

Project Scenario: Preparing for a Naval Operations Briefing

Context: You are a member of the Navy's Operational Planning Team, tasked with preparing a comprehensive briefing on an upcoming joint operation. As part of this briefing, it is crucial to include detailed profiles of the key personnel involved in the operation, summarizing their roles, expertise, and recent contributions to various preparatory tasks on Confluence - the team's collaboration platform. Below is a step-by-step guide on how you can utilize Confluence's macros to compile this critical information effectively.

Step 1: Creating a "Key Personnel" Section in the Operation's Main Page

1. Open the Confluence page dedicated to the upcoming joint operation.
2. Start editing the page by clicking the 'Edit' button.
3. Add a new section titled "Key Personnel Profiles" where you will include all relevant details of the team members.

Step 2: Inserting the 'Contributors Summary' Macro for Overview Statistics

1. While in the editing mode, place your cursor under the "Key Personnel Profiles" section.
2. Press "/" on your keyboard to access the macro menu.
3. Start typing 'Contributors Summary' until you see the macro and select it.
4. In the 'Group By' parameter, select 'contributors' to group statistics by team members.
5. In the 'Columns to Display' parameter, select 'edits,' 'comments,' and 'lastupdate' to showcase the contributions made by each team member.
6. Specify the 'Page Name' parameter to refer to the operation's main page to focus on contributions made there.
7. Click 'Insert' to add the macro to the page.

Step 3: Adding Individual 'Profile Picture' and 'User Profile' Macros for Each Key Member

1. Below the 'Contributors Summary' section, press "/" and type 'Profile Picture.'
2. In the 'Username' field, enter the Confluence username of a key team member (e.g., CommanderSmith).
3. Repeat the process, but this time, insert the 'User Profile' macro after the profile picture, again specifying the team member's username. This action adds a summary of the user's professional profile.
4. Repeat steps 1-3 for each key member involved in the operation, ensuring consistency in the layout.

Step 4: Reviewing and Publishing

1. Once you've added all necessary macros and filled in relevant information, review the layout to ensure that it meets the briefing's standards and offers a clear, concise presentation of the team.
2. Click 'Publish' to save and share the updated operation page with all stakeholders involved in the briefing.

By following these steps, you've created a comprehensive briefing document that not only highlights the key personnel's roles and contributions but also provides a quick overview of team engagement and collaboration ahead of the crucial naval operation. This organized approach ensures transparency and enhances the strategic preparedness of your team.

Optional / Additional Information

Lab: Macros - Part 2

Insert the contributors summary macro

The Contributors Summary macro displays a table of contribution-based statistics for a set of pages. These statistics can be grouped according to individual pages or individual contributors.

The default scope for this macro is an individual page, but this can be extended to include the immediate children or descendants of a specified page. The statistics cover the following types of contributions:

- edits to the page(s)
- comments added to the page(s)
- labels added to the page(s)
- people watching the page(s)

A simple example of the Contributors Summary macro is shown in the screenshot below. It lists statistics for the number of times each contributor has edited, added comments and added labels to this page.

Use the Contributors Summary macro

To add the Contributors Summary macro:

1. When editing, select from the toolbar
2. Find the macro by name and select it

3. Configure it as needed

You can also type / on the page to bring up the same list you'd see by selecting from the toolbar. Continue typing the name of the macro to filter the list.

To edit the Contributors Summary macro:

1. Select the macro placeholder.
2. Select the Edit icon to open the configuration panel.
3. Configure the parameters. Your changes are saved as you go.
4. Resume editing the page, and the panel closes.

You can also select the centered , medium-width , and full-width icons to adjust the width of some macros. Select the trashcan icon to remove the macro.

Parameters

Parameters are options that you can set to control what and how content from the macro appears on the page.

If the parameter name used in Confluence Cloud storage format or wikimarkup is different than the label used when inserting macros using the browser or the slash command, it will be listed below in brackets (example):

