

Creating an index

This page shows an example of the 'index' macro.

Macro code

The next section on this page, under the heading 'Macro result', contains the following macro code:

```
{index}
```

Macro result

Space Index

Total number of pages: 51

0-9 ... 0	A ... 5	B ... 1	C ... 11	D ... 1	E ... 4
F ... 1	G ... 0	H ... 3	I ... 1	J ... 1	K ... 0
L ... 1	M ... 2	N ... 0	O ... 0	P ... 1	Q ... 1
R ... 2	S ... 3	T ... 3	U ... 3	V ... 0	W ... 4
X ... 0	Y ... 0	Z ... 0	!@\$... 0		

0-9

A

Page: [A note to Confluence administrators](#)

The tutorial is designed primarily for evaluators who have recently downloaded and installed Confluence. If you have already deployed Confluence in your organisation, and are using the tutorial to provide a general introduction for new users on your wiki,

Page: [Adding a comment to a page](#)

Now you will add a comment to the page that you previously created. (See [Creating a page](#).) Go to your new page. For assistance on finding the page, please see [Using the Dashboard](#) earlier in the tutorial. Click the 'Add Comment' link at the bottom of the p

Page: [Adding content to a page](#)

On this page: In the previous step, you created a page with some sample content. Now you will edit the page you have created and add some more content. Opening the page for editing If you are not already viewing the page, go to the page you want to edit.

Page: [Advanced topics](#)

If you have used Confluence before, you may be interested in the following advanced topics: If you are new to Confluence, you may like to start with the [Tutorial](#).
[_Links](#)

Page: [Archiving email](#)

Confluence can archive emails — which is useful for tracking information over a long period of time, and for permanently referencing emails from within documents. Email archiving allows you to: Keep a history of interaction with your clients, colleagues o

B

Page: [Buddy System](#)

Use the rich text editor to author and format documents like this overview of the Buddy System. Once the document is complete and ready to publish, simply export the document to PDF for presentation as an 'official' document. Export this page to PDF from

C

Page: [Company Birthday List](#)

Tables are a handy way to display structured data. This page uses a simple table to list employee birthdays. You can make tables more sophisticated by applying advanced formatting options or even make them dynamic by having them query data from a datab

Page: [Company Induction](#)

The Human Resources team uses tasklists to assign and prioritise simple tasks for new employees. Add a new task to this list Change the priority of one of the existing tasks. Welcome, we're glad to have you here . To help you get started, we've created th

Page: [Confluence 2.10 Release Dashboard](#)

The Confluence development team always knows its status relative to plan. At the end of each week, the team updates the issues table below to show which issues were addressed and which ones carried over. The team also uses the {chart} macro to create a bu

Page: [Confluence Induction](#)

Confluence can help development teams get new new members up to speed quickly so that they're fixing bugs sooner and detracting less from highly productive members. Add a new child page to this page by going to the Add menu and selecting Page. Then look f

Page: [Creating a news item \(blog post\)](#)

Now you will create a news item in your new space. Hint: Perform these instructions in the new browser window which you opened previously. (See Creating a space). Under the 'Add' menu, select 'News'. AddNewsMenu.png A new, blank news item appears. NewNews

Page: [Creating a page](#)

Now you will create a page in your new space. Hint: Perform these instructions in the new browser window which you opened previously. (See Creating a space). Under the 'Add' menu, select 'Page'. AddPageMenu.png A new, blank page appears. NewPage.png Click

Page: [Creating a space](#)

Now that you have seen how the menus work, you are ready to start creating content in Confluence. Let's begin by adding a new space. Log in to Confluence, if you are not logged in already, by clicking the 'Log In' link at the top right of your Confluence

Page: [Creating a task list](#)

The 'tasklist' macro allows you to create lists of tasks which need to be performed and keep track of who has completed them. Mary to preview her presentation with the team Tony to call meeting with investors Tony to book catering Mary to finalise present

Page: [Creating a thumbnail gallery](#)

