

Final Wiki Update

Final Wiki Report

Individual Assignment

Update your [Wiki Report Individual Contribution](#) page so it accurately represents your work this semester.

Team Assignment (Research Teams)

All research sub-teams' pages have been formatted the same for consistency. **Do not change the formatting of your page.** Rather, update the page to reflect this semester's progress.

- The main page for your team should give the reader (assumed to be a senior engineer who is not familiar with the AguaClara project) a good idea of what your team is working on. This description should be concise but thorough and does not need to include equations or quantitative results. Be sure to include how your team's research fits into the AguaClara plant.
- Be sure to include pictures on the main page that relate to your project.
- Post all relevant documents (detailed task list, teach-in presentation, research report and final presentation) in the table on the main page for your team. All documents should be **Google Slides links, PDFs, or Overleaf links.**
- For research reports: post the **PDF** of the LaTeX file as well as the **read only Overleaf link.**
- For symposiums and final presentations: post the **Google slide** link.
- If applicable, post any relevant MathCAD files. They should be linked to your team's main page under the current work section.

Please note the file naming convention for documents posted to the wiki:


- Task List: TeamNameTaskListSemesterYear (FoamFilterCleaningTaskListFall2015)
- Symposium: TeamNameSymposiumSemesterYear
- Final Presentation: TeamNameFinalPresentationSemesterYear
- Final Report: TeamNameReportSemesterYear
- Future Challenges: TeamNameChallengesSemesterYear

If you would like to include more information than is typically included on the page for each research team, make a separate page for it and link it to the main page. If, for example you would like to include a calendar, make a new page for it. Page naming convention should be *Team Name* and then a description of what the page is (i.e. Foam Filter Cleaning Team Calendar)


There are also links on the [Team Member Resources](#) page to guidelines on [graph use](#), [report syntax](#), and more.

Uploading a File to the Wiki

1. Under your Documents table, go to the appropriate row for the semester. Add a row if there isn't one currently.
2. Under the correct header, insert an image file for the appropriate file. (Ctrl+M) Type in the appropriate image file.

a. Google Slides: googleslides.png 

b. PDF: pdf_icon.jpg 

c. Overleaf Link: overleaf.png 

3. Double click on the icon to resize the icon.
 - a. Google Slides: 25 px
 - b. PDF: 25px
 - c. Overleaf: 25px
4. Click "Link" to link the file to the image. Upload the file by clicking "Web link" and inserting the link to your Google Slides document.

To upload the **Overleaf link** for Ram Pump for Fall 2016:

1. In the Fall 2016 row, Report header, insert an Overleaf image by clicking insert images and images icon in the top toolbar.
2. Click "Search on other pages" and type in overleaf. Search and insert the proper icon.
3. Resize the icon to 25px.
4. On Overleaf, click "Share" from the top menu bar and copy the **read only link**.
5. Link the file to the image by clicking "Link" and then "Web link". Paste the Overleaf read only link and click Insert.

To upload the **Google Slides link** presentation for Foam Filter Cleaning for Fall 2015:

1. In the Fall 2015 row, Symposium header, insert a Google Slides image by clicking insert images and images icon in the top toolbar.
2. Click "Search on other pages" and type in googleslides. Search and insert the proper icon.
3. Resize the icon to 25px.
4. Link the file to the image by clicking "Link" and then "Web link". The file should be named FoamFilterCleaningSymposiumFall2015.

Final Wiki Clean-up

The wiki clean-up is part of the final wiki update.

Some important steps for the end of the semester include making sure the wiki is in order for next semester's team. There are important "wiki clean-up" steps listed below that each team needs to go through. The more organized our pages are the easier it will be for future teams to take advantage of all of our AguaClara knowledge.

- Remove all empty/outdated pages
- Make sure there aren't dead links
- Make sure all attachments are labeled with a descriptive title and a **date** and comments describing them
- Move any pages you need to, make sure all pages are in appropriate locations
- Clean up the team calendar so it doesn't say your team is meeting forever and ever
- Make sure all suggestions from the midterm wiki evaluations have been addressed.

Submission

Once complete, email your team leader with links to any pages that are in wiki-type and attach any posted PDFs directly to the email.

Grading

The final wiki update is graded both as a first draft and final draft. Make sure you review the following information on grading for the final report so you know what is expected for both the first and the final draft.

Your grade will depend on your team's ability to update your wiki space and keep current information and images on it. A **significant** portion of your grade is based on formatting because improper formatting causes valuable information to get lost on a team of this size.

The first draft must be your team's effort at a final draft; it must be **fully** spell-checked, all links must work, and pages must be structured in the correct format. Your first draft should be good enough to allow a totally new group of students to take over your subteam next semester and have no questions to ask you. Your grade is based on the clarity, completeness, and formatting of your final wiki.

Your first draft will be read and you will receive a list of comments. You then have time to address those comments and make any edits necessary. If you have done a great job on your first draft, you are guaranteed to get a good grade on the final draft. Teams who address the comments they receive will get full credit for their final wiki report.