

Wiki

Your Teams Collective Memory

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PHUSE US Connect (14th – 18th June 2021)

Disclaimer

Views and opinions expressed are those of the speaker
and not necessarily Novo Nordisk

Vast Amounts of Documentation

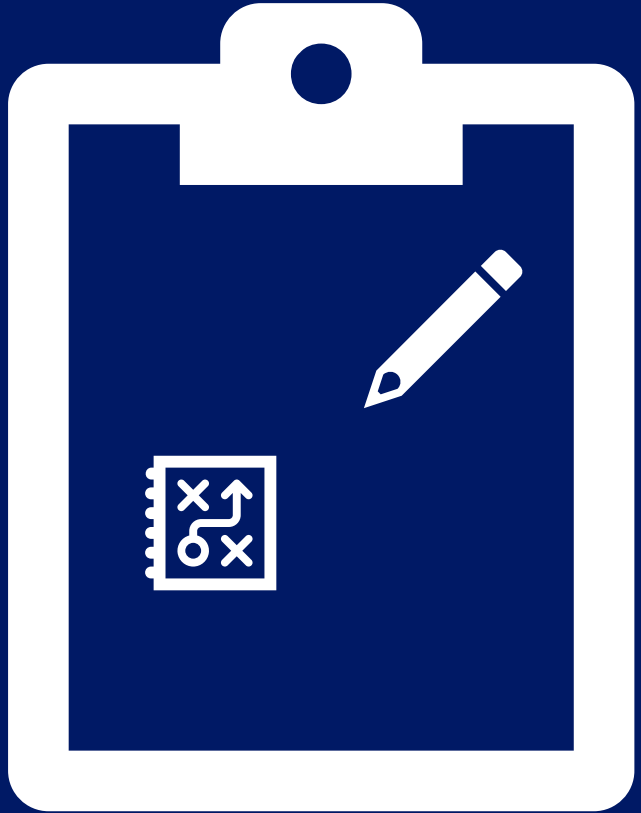


Frustration

Not easy to find the right information
at the right time









From: Michael

To: Rasmus; Lea; Kavita

Cc:

Subject: How to do this

Could we do like this

Maybe this should be

Why does this look like this

However

From: Rasmus

To: Michael; Lea; Kavita

Cc:

Subject Re: How to do this

Please see my comments in RED

Could we do like this But this would mean

Maybe this should be We have agreed to

Why does this look like this OK by me

However On the other hand

From: Lea

To: Michael; Rasmus; Kavita

Cc:

Subject Re: How to do this

Please see my comments in RED

Please see my comments in blue

Could we do like this But this would mean I think this could be better

Maybe this should be We have agreed to But we decided that it should be in this other way

Why does this look like this OK by me This is because Johan told us

However On the other hand

From: Michael

To: Johan

Cc: Lea

Subject Fw: How to do this

Dear Johan, please see below, can you elaborate?

Please see my comments in RED

Please see my comments in blue

Could we do like this But this would mean I think this could be better

Maybe this should be We have agreed to But we decided that it should be in this other way

Why does this look like this OK by me This is because Johan told us

However On the other hand



Knowledge sharing

But shared poorly

Hi Rasmus, can we do like this Michael

Rasmus But this would mean...

Maybe this should be...- Michael

Rasmus We have agreed to...

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Integer eu bibendum risus. Mauris ac nunc in nibh porta fringilla non in mi. Michael

