# Website research page updates tips

This is an overview of the best practices and tips when you want all the pages related to a research group to be updated. The document will be updated with more information.

* When asking a group about what pages to update, and what to update them with, it’s a good idea to provide a template that they can easily fill in. This prevents you from getting information in all kinds of different formats. Here is an example of a table that I’m using for each separate page that needs to be updated:

|  |  |
| --- | --- |
| **Suggestion by** | **Suggestion** |
| Rianne | This is an example, I want at least the following stuff to be on the page:   * Thing 1 * Thing 2 |
| Rianne | This is an example, I want this exact text on the page:    *Lorem ipsum and the rest of how that text goes.* |

*Related publications:*

* *This publication is related*
* *This one's also relevant*
* Emphasize that it’s not necessary to write out the entire page, that they can also provide a bullet list with information that you will work out yourself. This lowers the barrier of providing the information.
* Locally make the new pages, and later update them in bulk in the repo. This is less time-consuming.
* Send regular reminders for people to fill in the template.