Open Educational Resources   Queens College

2017

WikiWomen's Edit-a-thon: Creating a New Article

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WikiWomen's Edit-a-thon

TIPS FOR CREATING A NEW ARTICLE

- Be sure the article doesn't already exist.
- Gather resources to read and cite. The more trusted resources you have, the better!
- Look at existing articles about similar topics. How are they written and formatted? Your article may start as a "stub," but it can be helpful to check out how other editors approached their work.
- You can start editing in the live site, but many editors choose to draft articles in their Sandbox.
- Type the title of your new article in the Wikipedia search bar and click **Go**. The page will say "You may create the page [your title in red]." Click the name in red, and either start editing or copy and paste from your sandbox.
- Write an introduction, being sure to mention why the subject is notable.
- Organize your article with headings and subheadings. No section should be too long or too short.
- After you save the new article, look for other Wikipedia articles that mention your topic and link to it.

USE HEADINGS

Click **Advanced** in the editing box toolbar and choose which level of heading you want.

> **Level 2** is a heading: == Will look like this ==
> **Level 3** is the first subheading: === Will look like this ===

CREATE A REFERENCES SECTION

After your content, make a level 2 heading titles 'References' and under it, type **{{Reflist}}**.

Example:
> == References ==
> {{Reflist}}

When you insert citations, they will automatically appear here. If you want to include links to external websites (i.e. YouTube), create a new section title 'External links' (this should appear after 'References').

INSERT CITATIONS

To cite a source, first place your cursor where the citation should appear.

Click **Cite** in the editing box toolbar and choose the template for your source. You will then see wiki markup around your references. To see what it looks like, select **preview**. Look good? Great! Now **save**.

If you plan to cite the same reference multiple times, you can save time by choosing a name to identify the reference. Choose a name that is meaningful to you and will make sense to other editors (i.e. NYTApril14' for an article from the New York Times). Moving forward, you can reuse the citation just by clicking **Named References** under **Cite** and then selecting the correct one (i.e. NYTApril14).

INSERT AN IMAGE

Go to Wikimedia Commons and locate the image you wish to use. Select **More Details** and then **Use this file on a wiki**. Copy the code for the thumbnail image and paste it into your article on Wikipedia.

For example: [[File:Dianne McIntyre Engl3994 Jan 2014.png|thumb|Dianne McIntyre Engl3994 Jan 2014]]