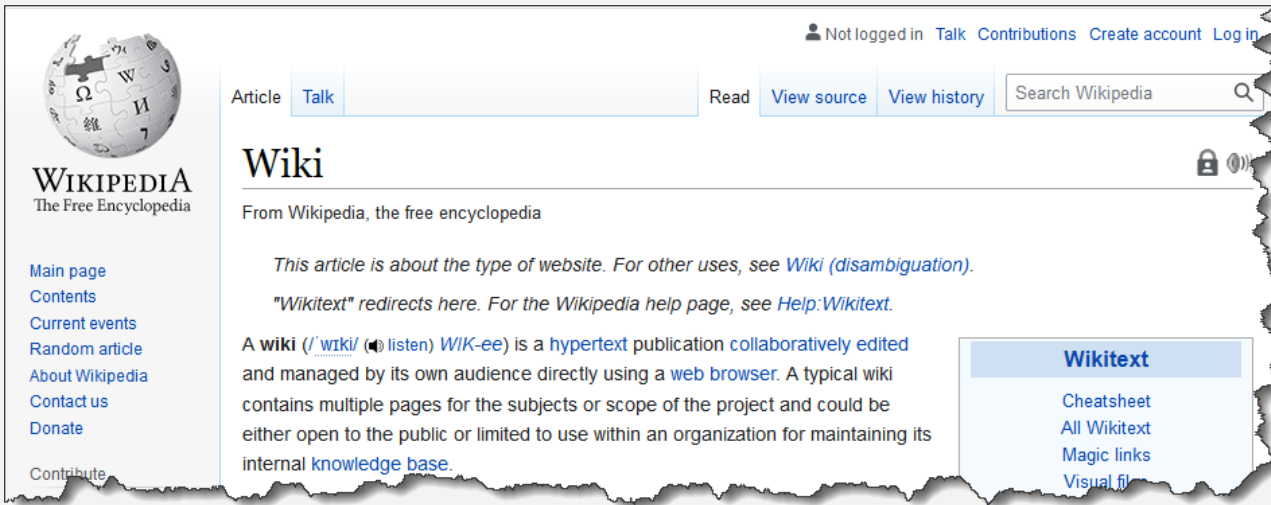
Rasmus Nulla mattis turpis nec nibh convallis lacinia. Integer ornare bibendum diam a volutpat. Etiam pulvinar tortor tortor, sed molestie mauris blandit nec.

Thanks a lot 😊 Michael



Knowledge sharing

But shared poorly



Public Wiki

Wiki



Bitbucket

Internal/non-
public Wiki



GitLab





Portal for new
team members

Strengths



Search



Sharing of learnings
within the team



Informal

What to use it for?

Your teams
ideas and knowledge



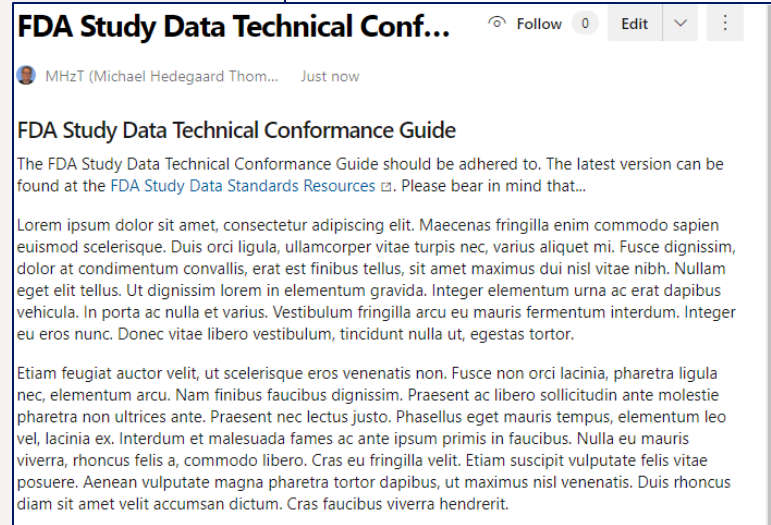
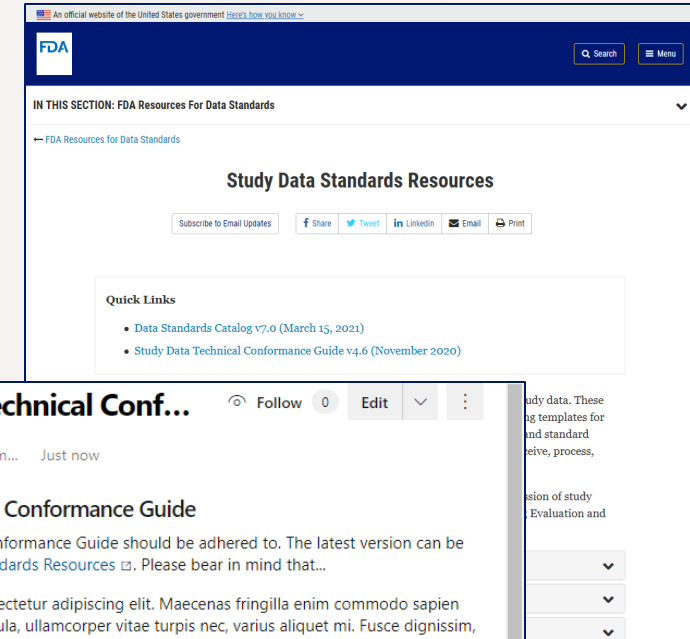
What to use it for?