	<p>Images look very effective when included within Confluence. Confluence allows you to easily display images as thumbnails, i.e. miniature images. . Including single images and displaying them as thumbnails When you insert an image onto a page, you can choo</p> <p>Page: Creating an index</p> <p>This page shows an example of the 'index' macro. Macro code The next section on this page, under the heading 'Macro result', contains the following macro code: {index} Macro result {index}{index} The example at left shows how to create an index based on p</p> <p>Page: Creating pages and linking</p> <p>A very useful aspect of Confluence is rapid page creation based on linking. Creating new pages through links There are two ways to create a new page: The first is to hit 'Add Page' in the menu. You will find detailed instructions in the tutorial in this s</p>
<p>D</p> <p>Page: Displaying source code</p> <p>The 'code' macro is a useful way of presenting source code in an easy-to-read format on your Confluence pages. Its use is very straightforward: simply enclose your source code between {code} elements. Here are some examples: XML {code:XML} <test><another</p>	<p>E</p> <p>Page: Example Development Team Page</p> <p>The Confluence development team at Atlassian uses Confluence to induct new members, collaborate on feature specifications and hit key milestones on time. Click into each of the links in the yellow box below to see more. Comment on one of the blog posts be</p> <p>Page: Example Human Resources Page</p> <p>Your Human Resources team can use Confluence for presenting important HR-related documents and processes. Click through the slideshow below to see how the HR team presents the company mission. Click into each of the links below to see more. Human Resource</p> <p>Page: Example Sales Team Page</p> <p>Teams can use Confluence to collaborate internally and share information with the rest of the organization. Here's an example of how a sales team uses Confluence. Click into each one of the Quick Links below to see how a sales team might use Confluence. (</p> <p>Page: Examples</p> <p>These are real world examples of how Confluence can be used in your organisation. As you go through these examples, look at the underlying markup to see how the pages were created. (See the markup by selecting View Wiki Markup from the Tools menu.) Feel f</p>
<p>F</p> <p>Page: Formatting content</p> <p>Confluence pages are written in a simple markup language based on Textile http://textism.com/tools/textile/. By using this simple markup, Confluence makes it easy for your team to create and share content together. Here is a short example of some typical</p>	<p>G</p>

<p>H Page: Have Fun Confluence lets you easily embed content from popular user-generated sites like Youtube, Flickr, Slideshare, Google, Twitter and many other others. Add a YouTube video to this page by clicking the 'edit' button and pasting {widget: url=http://www.youtube.c</p> <p>Home page: Home img_welcome.png Welcome to your Confluence wiki You have now arrived at the home page of your Demonstration Space. Like to see how people use Confluence every day? ExamplesHome New to Confluence or new to wikis? TutorialHome Want to get the most from your</p> <p>Page: HR Policies and Procedures Human resources uses attachments to share important tax forms and templates with employees. Click the view online link on one the attachments below to view its contents. Upload a new attachment to the page. From the Tools dropdown select Attachments and t</p>	<p>I Page: Integrating with JIRA {excerpt} JIRA is Atlassian's issue tracking system. Confluence and JIRA can be used together, allowing the integration of a content management solution with an issue tracker. For example, the [JIRA Issues macro http://confluence.atlassian.com/x/dCAC] can</p>
<p>J Page: Josh Users can customize their personal spaces to express themselves and let their teammates know what they're working on. Click on one of the vacation photos image gallery below to view a slideshow Update your own personal space by borrowing ideas from this p</p>	<p>K</p>
<p>L Page: Leave Planning The Confluence team uses tables to communicate scheduled leave times, an imperative part of resource planning and project management. Edit this page and add your vacation plans to the table. Try using wiki markup to do it. This page summarises leave of Co</p>	<p>M Page: Meeting Notes The sales team uses Confluence to take notes during their weekly team meeting. Create a new meeting notes page using the meeting notes page template. Go to the add menu and select "Page." Then click on the "Select a page template to start from." Choose th</p> <p>Page: More information Once you have completed the tutorial and read the advanced topics, you may want to refer to the Confluence online documentation. Detailed instructions on using and administering Confluence Confluence User Guide http://confluence.atlassian.com/display/DOC/</p>
<p>N</p>	<p>O</p>
<p>P Page: Planned Feature Specifications Use Confluence to create and collaborate on product specification documents. Click into the Quick Navigation Spec link below to see how the Confluence team writes a basic feature specification. Add a label to this page. Scroll down to the labels section o</p>	<p>Q Page: Quick Navigation Spec Writing a product specification requires input and feedback from many different people. With Confluence, product managers, engineers and technical writers can make their changes or comments directly in the product specification page. With version control,</p>

