

# Using Talk Pages



Wikipedia editors use talk pages to communicate with each other. You'll use talk pages to interact with other students and editors, too. Here are tips to get started.

Talk pages are a critically important communication channel for Wikipedia Education Program participants.

Editors may leave suggestions for your article, offer help on learning a Wikipedia policy, or tell you that they appreciate your work. If you have a question about Wikipedia, leave a message on your course's talk page. Here's how!

## Starting a new thread

To see a talk page, click on the "Talk" tab on the left of any article or user page, next to the Wikipedia logo. To see your own talk page, log in and click on "Talk" on the upper right corner.

- Start a new section by clicking on the "New section" link, which is between the "Edit" and "View history" tabs at the top of the talk page. Be sure to enter a section header in the "Subject/headline" line.
- **Sign your post!** When you post a message on a talk page, it's important to let other editors know who wrote it. At the end of your post, type four tildes (~ ~ ~ ~), which will automatically add your user name and the date.
- Enter your edit summary, and click "Save page".

## Replying to an existing thread

Do you have a message you'd like to reply to?

- Click the "Edit" link, in blue. It's on the right of the headline of the section you want to reply to.
- Use a colon (:) to indent your message and create a threaded message. More colons mean further indents, so you can use them to show who you are responding to.
- **Sign your post!** Type four tildes (~ ~ ~ ~), which will automatically add your user name and the date.
- Enter an edit summary, and click "Save page".

## Get email alerts for new messages

Wikipedia editors may need you to respond quickly to a message on your talk page, but you may not be checking your talk page frequently. If you haven't already done so, confirm your e-mail address with Wikipedia to be notified about posts on your page.

1. Log in to your Wikipedia account.
2. Click on the "Preferences" link in the top right corner.
3. On the "User profile" page, scroll down to the last section, called "Email options".
4. Enter your e-mail address in the box provided.
5. Click "Save".
6. You will receive an e-mail that asks you to confirm your email address. Click on the link in that email to confirm the change.

## Remember!

- Sign your post with four tildes: (~ ~ ~ ~)
- If you leave a message on a talk page, check that page within a day or two to see if you've received a reply.
- Enable email notifications.
- For more information on using talk pages, visit: <http://enwp.org/WP:TPHELP>