

Research Wiki at St. Louis Post-Dispatch

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Director News Research
St. Louis Post-Dispatch
June 12, 2006

INTRODUCTION

- When: We've been tinkering off and on since April, 2005.
- What: A department reference guide – for research and standard procedures.
- Who: News Research Department only
- Why: We were excited about wikis. We needed a reference. We thought this would be a good fit.
- Where: Our wiki lives on the intranet server

TECHNOLOGY MATTERS

- Include your technology department; ours was very helpful.
- **Select**
- **Install**
- **Begin**

Comparison of Wiki software on Wikipedia

Comparison of wiki software - Wikipedia, the free encyclopedia - Windows Internet Explorer

http://en.wikipedia.org/wiki/Comparison_of_wiki_software

| Installation | Confluence | CorendaWiki | coWiki | DidiWiki | DokuWiki | FlexWiki | Instiki | JSPWiki | MediaWiki |
|-------------------------------------|---|--|-----------------|------------------|--|-------------------|-----------------|--------------------------------------|--------------------|
| Runs on Windows | Yes | Yes | Yes | Yes, with Cygwin | Yes | Yes | Yes | Yes | Yes |
| Ease of installation ^[9] | Easy, Configuration Wizard | Moderately simple | | simple | Moderately simple | Moderately simple | Trivial | Moderately simple | Moderately simp |
| Web-server required | Tomcat included, or use your own servlet container. | Tomcat, Oracle Application Server | Apache with PHP | None (built-in) | Should work on any web server with PHP | IIS | None (built-in) | any servlet 2.3-compliant web server | Apache or IIS with |
| Other software required | Java 1.4 | Java, MySQL or Oracle, Tomcat or Oracle Application Server | MySQL, PHP | none | PHP | ASP | Ruby | Java 1.4 | MySQL, PHP |
| Miscellaneous | Confluence | CorendaWiki | coWiki | DidiWiki | DokuWiki | FlexWiki | Instiki | JSPWiki | MediaWiki |

Features of Openwiki

- Open editing (no password protection yet)
- Tracks changes
 - All edits on a single page
 - All page edits site wide
- Displays differences
- Title Index
- Word Index
- User preferences

Edit tracking

Open Wiki - Recent Changes - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?RecentChanges

File Edit View Favorites Tools Help

Search Bookmarks Diary Your History Sig

Open Wiki... INET My Yahoo! Nexis® - Sign-On

Recent Changes

NRD
News Research Department
SEEK AND WE SHALL FIND

[Front Page](#) | [Recent Changes](#) | [Title Index](#) | [User Preferences](#) | [Random Page](#) | [Help](#)

» [Wiki Rules](#) » [Help On Editing](#) » [Help On Formatting](#) » [Wiki Template](#) » Recent Changes

[major edits](#) [minor edits](#) [minor & major edits](#)
[last 7 days](#) [last 30 days](#) [last 90 days](#)
[minor & major edits of last 7 days](#)

June 10, 2006

| | | |
|---------------------------|--|--------------------------|
| 00:23 [diff] [16 changes] | Wiki Template new | Stlmeinm |
| 00:11 [diff] [3 changes] | Wiki Rules new | Stlmeinm |
| 00:08 [diff] [8 changes] | Military Casualties | Stlmeinm |

June 9, 2006

| | | |
|---------------------------|---|--------------------------|
| 23:52 [diff] [43 changes] | Front Page | Stlmeinm |
| 17:39 [diff] [15 changes] | Government State | stlbolhs |
| 16:50 [diff] [4 changes] | Government Local | stlbolhs |
| 16:27 [diff] [12 changes] | Courts Page | stlbolhs |
| 15:03 [diff] [8 changes] | Courts Federal | stlbolhs |
| 10:09 [diff] [2 changes] | Public Records new | Stlmeinm |

June 8, 2006

| | | |
|---------------------------|------------------------------|----------|
| 18:12 [diff] [55 changes] | Courts State | stlbolhs |
| 17:30 [diff] [16 changes] | Courts Local | stlbolhs |

http://inet.post-dispatch.com/openwiki/ow.asp?RecentChanges

Trusted sites 100%

Index of all pages

Open Wiki - Title Index - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?TitleIndex

