

# Community Waves (Humhub)

This is the main social part of the platform. The software we use is called Humhub.

- [Introduction](#)
- [Humhub Video Tutorial](#)
- [Community guidelines](#)
- [Apps for mobile](#)
- [Spaces](#)
- [Translation](#)
- [Calendars](#)
- [Calendar export to Google calendar](#)
- [Timezone](#)
- [Linklist](#)
- [Request a space](#)
- [Space hosts](#)
- [Private organising spaces](#)
- [Deleting account](#)
- [Tasks](#)
- [Privacy & data protection](#)
- [How we built a social network on open source technology](#)
- [Further help](#)

# Introduction

As you arrive on this platform we invite you to:

Watch the help videos in our [welcome space](#)

Chose the [spaces](#) you want to join

If you need help then ask the Space host of the space you're in

If you would like a new space [ask here](#)

If you are experiencing problems: Reach out to the [team administrators](#) for your space to see if they can help.

If you would like a copy of your personal data or to delete your account, please fill out the [GDPR form](#)

The software behind hub.transition-space.org is called [Humhub](#) It is Free and [Open Source](#) Software developed primarily by Humhub GMBH in Germany. Transition Network International develop and add features to this software to meet the needs of the Transition movement.

# Humhub Video Tutorial

Here you find a video tutorial how to use Humhub: <https://cloud.transition-space.org/s/CgkmZKPcw2A6qig>

# Community guidelines

[Please see community guidelines](#)

# Apps for mobile

**If you use an Android or iOS phone you can now get CommunityWaves (AKA 'The platform' in your pocket, via the HumHub app!**

The Android app can be [installed from the Play store](#)

The iPhone app can be installed from the [App store](#)

Here's how to do it (text and pictures):

1. Go to the Google Play or app store and search for HumHub, or click one of the links above

PU8GBIhcBO8NNpbSrM1dCnwHSgMxAiqDXoH0CPZCqsVoqLpQ2Rtho3COQEhr8Cr52L5exnRvXS0Nuo

2. Install and Open HumHub

MDZRKSYLQd9c4xLRC4s6cBaqz5HT\_HtOo8sM-Fe4AGDWyIEHdMfaN9C51heamUyF3i3k-fjxAOoA0Fg2

3. Enter the url - communitywaves.space and click Connect

bAnt4Q9cSgLW3MjnalOKM3jtNTNS7ivQpEQhV-Ikb6CQNEk-p-T\_uJHNYT\_ichW2cve2FpSRqTwxmCxxxx

4. Now to log-in to the platform - click on Sign In/ Up

V1Oy0mF\_6UPhu1BIZH8dVp39jwnyGDVPghI8subhfkxcjuGYDZ01LqGbXFWFVkfifY6Oq344DxZ0i4A0z

5. Click on Transition Platform ID

h-A7meczXFn6-XLAMalldPDyxTX3SqOe\_nZa9lpzNlwcxlai0vqQp9plX5AIP96cfmubf369IKS2aijCW2tzYl

6. Enter your Email and Password and Sign In - (if you have any problems click on the red button to request our support)

XWKfGU\_3qiKEHFGAlnmq-KNY\_rGIYFK2kXiwV1IaCrPv1f632U4fpPJkTNcfrK\_tDqVI7Z7wpuQgETyffoc9n

**You're in! The HumHub app will remember the platform url and your login details, so just click on the App and click Connect whenever you want to pop by ?**



# Spaces

In Humhub posts are organised into 'spaces' these are communities that organise around a particular group or theme.

The screenshot displays the Humhub interface for the 'Spaces' section. At the top, there is a navigation bar with icons for MY SPACES, DASHBOARD, PEOPLE, MEMBERS MAP, SPACES (highlighted), MESSAGES, CALENDAR, CHAT, HELP, and HELPI. A search bar and notification icons are also present. Below the navigation, the 'Spaces' section features a search bar with the text 'Find Spaces by their description or by their tags' and a search icon. To the right of the search bar are dropdown menus for 'Sorting' (set to 'Oldest first') and 'Status' (set to 'Any'), along with a 'Reset filters' link. The main content area is a grid of eight space cards, each with a cover image, title, description, and a button to join or view details. The spaces are: 'Welcome Space' (183 members, Owner), 'Platform' (28 members, Owner), 'Fundraising' (41 members, Owner), 'Income Generation Group' (26 members, Member), 'Inner Transition Community' (58 members, tags: INNER, INNER-TRANSITION, COMMUNITY), 'Transition Hubs group' (58 members), 'Transition Hub Portugal' (8 members), and 'Trainers Community of Practice' (38 members).