Sources “not up for discussion”

SOPs

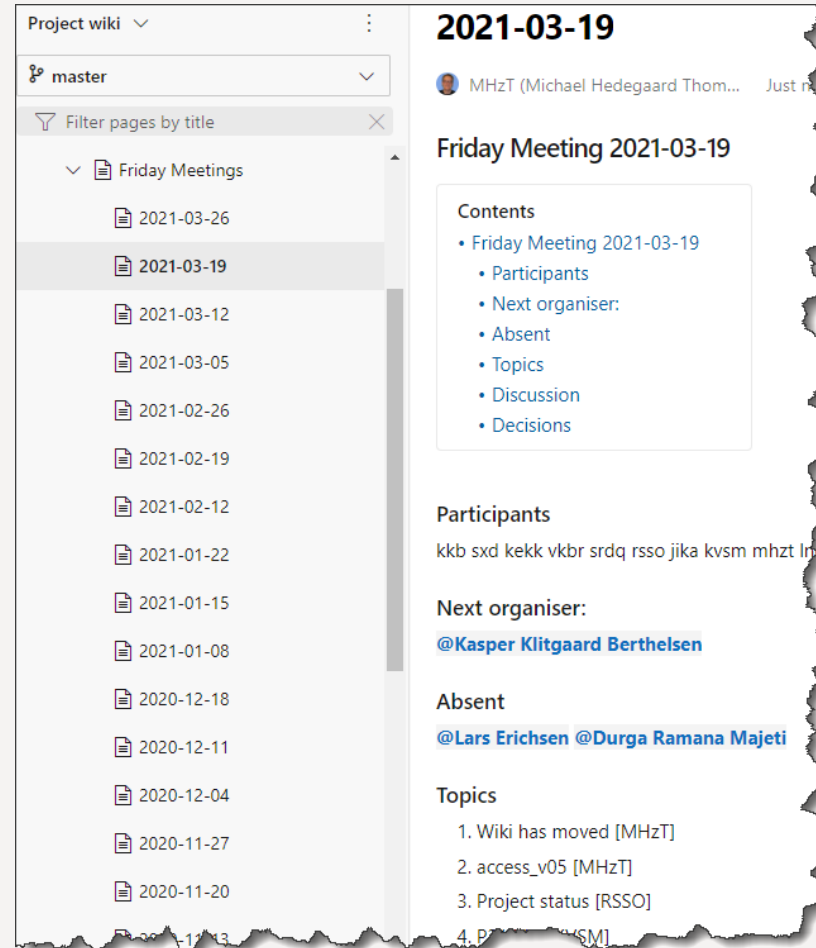


Guidelines



What to use it for?

