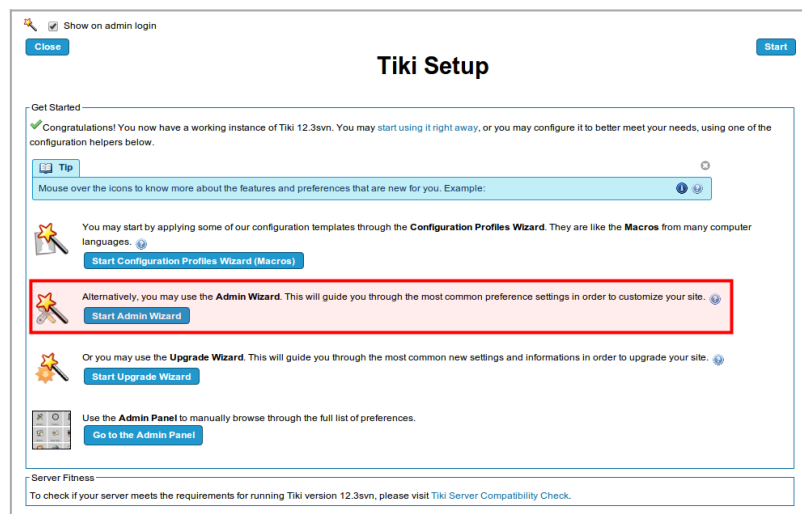


# Admin Wizard / Configuration Wizard

Starting in [Tiki12](#), a wizard shows up for tiki admins when they first log in, enabling them to easily configure the main features of Tiki without the need to navigate through all admin panels. It was initially called "**Admin Wizard**", and renamed later to "**Configuration Wizard**"



Click to expand

Once you start the admin wizard, you will see some screens that will allow you to easily choose the basic initial config settings in these early stages of site set up, without the need to search them through all admin panels.

## Sections

# 1.1.1. Set up Language

Show on admin login

CloseBack

Save and Continue

Set up Language

Select the site language.

Language

Default language: English (en)

☐ Multilingual

☐ Use database for translation

Edit or export/import Languages

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Click to expand

# 1.1.2. Set up date and time

Show on admin login

CloseBack

Save and Continue

Set up Date and Time

Set the site timezone and format for displaying dates and times.

Date and Time setup

Time zone: UTC

☐ Use 12-hour clock for time selectors

Fields display order: Month Day Year

Displayed time zone:

- Always the site default time zone.
- Use time zone set from user preferences, or the automatically detected time zone for anonymous (if browser allows). Site default is used as fallback.

See also Date and Time admin panel

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Click to expand

# 1.1.3. Set up login

Show on admin login

CloseBack

Save and Continue

Set up Login

Configure the login, registration and validation preferences for the new accounts.

Registration & Log in options

☐ Users can register

☒ Validate new user registrations by email

☐ Require validation by Admin

☐ Banning system

☐ Require passcode to register

Username

☐ Use email as username

☐ Force lowercase

Password

☒ Forgot password

☒ Users can change their password

Minimum length: 5

See also Login admin panel

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Click to expand

## 1.1.4. Set up Look and Feel

Show on admin login

CloseBack

Save and Continue

Set up Look & Feel

Configure the Tiki theme and other look & feel preferences.

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up iCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Look & Feel options

Theme: fivealive

Theme options:

☒ Fixed width

Layout Width: ex.: 800px

See also Look & Feel admin panel

Title

Site title:

Subtitle:

Logo

Logo source (image path): img/tiki/Tiki\_WCG.png

Favicon

Favicon icon file name: favicon.png

Favicon MIME type: image/png

Click to expand

## 1.1.5. Set up Editor Type

Show on admin login

CloseBack

Save and Continue

Select Editor type

Select editor type.

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up iCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Select editor type

☐ Only Plain Text Editor (Disable Wysiwyg)

Use only the plain text editor, which is the most stable editor mode and most compatible with Tiki functionality. The Full Wysiwyg Editor will be disabled, but you will still be able to insert wysiwyg sections through the Plain Text editor with [Plugin Wysiwyg](#).

