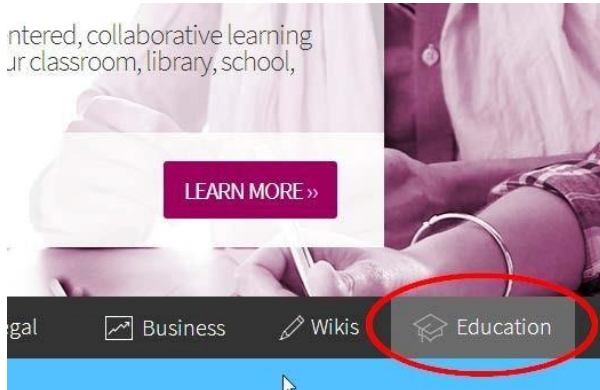
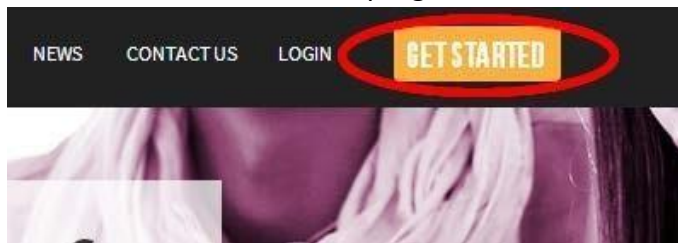


Getting Started with PBworks

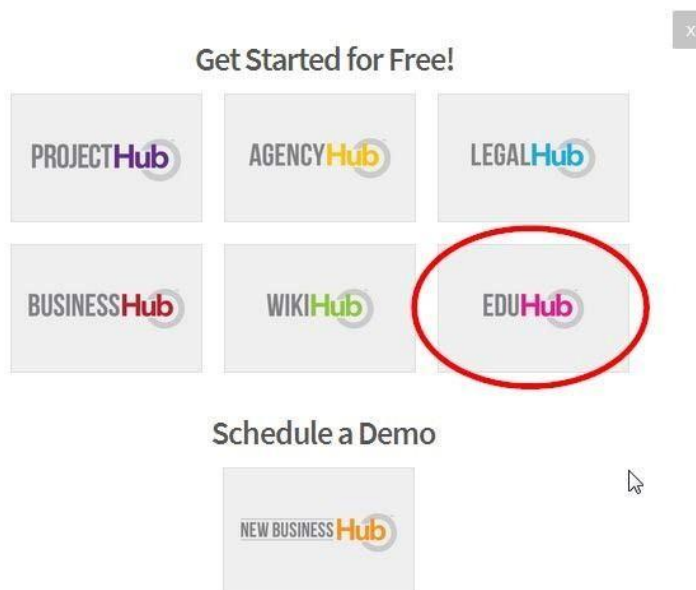
1. Go to <http://pbworks.com>.
2. Click "Education" in the bottom right corner of the screen.



3. Click "Get Started" in the top right corner of the screen.



4. Click "EduHUB."



5. Click “Basic,” but while you’re on this screen, look at the campus license, because CHSS has a campus license, and your wiki will be upgraded to include all these cool features.

Campus	Classroom	Basic
School Districts College Campuses Library Systems	K-12 Classrooms College Classrooms Libraries	Hobbyists & Clubs Personal Use Productivity
Unlimited workspaces	1 workspace	1 workspace
1000 users	100 users	100 users
40GB storage	40GB storage	2GB storage
Full customization » learn more «	Full customization » learn more «	Limited customization » learn more «
<input checked="" type="checkbox"/> Classroom Accounts <input checked="" type="checkbox"/> Priority email support <input checked="" type="checkbox"/> Zip data export	<input checked="" type="checkbox"/> Classroom Accounts <input checked="" type="checkbox"/> Priority email support <input checked="" type="checkbox"/> Zip data export	<input checked="" type="checkbox"/> Classroom accounts <input checked="" type="checkbox"/> Basic email support <input checked="" type="checkbox"/> No data export
\$799 per year SELECT »	\$99 per year BUY NOW »	FREE SELECT » Upgrade any time

6. Choose a wiki address—something you will remember. Fill out the form, making sure to check the box labeled “Agree to non-commercial use,” then click “next.”

Choose your address

Agree to non-commercial use I agree that this workspace is for non-commercial use only

Create your account
Already have an account? [Log in.](#)

Your name

Your email address We will send a confirmation message to this address.

Enter password

Confirm password

Next >

- Choose “Only people I invite or approve,” check the box to agree to the Terms of Service, then click “Take me to my workspace.”

Welcome to
practicewiki4tiffani.pbworks.com

Choose your workspace's security settings
You can change these later by going to Settings.

Who can view this workspace?

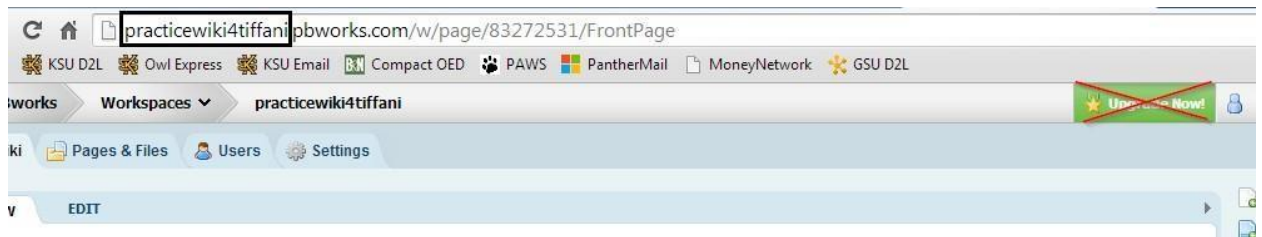
Anyone
 Only people I invite or approve

Accept PBworks Terms of Service

I agree to the PBworks [terms of service](#).