Google

File Edit View Favorites Tools Help

Search Bookmarks Diary Your History

Open Wi... Comparison of ... My Yahoo! Nexis@ - Sign-On

Title Index

NRD
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[Front Page](#) | [Recent Changes](#) | [Title Index](#) | [User Preferences](#) | [Random Page](#) | [Help](#)

> [Backgrounding People](#) > [User Preferences](#) > [Front Page](#) > [Recent Changes](#) > Title Index

A B C D E F G H I J K L M N O P R S T U V W

A

- [Afghanistan War](#)
- [Aircraft Accidents](#)
- [Air Disaster](#)
- [Animals Information](#)
- [Auto Track](#)
- [Aviation Background](#)

B

- [Background Check](#)
- [Background Checks](#)
- [Backgrounding ACompany](#)
- [Backgrounding AFire](#)
- [Backgrounding An Aviation Accident](#)
- [Backgrounding Businesses](#)
- [Backgrounding People](#)
- [Backgrounding The Company](#)
- [Backgrounding The Crime Suspect](#)
- [Backgrounding The Fire](#)
- [Backgrounding The Hurricane Or Tornado](#)
- [Backgrounding The Person](#)
- [Backgrounding The Railroad Accident](#)
- [Backgrounding The Traffic Accident](#)
- [Backgrounding The Truck Accident](#)
- [Bureau Of Justice](#)

Trusted sites 100%

User preference options

User Preferences

Front Page | Recent Changes | Title Index | User Preferences | Random Page | Help

> Backgrounding People > Front Page > Recent Changes > Title Index > User Preferences

Username:

Bookmarks:

Edit form columns: rows:

Show pretty wiki links

Show bookmarks on top

Show edit link on top

Show trail on top

Open external links in new window

Show emoticons in text (goto [HelpOnEmoticons](#))

Front Page | Recent Changes | Title Index | User Preferences | Random Page | Help

[Edit this page](#)

[Print this page](#) | [View XML](#)

[Find page](#) by browsing, searching or an index

Edited March 17, 2002 ([diff](#))

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W3C XHTML 1.0 ✓ W3C CSS ✓

http://inet.post-dispatch.com/openwiki/ow.asp?a=fullsearch&txt=UserPreferences&fromtitle=true

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Openwiki: Pros and Cons

PROS

- Easy to install
- Easy to learn
- Easy to use
- Easy to edit

CONS

- Can't customize very much
- Can't use images
- Can't delete or rename pages
- Only simple searches

Editing a page

- Access with a double-click
- Very simple markup language
- Easy linking uses naming convention or brackets.

ThisLinks to the page titled 'ThisLinks'

[ThisLinks Links] to the same page but will display it as 'Links'

- You can substitute a URL for Wiki links

Our template

Open Wiki - Wiki Template - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?WikiTemplate

File Edit View Favorites Tools Help

Open Wiki... STLtoday - Home My Yahoo! Nexis® - Sign-On

Wiki Template

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» [Recent Changes](#) » [Stlmeim](#) » [Front Page](#) » [Wiki Rules](#) » Wiki Template

This is a heading

Headings should be followed by indented texts or lists that may or may not contain links to the web or other wiki pages. This is a link to the [Front Page](#). This is a link to [Google](#).

Bold Text can be used for emphasis and breaks are created by a space lines between blocks of text.

This is another heading

You can add a bulleted list when needed by using the asterix:

- Bulleted Item
- Another one
 - Subbulleted item
 - And another one

Tables

TABLES can be created by simply delineating the fields with double bars like below:

| | | |
|--------|--------|--------|
| field1 | field2 | field3 |
| field1 | field2 | field3 |
| field1 | field2 | field3 |

Trusted sites 100%

Our template in edit mode

Open Wiki - Wiki Template - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?p=WikiTemplate&a=edit

