



ATC Knowledge Base Training Webinar



University System of Ohio
Board of Regents

OhioHigherEd.org



Overview of Knowledge Base

- Was developed under the ATC Steering Committee's guidance
- Purpose is to seamlessly share information and updates across the USO by using articles
- Articles can be an Issue, Discussion, Announcement or Downtime Notice



University System of Ohio
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Log-in to User Account

 **OhioHigherEd**
OATN Knowledge Base

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Search 



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[Home](#)

User account



[Log in](#) [Request new password](#)

Username *

Enter your OATN Knowledge Base username.

Password *

Enter the password that accompanies your username.

[Log in](#)

Dashboard Overview



DASHBOARD MY ACCOUNT TERMS OF USE ATC FAQ CONTACT

My Recent Activity

TITLE	TYPE	COMMENTS	DATE	
testing desc/ summary	Announcement	0	04/23/13	edit
IE problems	Issue	1	04/19/13	edit
Update to HTML Summary Transcript	Discussion	0	04/15/13	edit
OATN KB	Discussion	0	04/04/13	edit
Stet clita kasd gubergren	Issue	0	04/02/13	edit
Lorem ipsum dolor?	Announcement	0	04/02/13	edit

Bowling Green State University: Recent Activity

TITLE	TYPE	TALK	DATE	
Lucidus Oppeto	Announcement	6	03/27/13	

Recent Activity

Recent Sitewide Activity

TITLE	TYPE	TALK	DATE	
test admin - testing announcement	Announcement	0	04/26/13	
FAQ section testing	FAQ	0	04/26/13	
testing desc/ summary	Announcement	0	04/23/13	edit
IE problems	Issue	1	04/19/13	edit
Update to HTML Summary Transcript	Discussion	0	04/15/13	edit
Test Announcement	Announcement	0	04/15/13	
OATN KB	Discussion	0	04/04/13	edit
Another test of subscriptions	Announcement	0	04/03/13	
Testing subscriptions again	Announcement	0	04/03/13	
Knowledge Base is looking good	Announcement	2	04/03/13	

Navigation Menu Bar

Quick Links

- [Create New](#)
- [My Announcements](#)
- [My Issues](#)
- [My Discussions](#)
- [Institution Announcements](#)
- [Institution Issues](#)
- [Institution Discussions](#)
- [ATC Advanced Search](#)

Recent comments (ATC)

testing subscription options by ATC User, in reply to IE problems (3 days 23 hours ago)

testing the linkit option by ATC User, in reply to Dolor Paulatim Praesent (4 days 23 min ago)

reply option works or not? by ATC User, in reply to Dolor Paulatim Praesent (6 days 23 hours ago)

subject of the test message by ATC User, in reply to Abluo Mauris (6 days 23 hours ago)

[More](#)

Downtime Notices (ATC)

- [Commoveo Et Letalis Modo Nunc Os](#)
- [Appellatio Genitus Meus Sudo Turpis](#)
- [Nimis Pneum Praesent Quadrum Quae Secundum](#)

My Account Overview

DASHBOARD MY ACCOUNT TERMS OF USE ATC FAQ CONTACT

Home

ATC User

[View](#) [Edit](#) [Subscriptions](#) [Recent Activity](#) [Institution Activity](#)

Institution:
Bowling Green State University

History

Member for
3 weeks 2 days

Home » ATC User

ATC User

[View](#) [Edit](#) [Subscriptions](#) [Recent Activity](#) [Institution Activity](#)

[Overview](#) [Pages/Threads](#) [Categories](#)

TYPE	NUMBER
Pages/Threads	2
Categories	2

Note: The counts on this page may differ from the ones on the detail pages for various technical reasons.

► [Delivery of notifications](#)

► [Settings](#)



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My Account Overview cont

Home » ATC User

ATC User

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Current password

Enter your current password to change the *E-mail address* or *Password*. [Request new password.](#)

E-mail address *

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password

Confirm password

To change the current user password, enter the new password in both fields.

Institution

▼ **Locale settings**

Time zone

Select the desired local time and time zone. Dates and times throughout this site will be displayed using this time zone.

▼ **Contact settings**

Personal contact form
Allow other users to contact you via a [personal contact form](#) which keeps your e-mail address hidden. Note that some privileged users such as site administrators are still able to contact you even if you choose to disable this feature.

My Account Overview cont

Home » ATC User

My Recent Activity

[f](#) [t](#) [e](#) [p](#) [+](#)

[View](#) [Edit](#) [Subscriptions](#) **Recent Activity** [Institution Activity](#)

TITLE	TYPE	COMMENTS	DATE	
testing desc/ summary	Announcement	0	04/23/13	edit
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Home » ATC User » My Institution's Activity

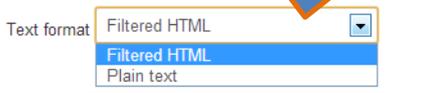
Bowling Green State University: Recent Activity

[f](#) [t](#) [e](#) [p](#) [+](#)

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TITLE	TALK	DATE	
Lucidus Oppeto	6	03/27/13	
Damnum Jumentum Os Refero	3	03/27/13	

Create a New Article Cont



Text format **Filtered HTML** [More information about text formats ?](#)

Attachments

Add a new file

No file chosen

Files must be less than 8 MB.
Allowed file types: aif avi csv doc docx gz mov mp3 mp4 pdf ppt pptx rtf swf tar txt wpd vcf wav wma wmv xls xlsx xml zip.

Revision information
New revision

Revision log message

Provide an explanation of the changes you are making. This will help other authors understand your motivations.

My Announcements

Home » My Announcements

My Announcements



TITLE	COMMENTS	DATE	
testing desc/ summary	0	04/23/13	edit
Lorem ipsum dolor?	0	04/02/13	edit

My Issues

[Home](#) » [My Issues](#)

My Issues



TITLE	COMMENTS	DATE▼	
IE problems	1	04/19/13	edit
Stet clita kasd gubergren	0	04/02/13	edit

My Discussions

[Home](#) » [My Discussions](#)

My Discussions



TITLE	COMMENTS	DATE▼	
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OATN KB	0	04/04/13	edit

Advanced Search

The screenshot displays the 'Search the Knowledge Base' interface. At the top, there are social media icons for Facebook, Twitter, Email, Print, and a plus sign. Below the title, there are three dropdown menus for 'Post Type', 'SIS', and 'Institution', all currently set to '- Any -'. A search input field is located below the 'Post Type' dropdown. To the right of the search field is a 'Posted between' section with 'Start date' and 'End date' input fields, each with an example date 'E.g., 2013-04-26'. At the bottom, there are 'Sort by' and 'Order' dropdown menus, both set to 'Date' and 'Desc' respectively, and an 'Apply' button.

Callout boxes highlight the following options:

- Post Type:** - Any -, Banner, Datatel, Global, Homegrown/Other, Jenzabar, PeopleSoft
- Institution:** - Any -, Bowling Green State University, Central State University, Cleveland State University, Kent State University, Miami University, Ohio State University, Ohio University, Shawnee State University, University of Akron, University of Cincinnati, University of Toledo, Wright State University, Youngstown State University
- Sort by:** Date, Date, Title

Thank You