Parameter	Default	Description
Group By (groupby)	contributors	Specifies the basis for grouping contribution-based statistics: contributors — group by the people who have contributed pages — group by the pages used to find contributors.
Columns to Display (columns)	edits,comments,labels	<p>Sets the columns that should appear in the table. The statistics or type of information presented depends on the basis for grouping set with the Group By parameter. Statistics may be calculated for:</p> <p><code>edits</code> — the number of times each contributor has edited the page(s) or the number of edits made to each page.</p> <p><code>edited</code> — a list of the pages edited by each contributor or a list of contributors who have edited each page.</p> <p><code>comments</code> — the number of times each contributor has added comments to the page(s) or the number of comments on each page.</p> <p><code>commented</code> — a list of pages to which each contributor has added comments or a list of contributors who have commented on each page.</p> <p><code>labels</code> — the number of times each contributor has added labels to the page(s) or the number of labels on each page.</p> <p><code>labeled</code> — a list of pages to which each contributor has added labels or a list of contributors who have added a label to each page.</p> <p><code>labellist</code> — a list of labels either added by each contributor or on each page.</p> <p><code>watches</code> — the number of pages being watched by each contributor/person or the number of contributors/people watching each page.</p> <p><code>watching</code> — a list of pages being watched by each contributor/person or a list of contributors/people watching each page.</p> <p><code>lastupdate</code> — the last time each contributor made an update or when each page was last updated. Valid updates can include edit, comment or label modifications to a page.</p> <p>One or more columns can be used.</p>
Sort By (order)	edits	<p>Sets the criterion used for sorting items in the table. The items sorted depend on the basis for grouping set with the Group By parameter. Sort criteria are:</p> <p><code>edits</code> — sorts items in the table based on the total number of edits made, either by a contributor or to a page.</p> <p><code>name</code> — sorts items in the table in alphabetical order, either by contributor or page name.</p> <p><code>editTime</code> — sorts items in the table based on when the contributor last edited a page (or a specified set of pages) or when the page was last edited.</p>

		update — sorts items in the table based on when the contributor last made any contribution to a page (or a specified set of pages) or when the page last had any contribution made to it.
Reverse Sort (reverse)	false	Reverses the sort order of items in the table, as specified using the Sort By parameter. (Used only in conjunction with the Sort By parameter.)
Maximum Number of Items (limit)	no limit	Limits the number of contributors or pages in the table to the value specified. If no number is specified, all items are included.
Show Anonymous Contributions? (showAnonymous)	false	Includes individuals who have made anonymous contributions to a page.
Show Zero Counts? (showZeroCounts)	false	Sets whether contributors or pages are included for which a calculated statistic is zero.
Page Name (page)	current	Sets the page for which to calculate the contribution-based statistics. If no values for Page Name and Space(s) are specified, the current page is assumed.
Label(s) (labels)	none	Restricts the contribution-based statistics to the specified labels only. You can specify one or more labels, separated by commas.
Space(s) (spaces)	current	<p>Specifies the space key of the Confluence space which contains the specified page name or alternatively, specifies a scope of spaces to search. Space keys are case-sensitive.</p> <p>This parameter also takes special values, including: @global — All site spaces. @personal — All personal spaces. @all — All spaces in your Confluence site.</p> <p>You can specify one or more space keys or special values, separated by commas.</p> <p>If no Page Name and Label(s) are specified, all pages from the specified set of spaces are included.</p>
Content Type (contentType)	both pages and blog posts	<p>Restricts page types to either pages (pages) or blog posts (blogposts). If no value is specified in the Macro Browser, both pages and blog posts are included.</p> <p>Available values pages and blogposts.</p>
Blog Post Date (publishDate)	none	Specifies the publish date for a blog post. The date format required is: YYYY/MM/DD.

Include Page Hierarchy (scope)	specified page only	Includes either the immediate children or all descendants of the specified page. If no value is indicated in the Macro Browser, only the specified page is included.
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Wiki markup example

Wiki markup is only supported in the legacy editor.

Wiki markup is useful when you need to add a macro outside the editor, for example as custom content in the sidebar, header or footer of a space.

Macro name: contributors-summary

Macro body: None.

This example specifies a content type of blog posts:

```
{contributors-summary:limit=10|spaces=ds,@personal|reverse=true|showAnonymous=true|order=update|labels=chocolate, cake|columns=edits, comments, labels, lastupdate|groupby=pages|contentType=blogposts|showZeroCounts=true|publishDate=2012/06/07}
```

This example specifies a content type of pages:

```
{contributors-summary:limit=10|spaces=ds,@personal|reverse=true|showAnonymous=true|scope=descendants|order=update|page=ds:Advanced Topics|labels=chocolate, cake|columns=edits, comments, labels, lastupdate|groupby=pages|contentType=pages|showZeroCounts=true}
```

Insert the network macro

This macro was intentionally excluded from the new editor and will be deprecated from the legacy editor soon.

The Network macro displays a list of Network activity on a Confluence page or blog post. You can specify the user whose network activity you wish to show. These interactions include the users that the specified user is following or users who are following the specified user. The Network macro shows each listed user by their profile picture. It also provides a choice of two themes and the ability to limit the number of users in the list.