Editing WikiTemplate

[Help](#) | [Help On Formatting](#) | [Help On Editing](#) | [Help On Emoticons](#)

```
=== This is a heading ===
: Headings should be followed by indented texts or lists that may or may not contain links to the
web or other wiki pages. This is a link to the FrontPage. This is a link to [http:\\www.google.com
Google].

: Bold Text can be used for emphasis and breaks are created by a space lines between blocks of
text.

=== This is another heading ===
: You can add a bulleted list when needed by using the asterix:
* Bulleted Item
* Another one
  * Subbulleted item
  * And another one

=== Tables ===
: TABLES can be created by simply delineating the fields with double bars like below:
|| field1 || field2 || field3 ||
|| field1 || field2 || field3 ||
|| field1 || field2 || field3 ||
```

Include page in [Recent Changes](#) list.

Optional comment about this change:

Done Trusted sites 100%

Define your parameters

Open Wiki - Wiki Rules - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?WikiRules

File Edit View Favorites Tools Help

Open ... Log In To ne... My Yahoo! Nexis@ - Sig...

Wiki Rules

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» [Department Procedures](#) » [Backgrounding People](#) » [Research Interview](#) » [Front Page](#) » Wiki Rules

This wiki is not an encyclopedia.

The News Research Wiki is intended as a manual for the News Research Staff.

It is not a compilation of primary source information but a guide to using those resources and a manual for standard department procedures. Think of it as a "how to" manual for our department. How do I background a person? How do I prepare microfilm? How do I edit a wiki page?

A list of all the Missouri Governors would not be appropriate content but a link to and a description of the [Missouri Blue Book](#), its content and uses would be.

Specific news content in the form of published articles is not appropriate content but a description of the scope and uses of the [P-D archives](#) and other [newspaper archives](#) would be.

All pages should be created based on the [Wiki Template](#) with regard to format and heirarchy.

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Show them the Wiki already!!!

1

Front Page

NRD
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The Post-Dispatch News Research Wiki is intended as an internal reference for the News Research Department. Before creating or editing a page, make sure you are familiar with our [Wiki Rules](#).

BACKGROUND CHECKS

- [People](#)
- [Business](#)
- [Candidate Checks](#)
- [Military Casualties](#)

COURTS, CRIME, LAW ENFORCEMENT

- [Courts Page](#)
- [Crime Resources](#)
- [Police And Law Enforcement](#)

DRILLS

- [Aircraft Accidents](#)
- [Railroad Accidents](#)
- [Weather Disasters](#)

EDUCATION

- General [Education Information](#)
- [Public Schools](#)
- [Private Schools](#)

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Backgrounding a person

Backgrounding People

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Before You Start

Before you start your search, make sure you have all known information about the subject. Do we have an age, birth date, middle initial, current address, city or state? A past location can help if a current one is unknown.

Ask why you are looking for the person. Do they want a phone number? A criminal record? A full history? Ask what the story is about and this person's role. Make sure you've had an effective [Research Interview](#).

Verify identity first by cross-referencing information using drivers licenses, voter registrations and other public records. Don't waste time and money finding information on the wrong person.

Comprehensive Reports

The following subscription services will give you a broad range of information on an individual including addresses, relatives and neighbors. Accurint is our baseline. We use all of them when needed.

[Accurint](#)
Generate a comprehensive Accurint report. It will include current and past addresses, phone numbers, vehicle registrations, driver licenses, property, criminal records, neighbors, associates, relatives and people at work.

[AutoTrackXP](#)
[Auto Track](#)'s comprehensive report with associates will give much of the same information as Accurint. Sometimes an individual can be found in [Auto Track](#) who was missing in Accurint and vice-versa.

People Finders

Done Trusted sites 100%

Military Casualties

The screenshot shows a Windows Internet Explorer browser window with the address bar containing the URL <http://inet.post-dispatch.com/openwiki/ow.asp?MilitaryCasualties>. The page title is "Open Wiki - Military Casualties - Windows Internet Explorer". The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar shows several icons, including a home button, a search button, and a "Page" dropdown menu. The main content area of the browser displays the following:

Military Casualties

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Local Casualties

We subscribe to the Department of Defense casualty announcements and have a standard routine for checking for local ties.