☒ Wysiwyg

Use a What You See Is What You Get (Wysiwyg) editor, by default in all new pages or only in some when selected. Provides a visual interface preferred by many. You will be able to configure the Full Wysiwyg Editor options in a next wizard page.

Click to expand

# 1.1.6. Set up Wysiwyg editor

Show on admin login

CloseBack

Save and Continue

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Set up Wysiwyg editor

You can choose to use by default the 'Compatible' Wiki mode (content is saved in wiki syntax), or the HTML mode.

Wiki editor setup

Select the Wysiwyg editor mode

☒ Compatible Wiki mode

Use wiki syntax for saved pages.  
This is the most compatible with Tiki functionality and the most stable editor mode.  
Tools and functions in the editor toolbar will be limited.

☒ Full Wysiwyg Editor is displayed by default

☐ HTML mode

Use HTML syntax for saved pages.  
Best compatibility with inline editing. Loses some wiki related features, such as SlideShow, and has some problems with SEFURL.  
Full editor toolbar.

☒ Full Wysiwyg Editor is optional

☐ Inline Wysiwyg editor

See also Wysiwyg admin panel

Click to expand

# 1.1.7. Set up your Text Area

Show on admin login

CloseBack

Save and Continue

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Set up Text Area

Set up the text area environment (Editing and Plugins).

General settings

☐ Full Screen

☒ Toggle display of section and plugin edit icons

☒ Syntax Highlighter (CodeMirror)

☒ Enable edit plugin icons  
Requires JavaScript

☒ Plugin pending approval notification  
Syntax Highlighter (CodeMirror) Theme:  
Off (but switchable)

See also Editing and plugins admin panel

Click to expand

# 1.1.8. Set up Wiki environment

Show on admin login

CloseBack

Save and Continue

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Set up Wiki environment

Set up the Wiki environment

Wiki environment

☒ Category  
See also Category @ doc.tiki.org

☒ Wiki auto-loc

☒ jCapture Screencast  
Look for the icon in the editor toolbar. Requires Java.  
Verify your Java installation.

☒ Structures

See also Wiki admin panel

Click to expand

## 1.1.8.1. Set up Auto TOC

☒ Show on admin login

CloseBack

Save and Continue

## Set up Auto TOC

**Wizard Steps**

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC**
- Define Categories
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

**Auto TOC options**

☒ Add inline auto-toc ⓘ

Inline toc position:  ⓘ

See also *Auto TOC* @ [doc.tiki.org](http://doc.tiki.org)

Click to expand

## 1.1.9. Set up Categories

☒ Show on admin login

CloseBack

Next

## Define Categories

**Wizard Steps**

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories**
- Set up Structures
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Global content category system. Items of different types (wiki pages, articles, tracker items, etc) can be added to one or more categories. Permissions set for a category will apply to all items in that category, allowing access to be restricted to certain groups, users, etc.

**Categories**

Categories are set up in the admin categories panel. Please see the Categories item in the Admin menu.

... or ... [Set up categories here](#)

See also *Categories* @ [doc.tiki.org](http://doc.tiki.org)

Click to expand

## 1.1.10. Set up Structures

☒ Show on admin login

CloseBack

Save and Continue

## Set up Structures

**Wizard Steps**

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures**
- Set up jCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Structures organize a group of wiki pages into a tree or book that can be easily navigated by users. Creating a structure is the fastest method for creating multiple pages at once. It's a great way to make a book, as well as to allow users to create new pages that will be automatically found in a common table of contents. New pages can inherit permissions from the structure homepage.

**Structures options**

<input checked="" type="checkbox"/> Open page as structure ⓘ	<input checked="" type="checkbox"/> Make structure from page ⓘ
<input checked="" type="checkbox"/> Categorize structure pages together ⓘ	<input checked="" type="checkbox"/> MultiPrint ⓘ
<input type="checkbox"/> Pages not in structure ⓘ	<input type="checkbox"/> Disable inherited direct object permissions ⓘ

See also *Structures* @ [doc.tiki.org](http://doc.tiki.org)

Click to expand

# 1.1.11. Set up Files Gallery & Attachments

Show on admin login

CloseBack

Save and Continue

### Set up File Gallery & Attachments

Wizard Steps

Tiki Setup

Set up Language

Set up Date and Time

Set up Login

Set up Look & Feel

Select Editor type

Set up Wysiwyg editor

Set up Text Area

Set up Wiki environment

Set up Auto TOC

Define Categories

Set up Structures

Set up JCapture

Set up File Gallery & Attachments

Set up File storage

Set up Main features

Set up Search

Set up User & Community features

Set up some advanced options

Set up Namespace

Admin Wizard Completed!

