Wikipedia Campus Training: Introduction to Wikipedia

Slide: Wikipedia Campus Ambassador Training

Purpose:

- Title slide to open presentation (should be visible when learners enter the room)

Slide: Wikipedia's Reach

Purpose:

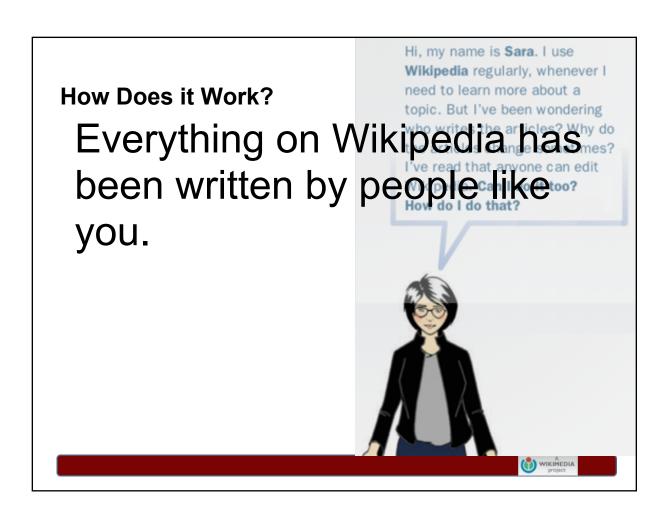● Show breadth of online audience that Wikipedia reaches

Timing: 1 minute

<u>Facilitation Notes/Talking Points:</u>

Say:

● Wikipedia is the fifth most visited website in the world.
● It receives 400 million visitors each month and serves more than 11 billion page requests a month

Image source:
http://en.wikipedia.org/wiki/File:2006megacities.PNG
by User:Anwar sasdat. Creative Commons Attribution-ShareAlike 3.0 Unported.

Slide: How Does It Work?
Purpose:transition slide
Timing: 1 minute

Resources:
- Four short, slick feel-good videos introducing people to the idea that there's a community of volunteers that write Wikipedia and that anyone can edit: http://commons.wikimedia.org/wiki/Category:September_2010_Wikipedia_Videos

Facilitation Notes/Talking Points:

The Collaborative Community

- How do volunteers contribute?
  - Writing articles
  - Editing existing articles
  - Copyediting
  - Formatting & "Wikifying"
  - Adding references
  - Helping new users
  - Creating and adding images
  - Contributing subject matter expertise
  - Mediating disputes
  - Administration

- How will you contribute?
  - Writing articles
  - Editing existing articles
  - Participating on discussion/ talk page

A WIKIMEDIA project

Slide: The Collaborative Community and Wikipedian Roles
Purpose:
- Define a typical Wikipedian's characteristics and role as a volunteer.
- Explain the collaborative community and how it functions.

Timing: 5 minutes

Facilitation Notes/Talking Points:

Say:
- Let's take a look at the variety of ways Wikipedians contribute.
- Writing: Self explanatory -- writes articles!
- Editing: Improves the language, adding sections, references, etc.
- Copyediting: Makes minor edits (for example, spelling & grammar correction) as well as suggesting improvements to articles.
- Formatting: Formats articles, for example by structuring articles according to the established encyclopedic "look", or links to other articles.
- Adding references: Adds citations, links, and resources to ensure all information is provided.
- Helping new users: Monitors help request pages and helps new users
- Images/photographs/Illustration: Uploads images or visual aids relevant to the article, such as maps, photographs or films.
- Subject Matter Expert: Ensures factual accuracy of the articles. This person is knowledgeable about a specific topic and provides data and information that is readily available to experts in that subject area.
- Mediator: Provides guidance on social norms that are conducive to constructive discussion. Moderates discussion on controversial topics to keep focus on neutral point of view and verifiability.
- Administrator: Bans vandals, locks and deletes pages when necessary, maintains the site interface

- How will you contribute? We'll show you right now.

Edit an article!

- Choose any article, and we'll make an edit to it: http://en.wikipedia.org

- Visualization:
    - http://wikistream.inkdroid.org/

WIKIMEDIA project

Slide: Edit an article
Purpose:
- Give attendees the ability to see live edits
Timing: 10 minutes

Resources:
- More visualizations of Wikipedia editing: http://infodisiac.com/Wikimedia/Visualizations/

Facilitation Notes/Talking Points:

Be logged in under your user account before class starts. When you get to this slide, ask a student in the audience to suggest an article.

Find a sentence in the article that could use clarification; make the edit. Add "clarify sentence" (or some description of what you've done) in the edit summary and click save.

Show the class the revised page. Say, "you've just improved Wikipedia."