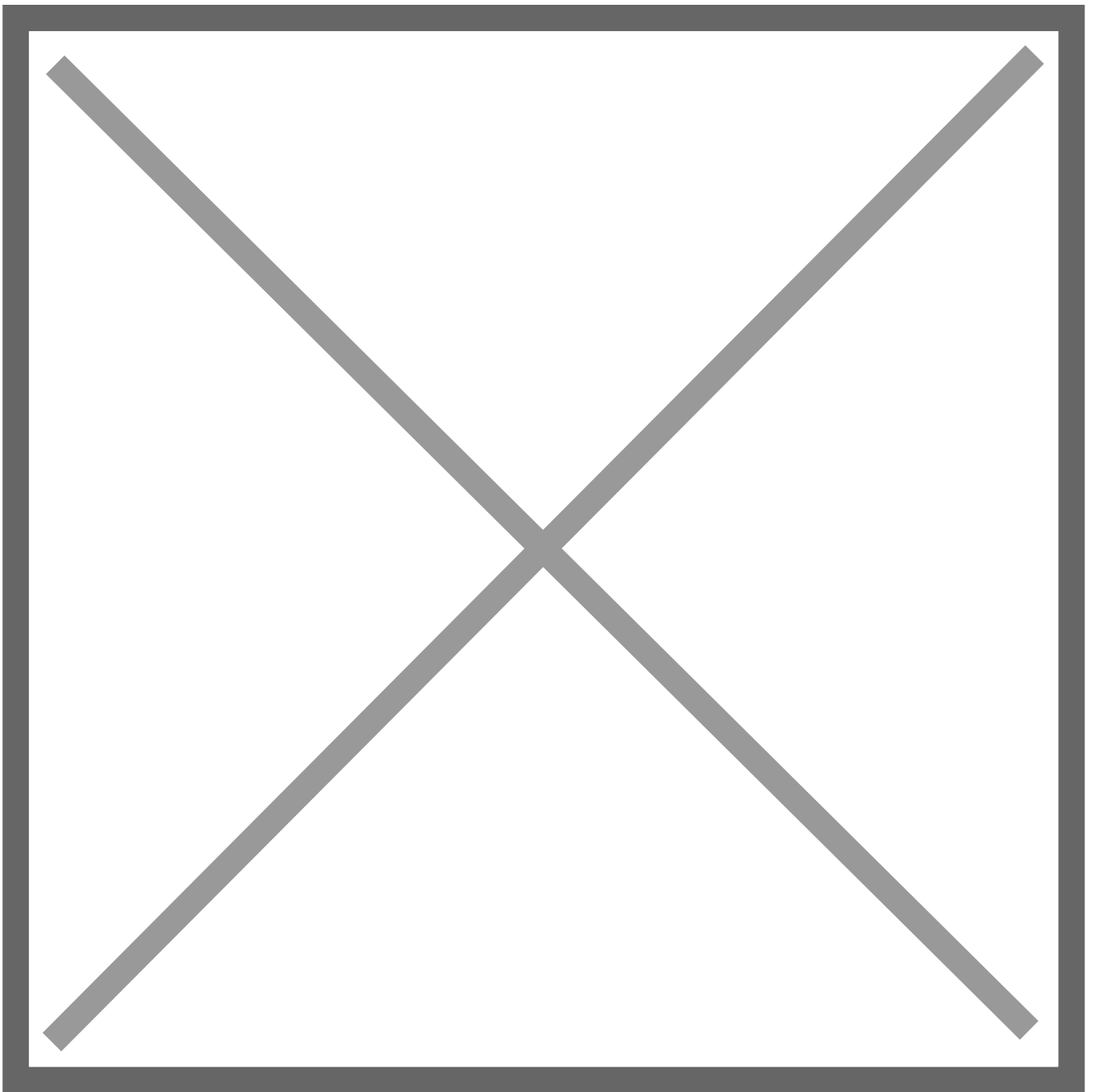
Everyone who joins is added to the Welcome space and the Community garden space.

The other spaces can be found here <https://hub.transition-space.org/spaces?sort=older>

# Translation

Your local language can be set [here](#)

When viewing posts created by users who use a language other than your local language, you will see a 'Translate' button on their posts



This service is provided by [DeepL](#)

Other services to be explored

Amara

Weglot

Transifex

# Calendars

There is a calendar of all public events available in the platform here: <https://hub.transition-space.org/calendar/global/index>

This calendar can be embedded on other websites, for example it appears on [transitionnetwork.org](https://transitionnetwork.org)

Depending on the type of event you are putting on there are two routes to creating a public event on this calendar

