Over the course of the next four weeks, please do the following (you may of course do more!). We suggest you space out the exercises so that you become accustomed to working on Wikipedia.

As you work through the following tasks, know that there are several ways you can find assistance:
- Contact one of your Campus Ambassadors
- Check out the "Help Resources" folder in Oncourse Resources
- Sign onto an IRC chat, either the en-help or en-public-policy channel
- Click the "Help" link in Wikipedia's left navigation pane, under the "Interaction" category
- Contact your mentor (more information below)

Task 1: Share your Wikipedia username

The Wiki tool in your course's Oncourse site has been set up for you to list your Wikipedia username as well as your "real" name, so your professor and your classmates can identify who they are interacting with in Wikipedia. Please add your information to this list.

Task 2: Select a mentor

Just as you are supported by a team of Campus Ambassadors at your university, you also have a team of Online Ambassadors at your disposal. Online Ambassadors are available to offer advice, assistance, and feedback as you learn your way around Wikipedia. Although you will likely interact with many of the Online Ambassadors during the course of your assignment, we ask that you select one to serve as your mentor. Your mentor will work closely with you and will be your go-to person for your Wikipedia-related questions.

Sign up for a mentor here: http://en.wikipedia.org/wiki/Wikipedia:Online_Ambassadors/Mentors.

Task 3: Live edits

Improve the clarity of a sentence or two in a public policy article, and leave a comment on a public policy article's "Talk" page. Follow this link for a list of public policy articles: http://en.wikipedia.org/wiki/Category:WikiProject_United_States_Public_Policy_pages.

If you'd like more practice editing, you can select an article from this list: http://en.wikipedia.org/wiki/Category:Wikipedia_backlog. The articles are organized according to what improvements each needs, so you can select one based on the specific editing skill(s) you would like to practice.

Task 4: Add a reference

Find a poorly cited public policy article and improve its verifiability by adding one of the readings you've been assigned in class as a reference. Again, a list of public policy articles on Wikipedia is available at http://en.wikipedia.org/wiki/Category:WikiProject_United_States_Public_Policy_pages.

Task 5: Upload an image to Wikimedia Commons

Images you insert into Wikipedia articles must be stored in the Wikimedia Commons. If you have an image you'd like to use in an article, the following steps explain the upload process.
- Take a look at the following video for a brief discussion of copyright in Wikimedia Commons: http://upload.wikimedia.org/wikipedia/commons/e/ef/Uploading_to_wikipedia_0001.ogg.

- If you don't have an image of your own you would like to upload, you can search the repositories listed on this page for an image in the public domain: http://en.wikipedia.org/wiki/Wikipedia:Public_domain_image_resources.
- When you're ready to upload an image, log in and follow the instructions at http://commons.wikimedia.org/wiki/Commons:Upload. Be sure to give the image file a descriptive name.
- More information about images is available at http://en.wikipedia.org/wiki/Wikipedia:Image.

Task 6: Add an image to your sandbox

To add an image to an article, userpage, or sandbox, add the following code to your page:

[[File:Placeholder.jpg|thumb|alt=Description of image|Enter a caption]]

Replace "Placeholder.jpg" with the filename and extention of the image in Wikimedia Commons you would like to add. For example, "Mercury, Venus and the Moon Align.jpg."

The command "thumb" sets the image size to 220px.

The "alt" field is a place for you to provide a textual description of your image that will be accessed by visually-impaired users via a screen reader.

Replace "Enter a caption" with an appropriate caption for your image. The caption will display below your image.

More information about images is available at http://en.wikipedia.org/wiki/Wikipedia:Image.

Task 7: Personalize your userpage

Now that you know how to edit content, format text, and upload images, take some time to personalize your userpage. Add some information you'd like to share about yourself, links to wiki articles that are meaningful to you, or images from the Wikimedia Commons. Feel free to visit the userpages of other Wikipedians for inspiration – you might start with the Public Policy Ambassadors (http://en.wikipedia.org/wiki/Wikipedia:WikiProject_United_States_Public_Policy/Ambassadors).