Meeting minutes



The screenshot displays a 'Project wiki' interface. On the left, a sidebar shows a list of 'Friday Meetings' from 2020-11-20 to 2021-03-26, with '2021-03-19' selected. The main content area shows the details for the 'Friday Meeting 2021-03-19', organized by MHZT (Michael Hedegaard Thom...). The meeting content is structured as follows:

- Contents**
 - Friday Meeting 2021-03-19
 - Participants
 - Next organiser:
 - Absent
 - Topics
 - Discussion
 - Decisions
- Participants**

kbb sxd kekk vkbr srdq rsoo jika kvsm mhzt ln
- Next organiser:**

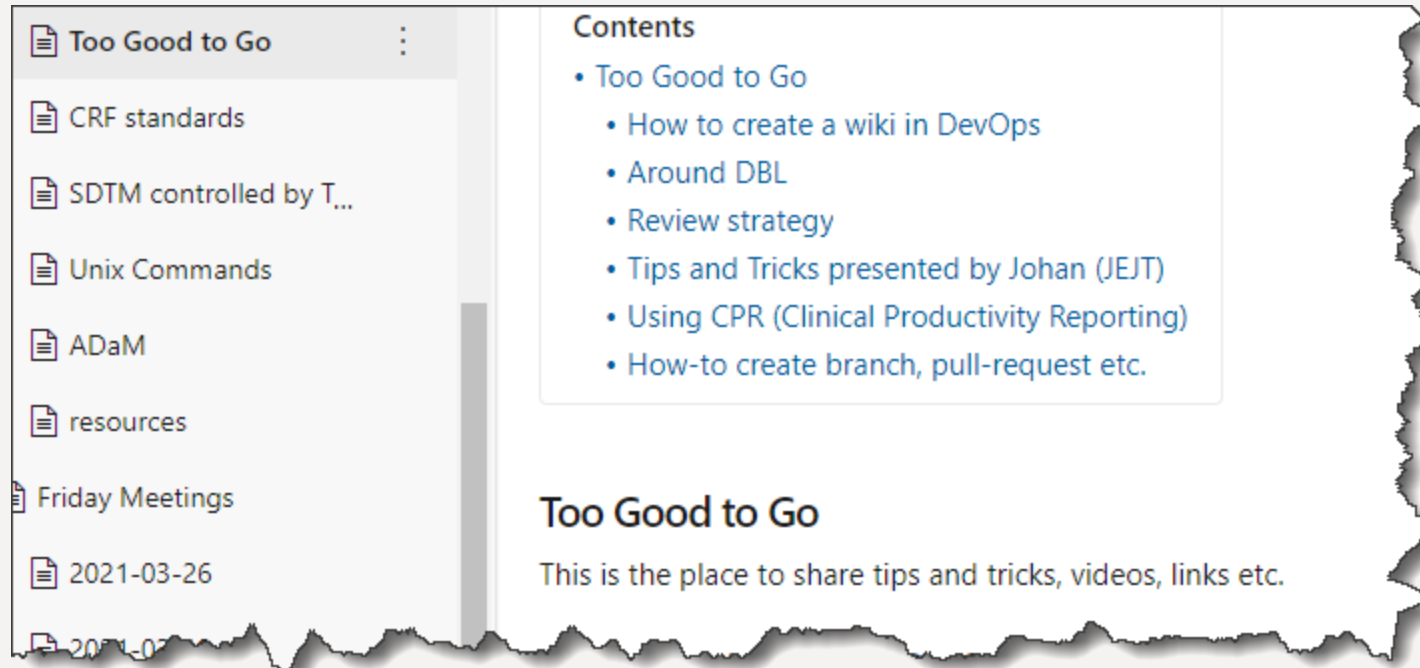
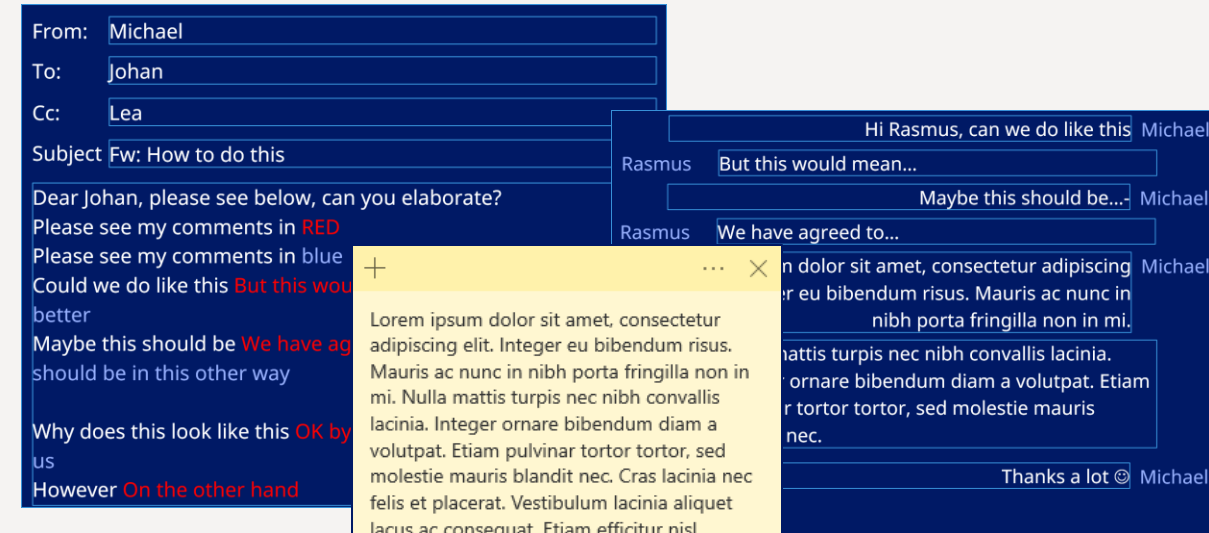
[@Kasper Klitgaard Berthelsen](#)
- Absent**