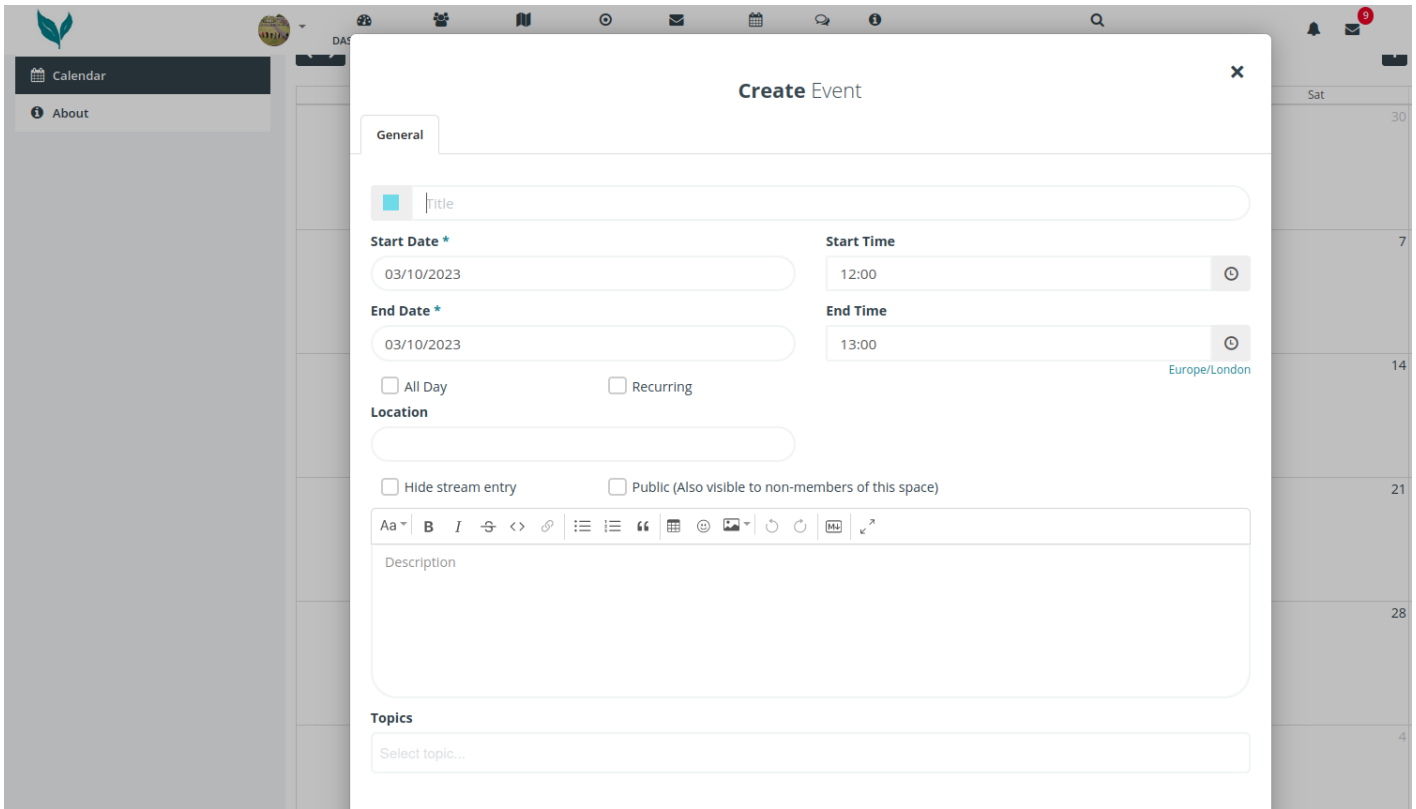
1. Creating a public event in a Humhub space
2. Creating a ticketed event in the [Events site](#)

You would choose 2. (the Events site) where you have a need for tickets, an auto-translated summary of the event, or wish to send emails to event participants or data capture about their accessibility needs.