✂

Set up the file gallery and attachments. Choose to store them either in the database or in files on disk, among other options.

File Gallery

☒ Use eFinder UI

This setting makes the feature available, go to next wizard page to apply eFinder to File Galleries. This setting also activates jQuery, which is required for eFinder. See also [eFinder @ doc.tiki.org](#)

Storage: 

Store in database

See also [File Gallery admin panel](#)

Wiki Attachments

☐ Attachments

☐ Use file galleries for wiki attachments

See also [Wiki admin panel](#)

Click to expand

## 1.1.11.1. Set up File Storage

Show on admin login

CloseBack

Save and Continue

### Set up File storage

Wizard Steps

Tiki Setup

Set up Language

Set up Date and Time

Set up Login

Set up Look & Feel

Select Editor type

Set up Wysiwyg editor

Set up Text Area

Set up Wiki environment

Set up Auto TOC

Define Categories

Set up Structures

Set up JCapture

Set up File Gallery & Attachments

Set up File storage

Set up Main features

Set up Search

Set up User & Community features

Set up some advanced options

Set up Namespace

Admin Wizard Completed!

✂

eFinder

☒ Set eFinder as the default file gallery viewer.

See also [eFinder @ doc.tiki.org](#)

Click to expand

# 1.1.12. Set up Main Features

Show on admin login

CloseBack

Save and Continue

### Set up Main features

Wizard Steps

Tiki Setup

Set up Language

Set up Date and Time

Set up Login

Set up Look & Feel

Select Editor type

Set up Wysiwyg editor

Set up Text Area

Set up Wiki environment

Set up Auto TOC

Define Categories

Set up Structures

Set up JCapture

Set up File Gallery & Attachments

Set up File storage

Set up Main features

Set up Search

Set up User & Community features

Set up some advanced options

Set up Namespace

Admin Wizard Completed!

✂

Set up the main Tiki features. The wiki and file gallery features are always enabled.

Main Tiki features

☒ Blog

☒ Forums

☐ Polls

☒ Calendar

☐ Banners

☐ Articles

☒ Trackers

☒ Spreadsheet

☐ Newsletters

☒ Freetags

Tiki has many more features. See also [Global Features @ doc.tiki.org](#)

Watches

Enable email notifications to users when changes in the content of specific items (pages, posts, trackers, etc.) are made.

☒ User Watches

☒ Daily Reports for User Watches

☐ Enable daily reports for new users

☒ Group Watches

Click to expand

# 1.1.13. Set up User & Community features

Show on admin login

CloseBack

Save and Continue

Set up User & Community features

Configure general user & community features and settings related to sharing and social networks.

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up iCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

User Features

☒ Display 'MyTiki' in the application menu

☒ User Preferences Screen

☒ User Messages

☒ User Wizard

To set up the **User Watches** and their associated settings, visit the page to [Set up Main features](#)

Community General Settings

☒ Allow messages from other users

User information: 

Public

☐ Allow showing user's information on mouseover

Character set for mail: 

utf-8

Requires user's information to be public

☒ Pre-set show user's info on mouseover

☐ Show user's real name instead of login (when possible)

☐ Contact Us

See also [Community admin panel](#) & in [doc.tiki.org](#)

Sharing & Networking

☒ Share

☒ Friendship Network

☒ Social networks

Social Network Type: 

Follow (as in Twitter)

See also [Share admin panel](#) & in [doc.tiki.org](#)

See also [Social networks admin panel](#) & in [doc.tiki.org](#)

See also ["Community admin panel" > Social Network > Friendship and Followers"](#) & in [doc.tiki.org](#)

Click to expand

# 1.1.14. Set up some advanced options

Show on admin login

CloseBack

Save and Continue

Set up some advanced options

If you are an experienced Tiki site administrator, consider whether the advanced features below would be useful for your use case. They are useful for creating a similar set of Tiki objects for different groups of users with like permissions.

