Mosaic Contributions

Core Training

Use this template to shape your work-in-progress. Why scatter ideas on notes and in blogs? Send it to colleagues for further work, or share it in PDF format. Write concisely and organise your thoughts in self-contained documents to easily manage the intellectual property.

Contribution Body:
(1) What is it? What is it for? (2) How to use it. (3) Links to examples, Links to references.

Write the summary of your contribution as the title of this file. If the contribution is a part of a project, specify the project name as the subtitle. Keep paragraphs up to 3 lines; be practical.

Check spelling with www.grammarly.com .
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In the footer of the document specify the: author name, date, location.

When saving the file, specify the file name as: "ProjectName-Title-AuthorDateLocation.pdf".

Send a working version to colleagues by email, and request to receive the re-worked version by email. This way, changes are kept track of, for the management of intellectual property. Your colleague will add a final line in the document stating 'Revised by Name, Date'.