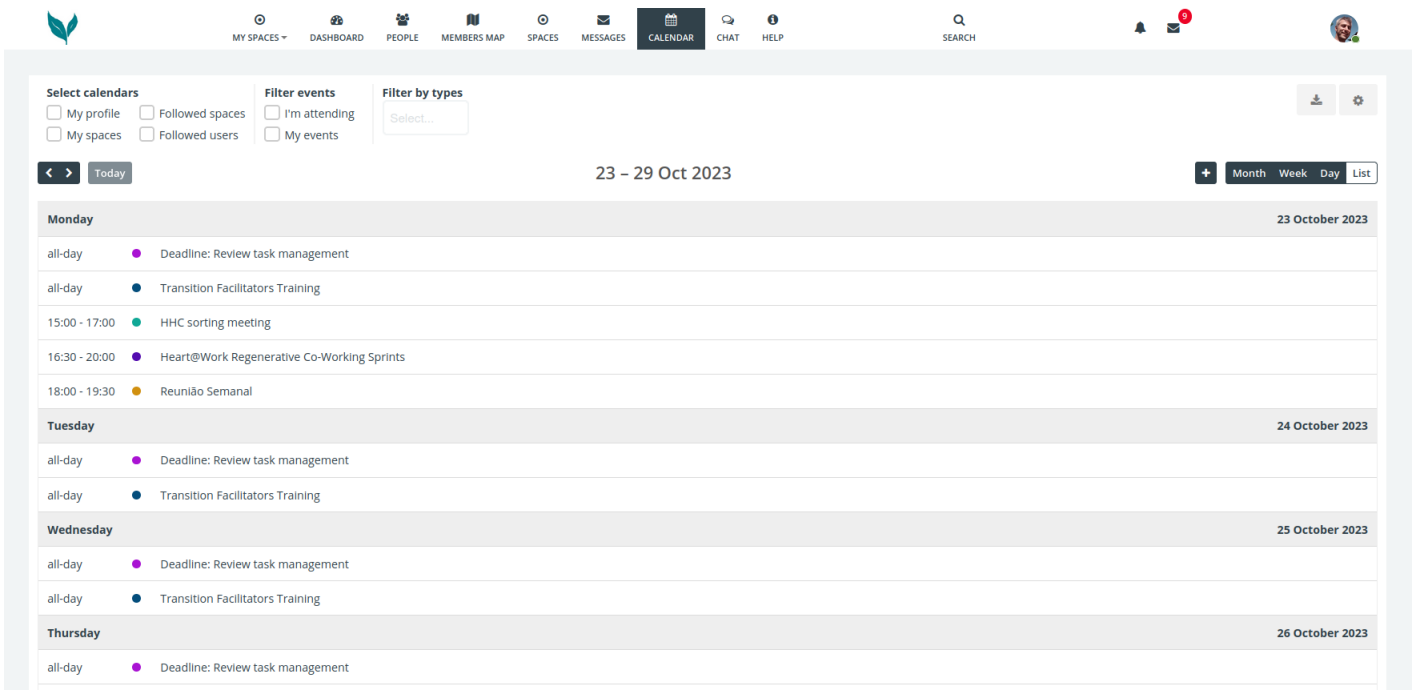
You would choose route 1. (Humhub) where you don't need the above features, or you are not a member of a hub or support circle.

## Route 1: Creating a public event in Humhub

Most Spaces in the platform will have a calendar which you can add events to. To add an event click on the day you'd like to add the event.



The public events from all of these calendars are aggregated together in the main [calendar view](#)



This view can be filtered using the checkboxes at the top left.

Many spaces will also have the 'external calendar' module. This enables automatically pulling in events from other sites where they publish an [ical feed](#)

# Route 2 a Ticketed event

Please see [Events](#)

# Calendar export to Google calendar

The screenshot displays a web-based calendar interface. At the top, a navigation bar contains icons for 'MY SPACES', 'DASHBOARD', 'PEOPLE', 'MEMBERS MAP', 'SPACES', 'CALENDAR', 'MESSAGES', 'HELP', and 'CHAT'. Below this, there are three filter sections: 'Select calendars' with checkboxes for 'My profile', 'My spaces', 'Follower spaces', and 'Follower users'; 'Filter events' with checkboxes for 'I'm attending' and 'My events'; and 'Filter by types' with a 'Select...' dropdown. The main calendar area shows a month view for 'September 2022'. The calendar grid has columns for days of the week (Mon to Sun) and rows for dates. Two events are visible on Wednesday, September 14: '15:30 Creating an ITC space d' and '16 Update test'. In the top right corner of the calendar area, there are icons for 'Month', 'Week', 'Day', and 'List', along with a download/export icon and a settings gear icon.

On the main calendar page in the top right click on the download/export icon.

In the Export popup give it a name & tick 'all my spaces'

# Calendar export

New export

My exports

## Calendar export name \*

My-Calendar

### Include events from:

Profile

### Space Selection

No spaces

All my spaces

Only following spaces:

Add Space

### Additional filters:

Only include events I'm participating

Only include events I've created

Only include public events

Generate export Url

Then click on the Generate export Url button. (URL is another name for a link)

My-Calendar

<https://hub.transition-space.org/ical/humhub-event-7797a492-61e7-44fd-8096-98813efe/base.ics>