Take me to my workspace

- In another browser tab, go to the email account you used when signing up, and open the email from PBWorks. Click the link under “We won’t finish making your workspace until you confirm by clicking this link!” This will confirm your email address. Then go back to the tab with your wiki on it.
- Now that you have a wiki, take the part of the URL that you created (in this case, practicewiki4tiffani) and email it to Dr. Powell at tpowel25@kennesaw.edu with the subject line “request for an upgrade” to join the campus license. Do not click the “upgrade now” button. That button will go away once you are added to the campus license.

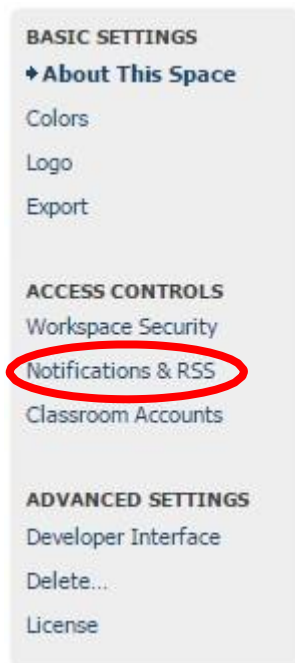


- To introduce students or colleagues to “how to work a wiki,” just show them this video:
<http://www.youtube.com/watch?v=-dnL00TdmLY>

11. Under the “Users” tab, click on “Add more users.” You can paste emails of people you wish to invite. Permission level “writer” enables them to add content. It’s a good default setting.



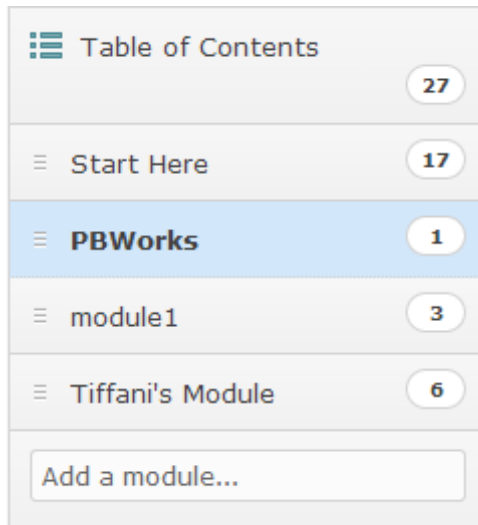
12. Under the “Settings tab,” you can see “Access Controls” and “Notifications & RSS.” This setting lets you control whether everyone should get notifications (people generally like for you to turn this feature off for them). Also, under the “Settings” tab you will see “Colors.” Once you are upgraded to the campus account, you will have full access to the colors and the logo controls.



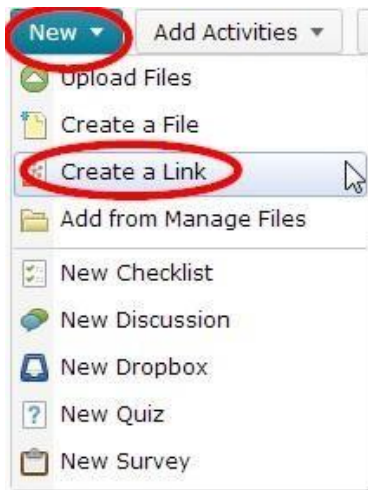
13. To share your wiki in D2L, go into your course and click “Content” in the navigation bar under the Kennesaw mountain logo.



14. Under “Table of Contents,” either click the module you want the link to go in, or create a new module by typing into the “Add a module” box.

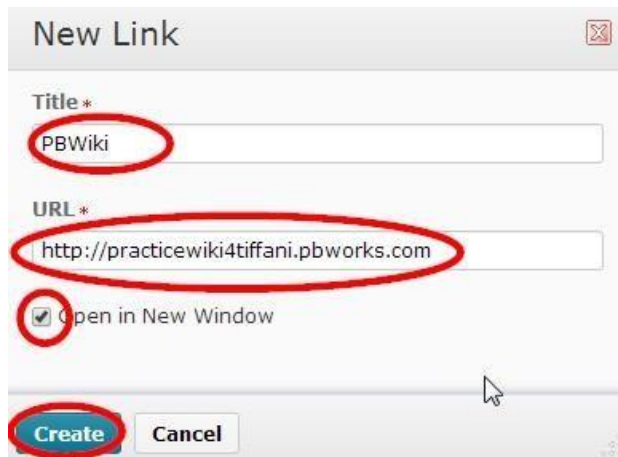


15. Click “New,” then “Create a link.”



16. In the URL field box, paste all that appears in your PBworks URL until “.com.” For example, your wiki that you named practicewiki4tiffani has the address <http://practicewiki4tiffani.pbworks.com/w/page/83272531/FrontPage>. In D2L, just put <http://practicewiki4tiffani.pbworks.com>.

Then give the link a name. Your students might also appreciate your checking the box so that it will open in a new window. This will keep them from getting kicked out of D2L when they click the link.



The image shows a 'New Link' dialog box with the following fields and options:

- Title ***: PBWiki
- URL ***: <http://practicewiki4tiffani.pbworks.com>
- Open in New Window
- Create** (highlighted button) | **Cancel**

Instructions created by Tiffani Reardon, July 2014; Edited by Kali Alford, February 2015.