<p>R Page: Re-ordering pages The following instructions will show you how to view the hierarchy of pages within a space, and move pages to different positions within the hierarchy. It is suggested that you use the new space that you created during the Tutorial (see 'Creating a space')</p> <p>Page: Recruitment Images and charts can sometimes communicate complex concepts better than text. For example, your HR team might use images to explain the company recruiting processes. Add a comment to this page to let people what you think of the recruiting process. This</p>	<p>S Page: Sales Reports The sales team uses charts to create a sales dashboard showing their performance relative to plan. Once you become an advanced user, you can connect the charts to your sales database using SQL so that you can display your sales data in real time. Edit thi</p> <p>Page: Sales Tools Confluence lets you easily embed content from popular user-generated sites like Youtube, Flickr, Slideshare, Google, Twitter and many other others. Add a YouTube video to this page by clicking the 'edit' button and pasting {widget:url=http://www.youtube.c</p> <p>Page: Searching Confluence content Confluence can search content including pages, blog posts, emails, Microsoft Word documents and Excel spreadsheets, PDF documents, and more. As well as using the search box at the top right of every Confluence page for ad hoc searches, you can use the 'Se</p>
<p>T Page: Team Blog Blogs are a handy way teams to provide updates, share ideas and engage in conversations around those ideas. Comment on one of the blog posts below. First click the blog post title, to open it in its own page. See Adding a comment to a page. Create a new b</p> <p>Page: Tutorial This tutorial will help you get started with Confluence: Using the menusTutorial What is a space? A space is an area within Confluence, containing your wiki pages. You can think of each space as a sub-site, or mini-site, each with its own home page. What</p> <p>Page: Tutorial (all on one page) Welcome to the tutorial on a page! This page contains all the topics from the tutorial. On this page: Using the menus Using the menus Creating a space Creating a space Creating a page Creating a page Adding content to a page Adding content to a page Using</p>	<p>U Page: Updating your user profile Now you will change your Confluence 'Full Name' (that is, the name by which you are known to other Confluence users) and profile picture (that is, the picture by which you are known to other Confluence users). Log in to Confluence, if you are not logged i</p> <p>Page: Using the Dashboard Now you will use the Dashboard to navigate to the new page and the new space that you created in previous steps of this tutorial. Right-click the 'Dashboard' link at the top left of your screen, and open the link in a new browser window. DashboardRightCli</p> <p>Page: Using the menus The image below gives an overview of the menus in Confluence. The menus give you access to all the available actions on your Confluence site. MenuOverview.png Menu or option Explanation Browse menu The 'Browse' menu gives access to wiki content such as pa</p>

V	<p>W</p> <p>Page: Week 27 Meeting Notes This page was created using the Meeting Notes page template Attendees Josh Boots Kevin Matt Completed last week Sales Collateral updates 30 customer questions answered Webinar revamp Working on this week Continue improvements to Webinar 30 customer questi</p> <p>Page: Week 28 Meeting Notes This page was created using the Meeting Notes page template Attendees Matt Josh Kevin Boots Completed last week Sales Collateral updates only 25 customer questions answered because of offsite Webinar revamp Working on this week Sales Collateral updates 30</p> <p>Page: Week 29 Meeting Notes This page was created using the Meeting Notes page template Meeting Notes for Week 29 Attendees Josh Boots Kevin Matt Completed last week Sales Collateral updates 30 customer questions answered Webinar revamp Working on this week Continue improvements to</p> <p>Page: Working with RSS RSS is generally used to notify others of the latest news and updates to a site. Confluence reads incoming RSS and creates outgoing RSS. It allows you to stay informed of the latest current affairs of others and allows you to tell them of your own. Displa</p>
X	Y
Z	!@#\$

The example at left shows how to create an index based on page titles.

Alternatively, you may want to use [labels](#) to create an index. Once you have tagged your pages with appropriate labels, you can simply link to the space's 'Labels' page ('Browse', 'Labels') to display an index.