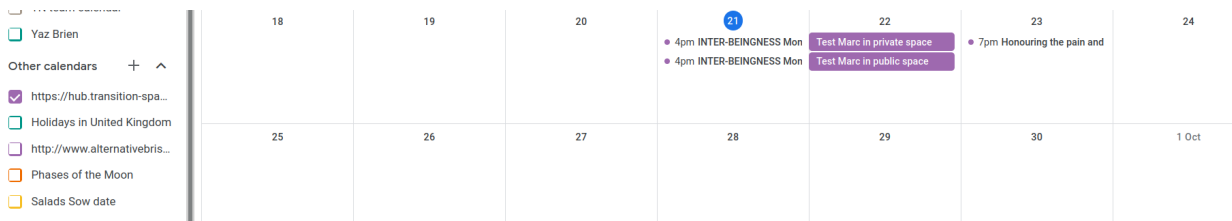


Copy to clipboard

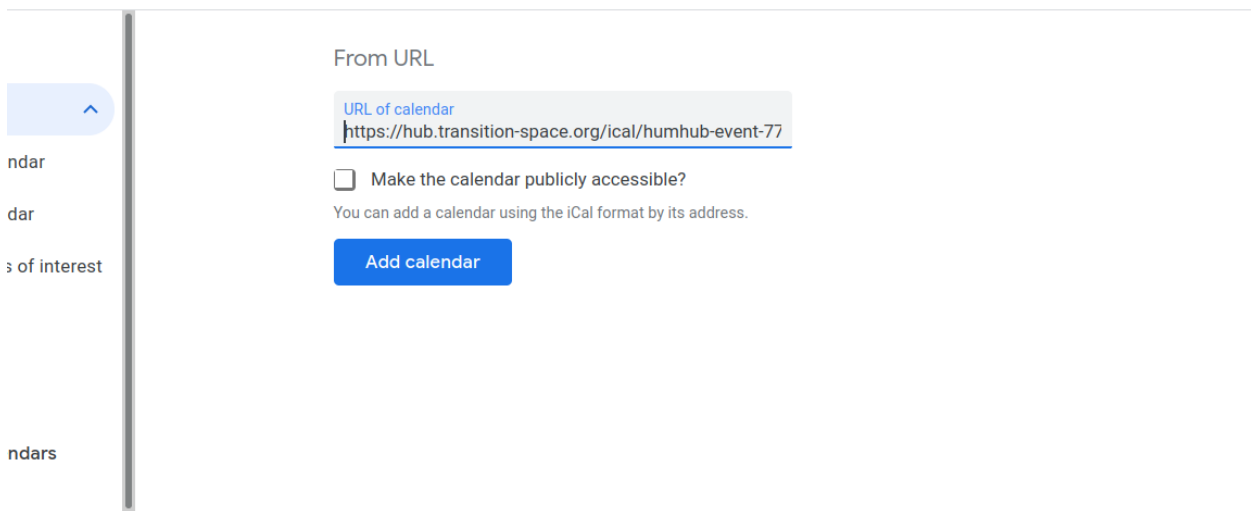
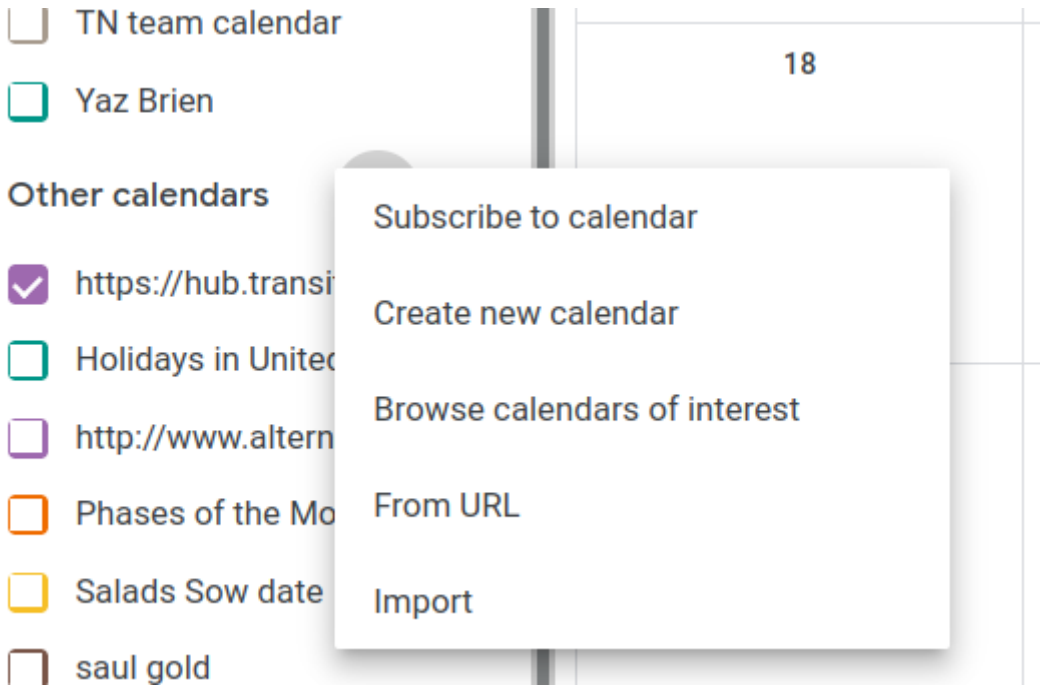
Copy to clipboard.