Use the Network macro

To add the Network macro:

1. When editing, select from the toolbar
2. Find the macro by name and select it
3. Configure it as needed

You can also type / on the page to bring up the same list you'd see by selecting from the toolbar. Continue typing the name of the macro to filter the list.

To edit the Network macro:

1. Select the macro placeholder.
2. Select the Edit icon to open the configuration panel.
3. Configure the parameters. Your changes are saved as you go.
4. Resume editing the page, and the panel closes.

You can also select the centered , medium-width , and full-width icons to adjust the width of some macros. Select the trashcan icon to remove the macro.

Parameters

Parameters are options that you can set to control what and how content from the macro appears on the page.

If the parameter name used in Confluence Cloud storage format or wikimarkup is different than the label used when inserting macros using the browser or the slash command, it will be listed below in brackets (example).

Parameter	Default	Description
Username	Current user's username	The username of the Confluence user whose network interactions you wish to show. If no username is specified, then current user's (that is, your) network interactions are shown.
Mode	following	Determines which users are listed, with respect to the specified user: following – those who the user is following. followers – those who are following the user. This parameter is unnamed in storage format and wikimarkup.
Theme	full	Determines how the user's network is displayed: full – shows a large version of user's profile pictures and, if the following mode is set, provides an entry field function to follow more users. tiny – shows only the small version of user's profile pictures.
Maximum Results (max)	No limit imposed up to a maximum of 30	Restricts the number of users displayed. If the number of users exceeds the specified maximum, then a Show All link is provided. This link leads to the specified user's Network view , showing the complete list of network interactions.

Disabling the Network macro

The Network macro is provided by the 'network' module in the 'Profile Macros' plugin. To remove the macro from your site, you can disable the module in the plugin.

Wiki markup example

Wiki markup is only supported in the legacy editor.

Wiki markup is useful when you need to add a macro outside the editor, for example as custom content in the sidebar, header or footer of a space.

Macro name: network

Macro body: None.

```
{network:followers|username=admin|max=10|theme=full}
```

Insert the profile picture macro

You can use the Profile Picture macro to display a user's profile picture on a page, and it's useful for things like creating team pages that show all members of a project team.

Hover your mouse-over the picture to see the Hover Profile for the user, and choose the user's picture or name to view their user profile. When editing the page, you can also select the macro and choose **View User Profile** to see the profile for the user.

Use the Profile Picture macro

To add the Profile Picture macro:

1. When editing, select from the toolbar
2. Find the macro by name and select it
3. Configure it as needed

You can also type / on the page to bring up the same list you'd see by selecting from the toolbar. Continue typing the name of the macro to filter the list.

To edit the Profile Picture macro:

1. Select the macro placeholder.
2. Select the Edit icon to open the configuration panel.
3. Configure the parameters. Your changes are saved as you go.
4. Resume editing the page, and the panel closes.

You can also select the centered , medium-width , and full-width icons to adjust the width of some macros. Select the trashcan icon to remove the macro.

Insert the user profile macro

The User Profile macro displays a short summary of a given Confluence user's profile. This is the same summary that appears in a Hover Profile, which appears whenever you mouse over a user's name in the Confluence interface.

Use the User Profile macro

To add the User Profile macro:

1. When editing, select from the toolbar
2. Find the macro by name and select it
3. Configure it as needed

You can also type / on the page to bring up the same list you'd see by selecting from the toolbar. Continue typing the name of the macro to filter the list.

To edit the User Profile macro:

1. Select the macro placeholder.
2. Select the Edit icon to open the configuration panel.
3. Configure the parameters. Your changes are saved as you go.
4. Resume editing the page, and the panel closes.

You can also select the centered , medium-width , and full-width icons to adjust the width of some macros. Select the trashcan icon to remove the macro.

Parameters

Parameters are options that you can set to control what and how content from the macro appears on the page.

If the parameter name used in Confluence Cloud storage format or wikimarkup is different than the label used when inserting macros using the browser or the slash command, it will be listed below in brackets (example).

Parameter	Default	Description
Username (user)	none	The username of the Confluence user whose profile summary you wish to show.

Wiki markup example

Wiki markup is only supported in the legacy editor.

Wiki markup is useful when you need to add a macro outside the editor, for example as custom content in the sidebar, header or footer of a space.

Macro name: profile

Macro body: None.

```
{profile:user=admin}
```