When you get an announcement or a name from a reporter run a basic report on [Accurint](#) and check for relatives to the 3rd degree. Search report for any local ties. You may use other services if you come up empty on Accurint but suspect there are local ties.

If you find a local casualty follow the guidelines in [Backgrounding People](#). Be sure to check [PD Archives](#), and other [News Resources](#).

Results should be sent to the Metro staff and the Editor in Charge. cc: the Research group and save all reports to the shared Research folder.

Casualty Sites

You will find several sites dedicated to military casualties on [iLINKS](#). There will be differences between the sites. The one used for our regular published casualty counts is the [AP War Casualty Database](#) which contains casualty information for members of all coalition forces during the war in Iraq. Fully searchable by name, home, incident, status, etc. Contains captured and released POWs as well.

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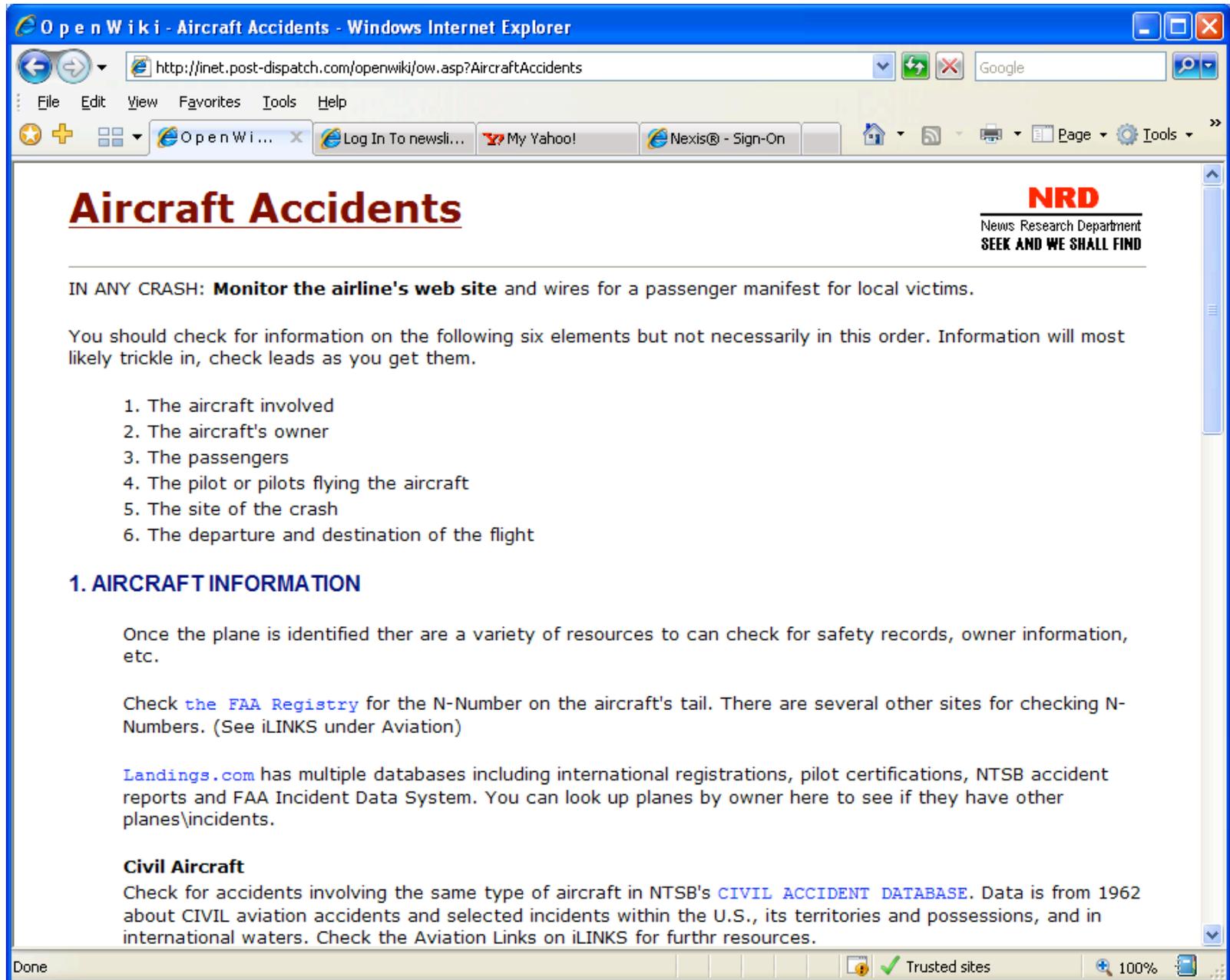
W3C XHTML W3C CSS