If you wish to sync with a Google calendar, then visit <https://calendar.google.com/>

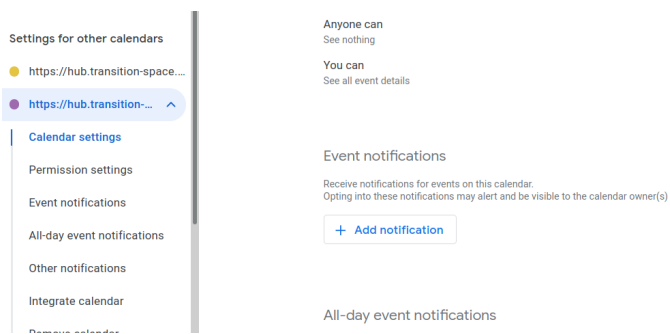
In the left is + icon next to 'other calendars'



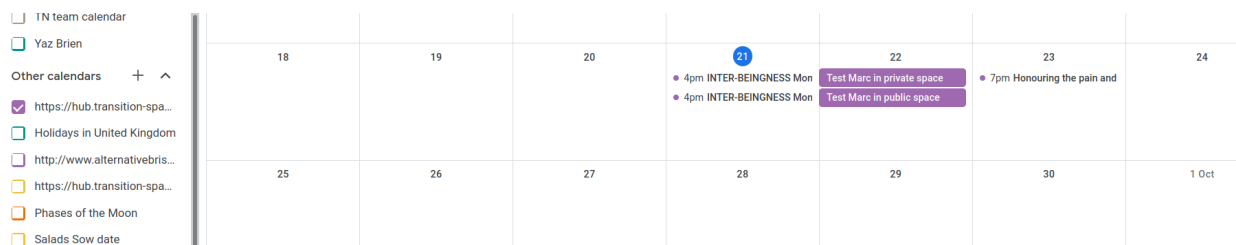
Select 'from URL' menu option, into which you paste the URL (link)



Paste the URL you copied earlier and then click the 'Add calendar' button



In the left pane you should now see your calendar & be able to adjust notifications if you wish to



So long as the calendar is 'ticked' you should now see your hub.transition-space.org events in your Google Calendar

# Timezone

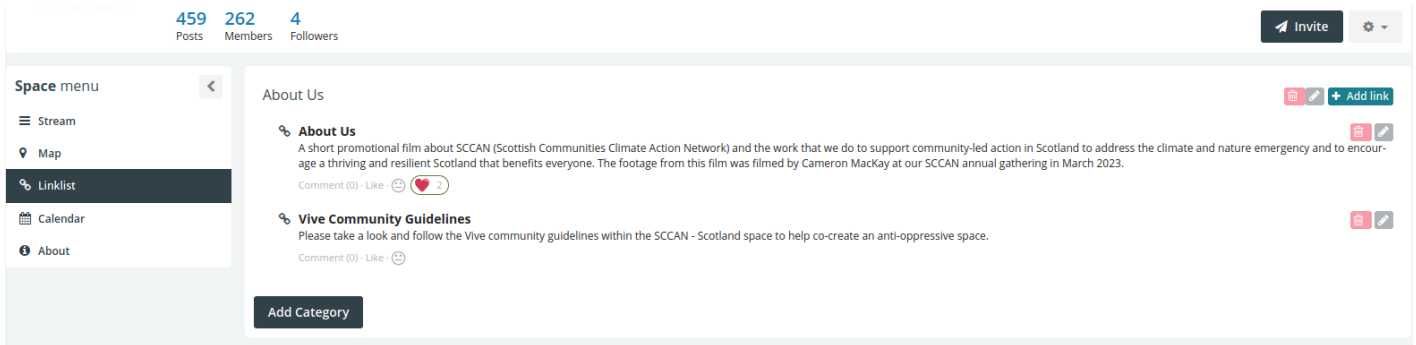
When you signed up you set a local timezone. That can be changed [here](#)

Calendar entries are displayed in your local timezone.