[@Lars Erichsen](#) [@Durga Ramana Majeti](#)
- Topics**
 1. Wiki has moved [MHZT]
 2. access_v05 [MHZT]
 3. Project status [RSSO]
 4. P... [SM]

What to use it for?

Emails, IM, notes

Too Good to Go



Keeping it Alive

Nobody wants to be a librarian

- Keep a maintainer group
- Urge people to participate
- Update whenever new knowledge is discovered
- Review frequently

Informal – but formal?

Version Control

✓ MI

New-page-(PHUSE-presentation).md +1

/Wiki/Early-Obesity-Wiki/New-page-(PHUSE-presentation).md

View

1	# Header for new page	1	# Header for new page
2	////////////////////////////////////	2	+ It's fun to write with [Markdown](https://markdown-it.github.io/)
3		3	
4	* bullet points using BOLD or <i>italic</i> text	4	* bullet points using BOLD or <i>italic</i> text
5	* [link to PHUSE](https://phuse.global/)	5	* [link to PHUSE](https://phuse.global/)
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Informal – but formal?

Version Control

MI

New-page-(PHUSE-presentation).md +19
/Wiki/Early-Obesity-Wiki/New-page-(PHUSE-presentation).md

```
1 + # Header for new page
2 +
3 + * bullet points using BOLD or italic text
4 + * [link to PHUSE](https://phuse.global/)
5 + * [links to internal page](/Early-Obesity-Wiki)
6 +
7 + ## Header 2
8 + Paragraph containing table
9 + |Michael Hedegaard Thomsen|PHUSE Logo from external site|
10 + |-|-|
11 + |![michael_small.jpg](/.attachments/michael_small-1bdc0016-9c51-4127-992a-511a7ca83461.jpg)|<IMG src="http:
12 +
13 + ```
14 + %put(Monospaced text to present code);
15 + ```
16 +
17 + - [ ] Tasks with or without user story
18 + - [x] #406188
```

MHzT (Michael Hedegaard Thomsen) Just now

Active

@MHzT (Michael Hedegaard Thomsen) , please consider if user story references are in scope

Write a reply...

Resolve

Future Perspectives

- Automated ADRG
 - Use standardized texts
 - Include pages from wiki
- Formal documentation
 - Allow people to interact and improve

Do

- Document before doing
- Stop writing email
- Re-use from IM, mail, meetings
- Engage people
- Keep alive

Don't

- Document existing knowledge
- Put secrets here – the wiki will not hide anything

