



Starting Your Climate Lab Wiki Article

Climate Lab **How To** – http://climatelab.org/Climate_Lab

Climate Lab (climatelab.org) is a free public wiki platform that enables the cooperative development of content about issues related to climate change. Registered users can edit content, and saved changes are immediately available to everyone.

Climate Lab is a 501(c)(3) nonprofit organization, based in Washington, DC, that works to promote knowledge-sharing and collaboration that drive action to address climate change.

Before getting started

Climate Lab wiki articles aim to be accessible while also striving to meet the needs of users looking for in-depth, actionable information on a given topic. To help assure consistent value among different articles, **Participation Guidelines** were developed. The guidelines ask that wiki contributions be:

- **Relevant** to climate change or directly related issues.
- **Neutral and objective** in point of view, including no advertising, advocacy or self-promotion.
- **Attributed with verifiable sources.** While relevant independent research is welcome, it should ideally be published through at least a working paper or journal, or similar publication.

Contributions are also asked to be **free** of copyright restrictions -- and free to be edited; **polite** and non-disruptive; and **consistent with formatting** and style norms. (See "[Climate Lab Wiki Policies](#)")

Before you create a new article, search the wiki to see if your topic already exists on Climate Lab. Watching the short **Climate Lab HOW TO video** will also provide an introduction to the basic structure, elements, and features of wiki articles. (See "[How to Create a New Wiki Page](#)")

Getting started

Once you have created a Climate Lab account and chosen your article topic, you are ready to create a page and start writing. Click "**CREATE NEW PAGE**" in the top yellow navigational bar from anywhere on the Climate Lab wiki.

Planning and outlining your article

It is useful to be familiar with the basic structure, elements and functions of a wiki page when you start. Some are more obvious than others. (See "[How to Layout a Wiki Page](#)") Basic Climate Lab page elements include:

- **TITLE:** The title identifies the subject of the article (ex., "Solar Lanterns").
- **INTRODUCTION:** The introduction defines the article's subject, places it in the context of climate change, and provides an overview of significant related issues.
- **SECTIONS:** Sections and subsections organize information in articles around different topics or subtopics. Sections should be organized consistently and with a sense of progression, starting generally with the most accessible information.

For example, an article about solar lanterns might follow its intro with sections such as: "Background," "Technology basics," "Applications," "Advantages," "Barriers," "Costs," "Footnotes," and "Resources."

To create a section: Simply change the Style in the page editor and type the header.

- **FOOTNOTES:** Footnotes refer to specific passages of an article and cite the sources for those passages. All pages on the wiki should have a Footnotes section and should cite at least three different credible sources.

To insert a footnote: Move the cursor to where you want to insert the footnote in the text and click the "Insert Citation" button. In the popup dialogue box, type the full footnote reference information and click "Insert."

- **RESOURCES:** Resources are relevant information sources on the article topic not specifically covered by footnotes.

Adding media

There is a variety of special page features and tools available to use on Climate Lab to make your pages more useful and dynamic. Climate Lab's features include: hyperlinks, templates, attached files and images, videos, tables, Google maps, Google news feeds, and RSS feeds. See "[How to Use Wiki Page Features and Tools](#)" for a full overview. For example –

- **INSERT IMAGE:** (1) Download the image to your computer. (2) Upload the image to the wiki by clicking the green button at the bottom right-hand corner of the wiki page. (3) While in editing mode, place the cursor where you would like to insert the image and click the "Insert Image" button in your page editor. (4) In the popup dialogue box, select the image, fill in required documentation, and click "Insert Image."
- **INSERT VIDEO:** (1) Place the cursor where you would like to insert the video and click the "Insert Video" button in your page editor. (2) In the popup dialogue box, fill in the video URL (ex., <http://www.youtube.com/watch?v=dT6EEWDI2AA>), source info, and caption, and click "Insert Media."

IMPORTANT! – See "[Media Copyright and Permissible Sources](#)" before using images or media!