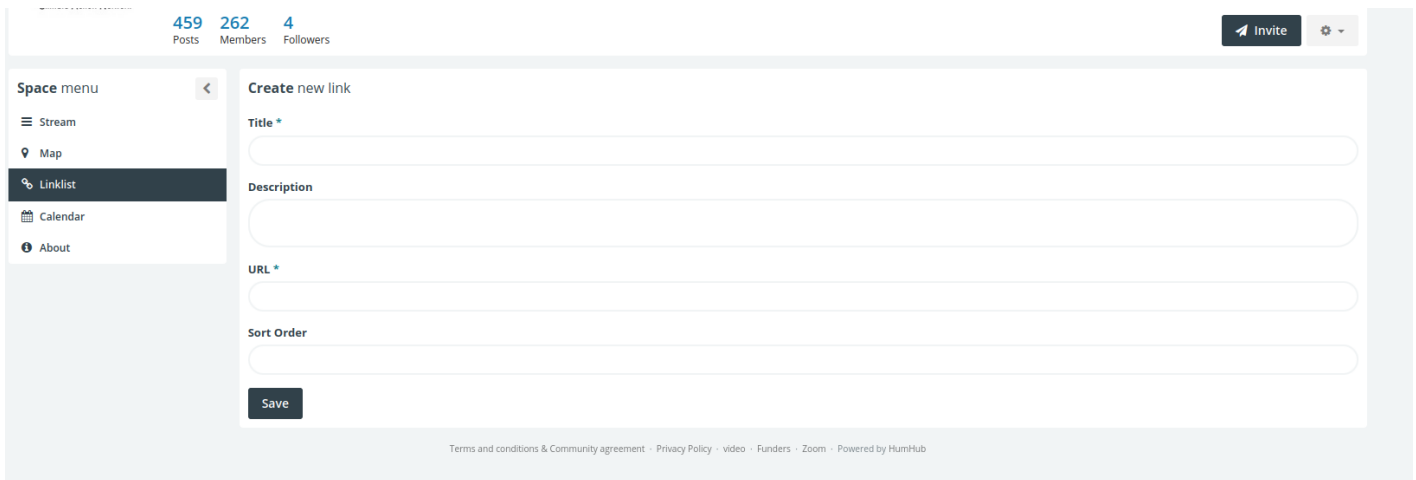
# Linklist

If you have linklist enabled in your space you can

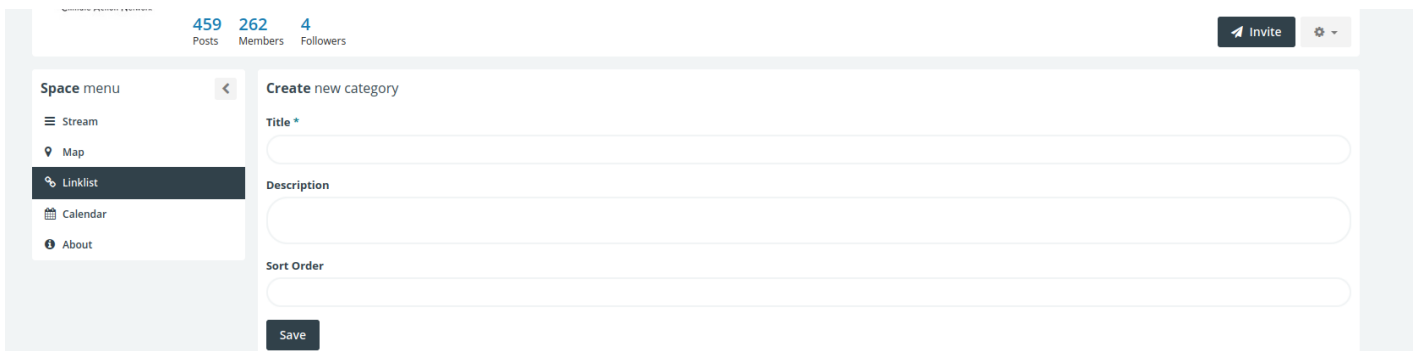
- Add links and comment on links others have posted
- Organize links in categories



Below the new link interface



Below the new category interface



# Request a space

If you would like a new space then just [ask here](#)

