * Project plan (work estimates, dependencies)
- * Interaction and UI logic mock-ups

Help Tips

Text formatting

- *bold* **bold**
- _italic_ *italic*
- strike- ~~strike~~
- +under+ under

Headings

- h1. Large heading
- h3. Medium heading
- h5. Small heading

Lists

- * Bulleted point
- # Numbered point

Tables

head1	head2
colA1	colA2
colB1	colB2

Links

- [title#anchor] Link a page
- [dev:title] In 'dev' space
- [http://host.com] Remote link
- [phrase@shortcut] Shortcut
- [alias|link] Custom link title

In the edit mode take the Wiki markup, check from the right side if you cannot remember, but links are made [the link name visible in the page | the actual page name]



How does the like look like in the page

Dashboard › ADP › Home › Links to teams, their spaces and common documents



Links to teams, their spaces and common documents

Added by [Merja Bauters](#), last edited by [Merja Bauters](#) on 8.9.2010 ([view change](#))

This page contains all the companies and below them the teams as a list. Each team will have their own work space.

Also under each team will be the links to the common documents that every team has to provide. For example: [NOKIATEAM1_Business_Plan](#).

Hammerkit

Team 1

- Business plan
- Project plan (work estimates, dependencies)
- Interaction and UI logic mock-ups
- [Progress report weekly](#)
- Marketing plan
- User story

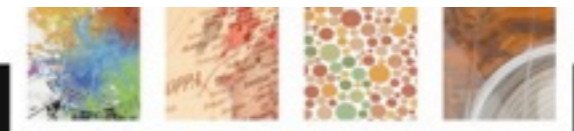
Team 2

- Business plan
- Project plan (work estimates, dependencies)
- Interaction and UI logic mock-ups
- Progress report weekly
- Marketing plan
- User story

Team 3

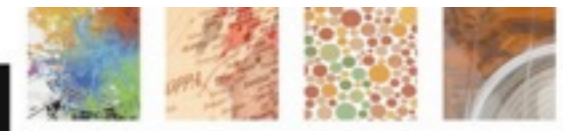
- Business plan

The link is red, because the page does not exist yet. After clicking it, it will open an empty page in **edit mode** allowing you to create the page. Before creating the actual page, go and copy the "weekly progress report template page" and then paste it to the empty page behind the red link.



Copying an existing page

Navigate to the "Weekly Progress Report" template page. Switch to edit mode and copy the whole page. Press cancel and navigate to the page where you have the newly created link to the "to be created page". Click the link and paste the copied text into the empty page.



Pasting the copied page

Dashboard > ADP > Home > Links to teams, their spaces and common documents > Add Page

Metropolia **Weekly report Hammerkit1** ←

Rich Text Wiki Markup Preview

Paragraph

Name of the Team, Date

Status: Describe here the current status

- XXX
- XXX
- XXX
- XXX

Risks: List here the risks

- XXX
- XXX
- XXX
- XXX

Contingency plan: Actions to decrease the risk here

- XXX
- XXX
- XXX
- XXX

Next steps: List here the things you're going to do in the next week

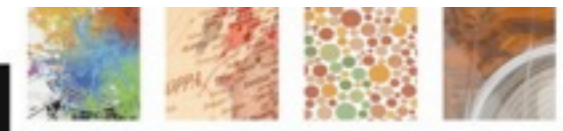
- XXX
- XXX
- XXX
- XXX

Hint: press **Ctrl+Shift+A** to open the macro browser.

Location: ADP > Links to teams, their spaces and common documents [Edit](#)

Restrictions: [Edit](#)

The copied content in the new page - now just save it.



Other editing stuff

Dashboard > ADP > Home > Links to teams, their spaces and common documents > Edit Page

Browse ▾ Merja Bauters ▾ Search

Metropolia

Links to teams, their spaces and common documents

Rich Text Wiki Markup Preview

Draft saved at 09:40 (view change) Save Cancel

Heading 2

This page contains all the companies and below them the teams as a list. Each team will have a list of the teams work space.

Also under each team will be the links to the common documents that every team has to produce. NOKIATEAM1_Business_Plan.

Hammerkit

Team 1

- Business plan
- Project plan (work estimates, dependencies)
- Interaction and UI logic mock-ups
- Progress report weekly
- Marketing plan
- User story

Team 2

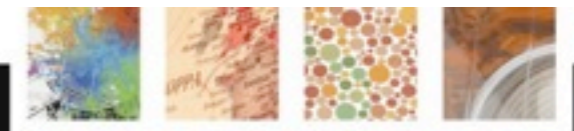
- Business plan
- Project plan (work estimates, dependencies)
- Interaction and UI logic mock-ups
- Progress report weekly
- Marketing plan

Hint: press Ctrl+Shift+I to insert a table.

Insert

- Image
- Link
- Attachment
- Emoticon
- Symbol
- Horizontal Rule
- Info
- Gallery
- Recently Updated
- Tasklist
- Widget
- Table of Contents
- Other Macros...

Images, widgets etc., can be found from the "insert" button



Other editing stuff..permissions of separate pages

Links to teams, their spaces and common documents

Page Restrictions

Restrict viewing of this page Restrict editing of this page

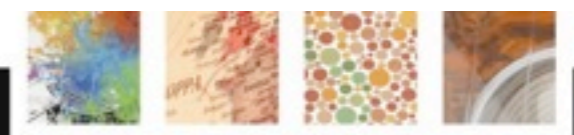
To: Me Person... Group...

No view restrictions are defined for this page

No edit restrictions are defined for this page

Help

Go to the page you want to restrict the viewing or editing, then go to the "Tools", click the "Restrictions" and in the pop-up click person and add or search persons' names whom you want to be able to view or edit the page.



Questions?

Or when you will have ask:
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<http://twitter.com/linab69>