Click on the two links (ideally have them up in tabs before you start). The first shows all the changes to the English Wikipedia that happen each second. There are, on average, about 150 edits per minute.

The second shows that at any given moment, you can find someone editing worldwide.

What Wikipedia "Is" and "Is Not" (Activity)

- Pull a slip of paper from bag
- Read the noun on the paper and put it under the "Is" or the "Is Not" category
- Explain your rationale for making this decision
- Take 1 minute to complete your selection and explanation

Is! Is Not!

Slide: What Wikipedia "Is" and "Is Not" (Activity)

Purpose:

- Engage the class in an activity concerning what Wikipedia "Is" and "Is Not"

Timing: 20 minutes

Facilitation Notes/Talking Points:

Supplementary notes are available at the end of this slide deck.

Be sure you adapt the activity based on how much time you have. If you're short on time, take out all but the most important facets for students to learn.

What is Wikipedia?

The basic principles by which Wikipedia operates have been summarized by editors in the form of the "five pillars":

- Wikipedia is an encyclopedia.

- Wikipedia has a neutral point of view.

- Wikipedia is free content that anyone can edit and distribute.

- Wikipedians should interact in a respectful and civil manner.

- Wikipedia does not have firm rules besides the five general principles presented here.

Slide: What is Wikipedia?

Purpose:
- State the 5 pillars of Wikipedia.

Timing: 3 minutes

Resources:
- The "Introduction to Free Licenses" pamphlet describes briefly what free content is.
- The working definition of what counts as "free" on Wikipedia is the Definition of Free Cultural Works: http://freedomdefined.org/Definition

Facilitation Notes/Talking Points:

Say:
- The fundamental principles by which Wikipedia operates have been summarized by editors in the form of five "pillars"
- Wikipedia is an encyclopedia. It incorporates elements of general and specialized encyclopedias, almanacs and gazetteers.
- Wikipedia has a neutral point of view. Wikipedia strives for articles that advocate no single point of view. Sometimes this requires representing multiple points of view, presenting each point of view accurately and in context, and not presenting any point of view as "the truth" or "the best view".
- Wikipedia is free content that anyone can edit and distribute. Since all your contributions are freely licensed to the public, no editor owns any article; all of your contributions can and will be mercilessly edited and redistributed.
- Wikipedians should interact in a respectful and civil manner. Respect and be polite to your fellow Wikipedians, even when you disagree. Apply Wikipedia etiquette and avoid personal attacks.
- Wikipedia does not have firm rules besides the five general principles presented here. Be bold in updating articles and do not worry about making mistakes. Your efforts do not need to be perfect; prior versions are saved, so no damage is irreparable.

What Wikipedia 'is not'…

- A paper encyclopedia, a dictionary, a publisher of original thought or an indiscriminate collection of information
- A soapbox, means of promotion, blog, web space provider, social networking, or memorial site
- A repository of links, images, or media files
- A directory, manual, guidebook, textbook, or scientific journal
- A democracy, bureaucracy, battleground, anarchy or your web host
- A crystal ball

WIKIMEDIA project

Slide: What Wikipedia 'is not'…
Purpose:
- Explain what Wikipedia is not.
Timing: 3 minutes

Facilitation Notes/Talking Points:

Say:
- Wikipedia is an online encyclopedia and, as a means to that end, an online community of people interested in building a high-quality encyclopedia in a spirit of mutual respect. Therefore, there are certain things that Wikipedia is not.

Wikipedia is not:
1. A paper encyclopedia, a dictionary, a publisher of original thought or an indiscriminate collection of information
2. A soapbox, means of promotion, blog, web space provider, social networking, or memorial site
3. A repository of links, images, or media files
4. A directory, manual, guidebook, textbook, or scientific journal
5. A democracy, bureaucracy, battleground, anarchy or your web host
6. A crystal ball

Thank you!

Slide: Thank You
Purpose:
- Thank the learners and conclude the session.

Timing: 1 minute

Appendix – Facilitator Resources

Supplementary "Is!" Explanation, if Needed for Clarification:

- **Collaborative:** The term collaborative writing refers to projects where written works are created by multiple people together collaboratively rather than individually. Some projects are overseen by an editor or editorial team, but many grow without any of this top-down oversight.

1. **Community:** The Wikipedia community has established "a bureaucracy of sorts," including "a clear power structure that gives volunteer administrators the authority to exercise editorial control." Use the word "bureaucracy" carefully, as Wikipedia is not a true bureaucracy.

2. **General principles:** Wikipedia is based on 5 pillars or "general principles".

- **Verifiable:** The threshold for inclusion in Wikipedia is verifiability, not truth—whether readers can check that material added to Wikipedia has already been published by a reliable source, not whether editors think it is true. Verifiability is one of Wikipedia's core general principles.