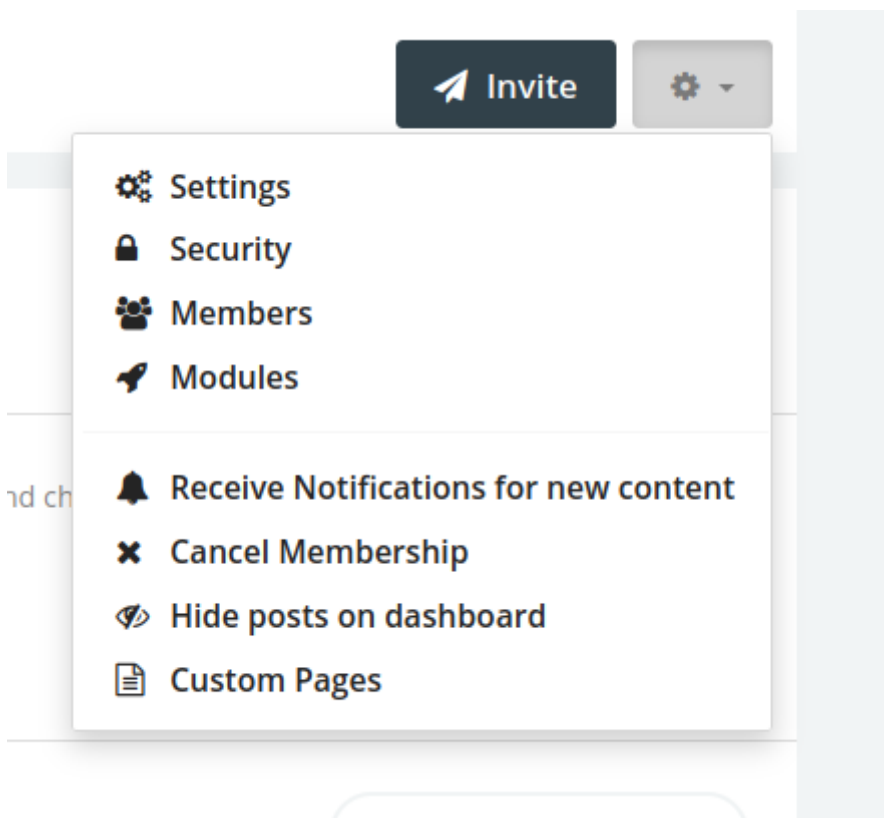
# Space hosts

## Permissions:

Space hosts can configure many of the permissions for their spaces.

They can access these by accessing [https://hub.transition-space.org/s/\\*\\*YOUR-SPACE-NAME/space/manage/security/permissions](https://hub.transition-space.org/s/**YOUR-SPACE-NAME/space/manage/security/permissions)

You access this by clicking on the grey settings wheel in your space and clicking on 'security'



You will then see the settings that can be changed

## Security settings

General

Permissions

Permissions are assigned to different user-roles. To edit a permission, select the user-role you want to edit and change the drop-down value of the given permission.

All

Owner

Administrators

Moderators

Members

Users

Guests

### View analytics ANALYTICS

Allow user to view the statistics of this platform

Default - Deny

### Manage external Calendar EXTERNAL CALENDAR

Allows the user to edit/delete existing external calendar

Default - Deny

### Manage external entries EXTERNAL CALENDAR

Allows the user to edit/delete existing external calendar entries

Default - Deny

### Answer to surveys SURVEY

Allow user to answer to surveys

Default - Allow

### Create surveys SURVEY

Allow user to create surveys

Default - Allow

### Moderate surveys' answers SURVEY

Allow user to edit and delete surveys's answers (but not surveys)

Default - Deny

You can change any of these settings to your preference. If you would like advice about the implications of these settings then please ask in the [space-hosts Mattermost channel](#)

## Notifications

By default, users will have any posts in spaces they are members of added to their daily digest email.



If you want to do a specific notification (a separate email from the daily digest) then you could 'notify all' in the post. This will create a separate email just for that post. It will also create a push notification/popup to users that have enabled that in their browser or mobile device.

# Archive

Space hosts are able to 'Archive' spaces

**Name \***  
Cat pics

**Description**  
Max. 100 characters.

**About**  
Aa B I

Shown on About Page.

**Tags**  
Add tag...

**Blocked users**  
Select user...

Save Unarchive

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When spaces are archived:

- All content is hidden to non-admins. It is no longer searchable (even by members of that space)
- Admins can 'un-archive' it at a later date and make it visible/ searchable by members.
- The content remains accessible to admins even when in an archived state.

# Private organising spaces

On Vive we offer groups private organising spaces. By default these are set as

- Visible as a space to logged in users in the space menu
- request to join
- Default to only members of a space can see the content of a space
- Admins and moderators can choose to make public posts that are visible to people outside of the space.
- Please update the 'about' section to describe the intended use of of the space

# Deleting account

You can delete your account here <https://hub.transition-space.org/user/account/delete>

# Tasks

We are testing the HumHub Tasks module in a few spaces.

This allows you to create and manage projects and their tasks within your HumHub installation. You can collaborate on projects, users can create tasks and assign them to other users. Organize your team, optimize internal workflows and processes and keep track of your objectives.

## Overview of functions and features:

- Creating projects and task lists
- Add subitems and checkpoints to these tasks
- Creating project descriptions with the built-in Richtext editor
- Add files and other attachments to your projects
- Enable scheduling and set deadlines for projects
- Appoint responsible users to review tasks
- Interact using HumHubs like and comment functions

The Tasks module also has an intuitive filtering system, is integrated with the search function and is connected to HumHub's notification system.

[More](#)

# Privacy & data protection

Please see the policy here <https://hub.transition-space.org/legal>

# How we built a social network on open source technology

Please see the [guide here](#)

# Further help

<https://helpdesk.transition-space.org/help/3545223608>