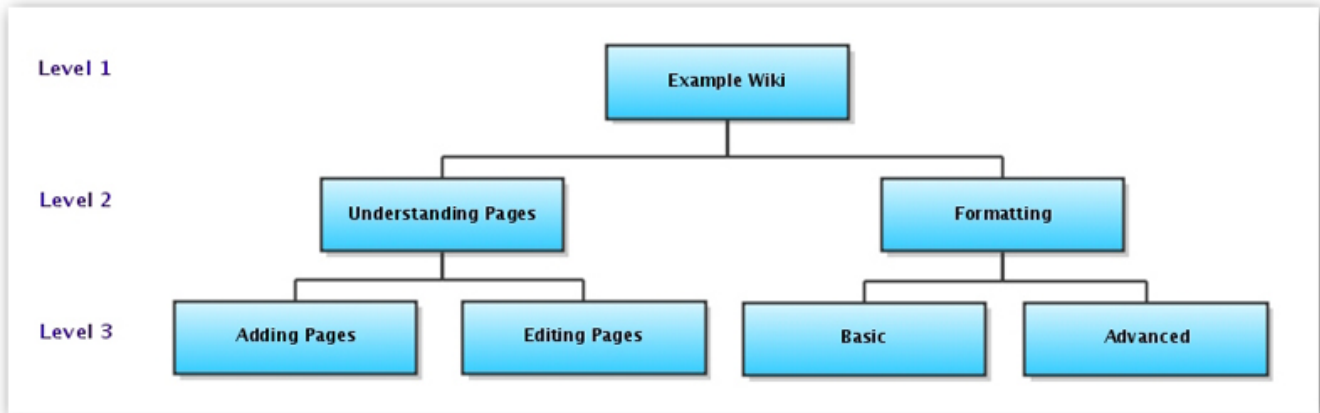


Organise wiki pages

Understanding Page hierarchy

The diagram below shows the hierarchy of pages in an example wiki.



You can see that there are three levels. When you click **Add Page**, you are adding a new page one level down.

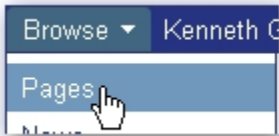
So, if you add a page from *Example Wiki* (Level 1), you will create a page on Level 2.

If you add a page from *Understanding Pages* or *Formatting* (Level 2 pages), you will create a page on Level 3, and so on.

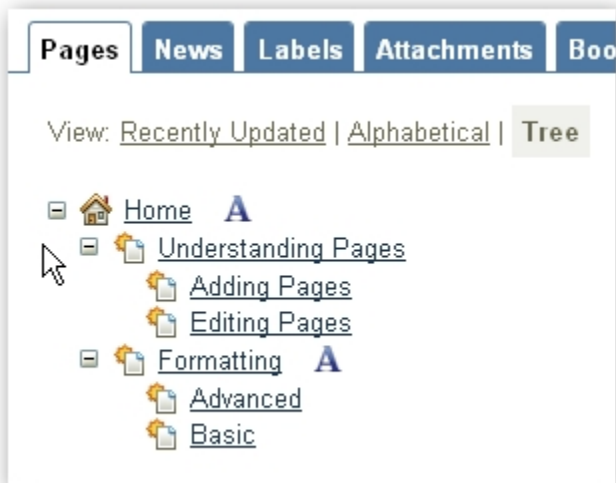
Rearranging Pages

Sometimes, you may accidentally create a page on the wrong level. If you have done so, you can easily rearrange the hierarchy and order of pages.

Go to **Browse > Pages**.



For **View**, click **Tree**. Continuing the example above, click the plus icons to open the branches. You will see the following:



i By default, pages at each level are ordered alphabetically.

You can click and drag individual pages to any part of the wiki.

In this example, we want the *Basic* page to be above the *Advanced* page.

To do this, drag *Basic* between *Formatting* and *Advanced* until you see a thin grey line. Drop *Basic* above *Advanced*.



You will now see that *Basic* appears before *Advanced*. If you want to return to alphabetical display, click the "A" icon.

Any pages on the same level as Home will not be visible when using the pagetree macro or the sidebar of the Documentation theme.

Page Title/Name Conventions

1. Page titles must be unique throughout the wiki.
2. If possible, Page titles should make sense on their own. E.g. The *Basic* and *Advanced* pages in the example above should be renamed *Basic Formatting* and *Advanced Formatting* respectively.