

# User Wizard

This wizard will help users to fill in the main settings for their accounts in that website. Depending on the features enabled by the site admin, users will have more or less options available.

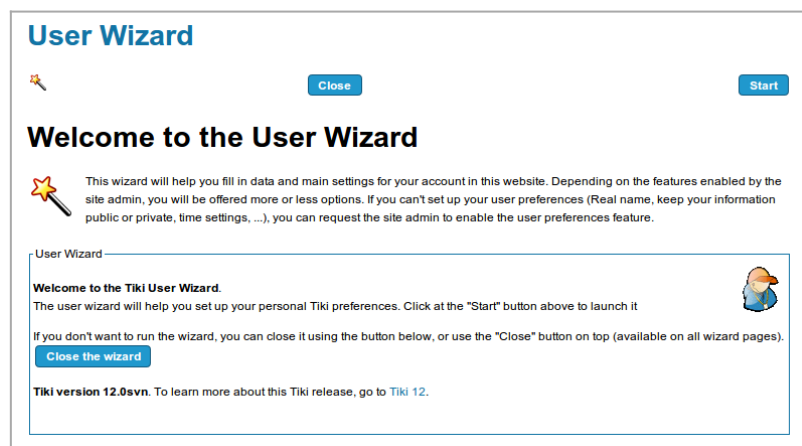
## Enable the feature

The User Wizard feature can be enabled at:

- **"Admin home > Community > User Features > User Wizard"** (tiki-admin.php?page=community) or at the Admin Wizard:
- **"Configuration Wizards > Admin Wizard > Set up User & Community features > User Wizard"** (tiki-wizard\_admin.php?&stepNr=17&url=index.php)

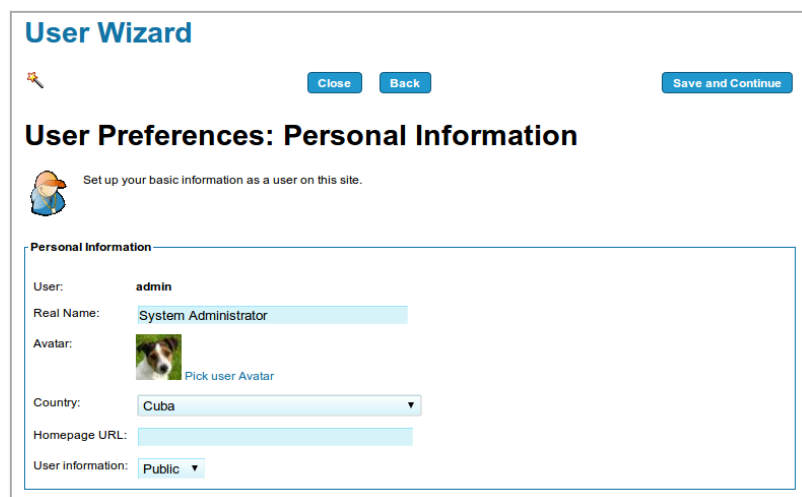
## Screens

Some of the screens shown to the user (when all the corresponding features are enabled beforehand by an admin):



The screenshot shows the 'User Wizard' welcome screen. At the top, there is a title 'User Wizard' in blue, a 'Close' button, and a 'Start' button. Below the title is a heading 'Welcome to the User Wizard' followed by a paragraph explaining the wizard's purpose. A star icon is next to the text. Below this is a section titled 'User Wizard' containing a sub-heading 'Welcome to the Tiki User Wizard.', a paragraph of instructions, a 'Close the wizard' button, and a link to 'Tiki version 12.0svn'. A small cartoon character icon is on the right side of the text area.


Click to expand



The screenshot shows the 'User Preferences: Personal Information' screen. At the top, there is a title 'User Wizard' in blue, 'Close' and 'Back' buttons, and a 'Save and Continue' button. Below the title is a heading 'User Preferences: Personal Information' and a sub-heading 'Personal Information'. A paragraph says 'Set up your basic information as a user on this site.' with a cartoon character icon. Below this is a form with fields for 'User:' (admin), 'Real Name:' (System Administrator), 'Avatar:' (with a picture and 'Pick user Avatar' link), 'Country:' (Cuba), 'Homepage URL:', and 'User Information:' (Public).

Click to expand

## User Preferences: Settings

 Set up your general settings for your account.

**General settings**

Is email public? (uses scrambling to prevent spam)

Does your mail reader need a special charset

Preferred language:

Number of visited pages to remember:

Displayed time zone:

Use 12-hour clock in time selectors:

Display info tooltip on mouseover for every user who allows his/her information to be public

Use double-click to edit pages:

**User Messages**

Allow messages from other users

Send me an email for messages with priority equal or greater than:

**My Tiki**


My pages:

My messages:



Reset remark boxes visibility

Click to expand

## User Wizard



### User Watches: Report Preferences

 Use "watches" to monitor wiki pages or other objects. Watch new items by clicking the  button on specific pages. Use reports to summarise notifications about objects you are watching.

**Report Preferences**


Use reports

Interval in which you want to get the reports:



Short report   
  HTML-Email   
  Send me an email also if nothing happened  
 Detailed report   
  Plain text

Click to expand

## User Wizard



### User Watches: Notification Preferences

 Use "watches" to monitor wiki pages or other objects. Watch new items by clicking the  button on specific pages. Set up here your preferences related to receiving notifications by email about changes in the site.

**Notification Preferences**

Send notification when I am the editor:


Wiki  
 Article  
 Blog  
 Tracker  
 Calendar  
 Comment

Click to expand


Since [Tiki12.2](#), a new screen is shown to let the user read some custom information provided by the site admins and let the user add some extra details.


[Save and Continue](#)

## User Details

 Use this form to fill in some extra information about you.

### Extra information about you

**Note** [Read this first](#) [Feedback](#) [No Tabs](#) 

 Take into consideration the latest changes in our site / organization.

[▶ Read more](#)

**Name \***

**Long Description**

**Country**

**Website**

*Fields marked with an \* are mandatory.*

[Save and Continue](#)

Click to expand

If you are a tiki site admin, you can learn how to set up this "User Details" extra screen:

- [User Wizard - Set up the User Details screen](#)

#### Related

---

- [Admin Wizard](#)
- [Profiles Wizard](#)
- [Upgrade Wizard](#)
- [User Wizard - Set up the User Details screen](#)