Wizard Steps

- Tiki Setup
- Set up Language
- Set up Date and Time
- Set up Login
- Set up Look & Feel
- Select Editor type
- Set up Wysiwyg editor
- Set up Text Area
- Set up Wiki environment
- Set up Auto TOC
- Define Categories
- Set up Structures
- Set up iCapture
- Set up File Gallery & Attachments
- Set up File storage
- Set up Main features
- Set up Search
- Set up User & Community features
- Set up some advanced options
- Set up Namespace
- Admin Wizard Completed!

Workspaces

☐ Workspace UI

See also [Workspaces UI](#) in [doc.tiki.org](#)

Dependencies

☒ Category

☐ Perspectives

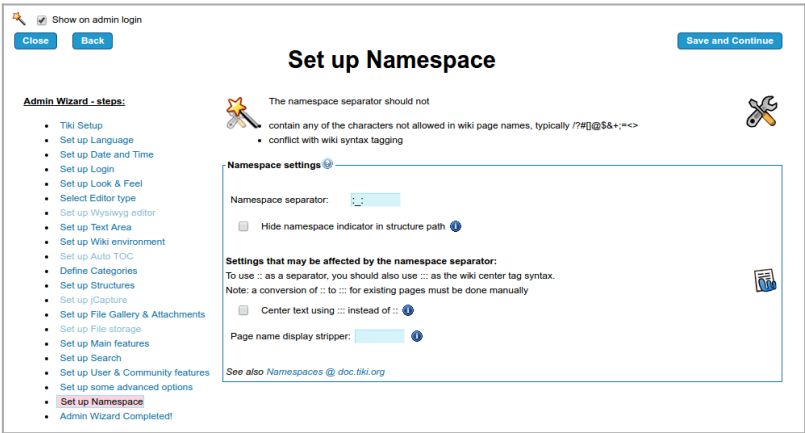
☐ Namespace

Enable using the same wiki page name in different contexts. E.g. ns1:\_MyPage and ns2:\_MyPage.

See also [Workspaces & Areas admin panel](#)

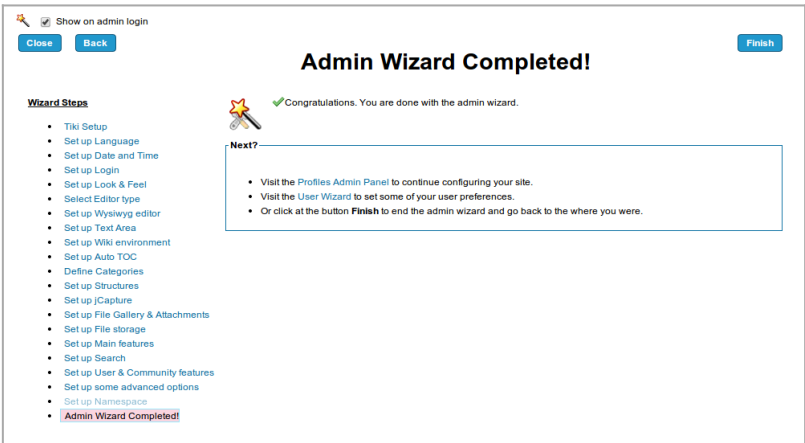
Click to expand

# 1.1.15. Set up Namespace



Click to expand

# 1.1.16. Admin Wizard Completed



Click to expand

The list of settings shown in the admin wizard may evolve in the future to include other common initial settings in other steps of the admin wizard.

# Settings

Admin wizard will be enabled and shown by default for new admins in a brand new Tiki site. Any admin can change this default setting to prevent showing the admin wizard at login time for admins.

You can additionally launch the Admin wizard at any time again through a link in the quickadmin module:



Click to expand

Alias names for this page

Wizard | AdminWizard | AdminWizards | Admin Wizards | Wizard admin | Configuration Wizard