- **Multilingual:** 260 languages currently exist

- **Non-profit:** Wikipedia is hosted and funded by the Wikimedia Foundation, a non-profit organization which also operates Wikipedia-related projects such as Wiktionary and Wikibooks. The Wikimedia chapters, local associations of users and supporters of the Wikimedia projects, also participate in the promotion, the development, and the funding of the project.

- **Collective:** Wikipedia comes from 'collective intelligence' and is 'collectively' created and maintained by a "collective" of editors.

- **Referenced:** Wikpedia is currently the largest and most popular general reference work reference on the Internet.

A WIKIMEDIA project

Supplementary "Is Not!" Explanation, if Needed for Clarification:

- **Democracy:** Wikipedia is not an experiment in democracy or any other political system. Its primary but not exclusive method of determining consensus is through editing and discussion, not voting.

- **Social Network:** Wikipedia is not a social network like MySpace or Facebook. You may not host your own website, blog, or wiki at Wikipedia.

- **Soapbox:** Although some topics, particularly those concerning current affairs and politics, may stir passions and tempt people to "climbs soapboxes" (i.e. passionately advocate their pet point of view), Wikipedia is not the medium for this.

- **Image Repository:** Wikipedia is not a repository of links, images, or media files. If you are interested in presenting a picture, please provide an encyclopedic context, or consider adding it to Wikimedia Commons.

- **Single Point of View:** Wikipedia is not a single point of view (soapbox) but rather a collective of intelligence and collaboration of many contributors.

- **Indiscriminate collection of information:** As explained in the Wikipedia policy introduction, merely being true, or even verifiable, does not automatically make something suitable for inclusion in the encyclopedia.

- **Textbook:** Wikipedia is an encyclopedic reference, not a textbook. The purpose of Wikipedia is to present facts, not to teach subject matter. It is not appropriate to create or edit articles that read as textbooks, with leading questions and systematic problem solutions as examples. These belong on our sister projects, such as Wikibooks, Wikisource, and Wikiversity.

1. **Censored:** Wikipedia may contain content that some readers consider objectionable or offensive, even exceedingly so (see Wikipedia:Content disclaimer). Anyone can edit an article, and most changes made are displayed immediately, so Wikipedia cannot guarantee that articles or images will always be acceptable to all readers, or that they will adhere to general social or religious norms.

2. **Rule-based:** Wikipedia is based on the 5 pillars (general principles) the 5th of which states that no rules apply beyond the first 4 general principles.

- **Lyric Database:** Most song lyrics published after 1922 are protected by copyright, and any quotation of them must be kept to a minimum, and used for the purpose of direct commentary or to illustrate some aspect of the style. For songs in the public domain the article should not consist solely of the lyrics (Wikisource should be used for such articles instead), but should instead provide information about authorship, date of publication, social impact, and so on.

- **Who's Who:** Even when an event is notable, individuals involved in it may not be. Unless news coverage of an individual goes beyond the context of a single event, our coverage of that individual should be limited to the article about that event, in proportion to their importance to the overall topic.

- **FAQs:** Wikipedia articles should not list frequently asked questions (FAQs). Instead, format the information provided as neutral prose within the appropriate article(s).

What Wikipedia "Is" and "Is Not" Activity

"Is" Responses

- Encyclopedia
- Balanced
- Neutral Point of View
- Collaborative
- Community-based
- Verifiable

- Led by general principles
- Multilingual
- Web-based
- Non-profit
- Collective
- Referenced

A WIKIMEDIA project

Print out and cut apart for "Is" and "Is Not" Activity

What Wikipedia "Is" and "Is Not" Activity

"Is Not" Responses

- Democracy
- Social Network
- Soapbox
- Image Repository
- Single Point of View
- Indiscriminate collection of information
- Copyright free

- Textbook
- Censored
- Paper Encyclopedia
- Rule-based
- Lyric Database
- Who's Who
- FAQs
- WikiLeaks

WIKIMEDIA
A
project

Print out and cut apart for "Is" and "Is Not" Activity

What Wikipedia "Is" and "Is Not" Activity (short)

"Is" Responses

- Encyclopedia
- Balanced
- Neutral Point of View
- Community-based
- Verifiable

- Web-based
- Collective

Print out and cut apart for "Is" and "Is Not" Activity

What Wikipedia "Is" and "Is Not" Activity

"Is Not" Responses (short)

- Democracy
- Social Network
- Soapbox
- Indiscriminate collection of information
- Copyright free

- Censored
- Rule-based
- WikiLeaks

WIKIMEDIA
A
project

Print out and cut apart for "Is" and "Is Not" Activity