Done Trusted sites 100%



Aircraft Accidents

3



The screenshot shows a Windows Internet Explorer browser window. The title bar reads "Open Wiki - Aircraft Accidents - Windows Internet Explorer". The address bar contains the URL "http://inet.post-dispatch.com/openwiki/ow.asp?AircraftAccidents". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The toolbar shows several icons, including a search bar with "Google" and various utility icons. The main content area displays the title "Aircraft Accidents" in a large, bold, red font. To the right of the title is the logo for "NRD News Research Department" with the tagline "SEEK AND WE SHALL FIND". Below the title, the text reads: "IN ANY CRASH: **Monitor the airline's web site** and wires for a passenger manifest for local victims. You should check for information on the following six elements but not necessarily in this order. Information will most likely trickle in, check leads as you get them." A numbered list follows: 1. The aircraft involved, 2. The aircraft's owner, 3. The passengers, 4. The pilot or pilots flying the aircraft, 5. The site of the crash, 6. The departure and destination of the flight. Below the list is the section heading "1. AIRCRAFT INFORMATION". The text continues: "Once the plane is identified there are a variety of resources to can check for safety records, owner information, etc. Check the [FAA Registry](#) for the N-Number on the aircraft's tail. There are several other sites for checking N-Numbers. (See iLINKS under Aviation) [Landings.com](#) has multiple databases including international registrations, pilot certifications, NTSB accident reports and FAA Incident Data System. You can look up planes by owner here to see if they have other planes\incidents." The section "Civil Aircraft" is introduced, followed by the text: "Check for accidents involving the same type of aircraft in NTSB's [CIVIL ACCIDENT DATABASE](#). Data is from 1962 about CIVIL aviation accidents and selected incidents within the U.S., its territories and possessions, and in international waters. Check the Aviation Links on iLINKS for furthr resources." The status bar at the bottom shows "Done", a "Trusted sites" icon, and "100%".

Aircraft Accidents

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IN ANY CRASH: **Monitor the airline's web site** and wires for a passenger manifest for local victims.

You should check for information on the following six elements but not necessarily in this order. Information will most likely trickle in, check leads as you get them.

1. The aircraft involved
2. The aircraft's owner
3. The passengers
4. The pilot or pilots flying the aircraft
5. The site of the crash
6. The departure and destination of the flight

1. AIRCRAFT INFORMATION

Once the plane is identified there are a variety of resources to can check for safety records, owner information, etc.

Check the [FAA Registry](#) for the N-Number on the aircraft's tail. There are several other sites for checking N-Numbers. (See iLINKS under Aviation)

[Landings.com](#) has multiple databases including international registrations, pilot certifications, NTSB accident reports and FAA Incident Data System. You can look up planes by owner here to see if they have other planes\incidents.

Civil Aircraft

Check for accidents involving the same type of aircraft in NTSB's [CIVIL ACCIDENT DATABASE](#). Data is from 1962 about CIVIL aviation accidents and selected incidents within the U.S., its territories and possessions, and in international waters. Check the Aviation Links on iLINKS for furthr resources.

Our Local Court Access

Courts Local

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Searching local courts is a particular problem. Illinois courts are for the most part not online at all, and the supposedly comprehensive Missouri court site doesn't include the biggest counties in our Metro area.

Missouri

Casenet

This state-wide court record system is very much a work in progress. On the plus side, they have 38 of the state's 45 circuits (plus part of another). But the ones they don't have include St. Louis City and County (they do have probate court records for those, but nothing else), Jefferson County and Greene County (which is where Springfield is located). St. Louis City is searchable below, but for the rest, we are currently stuck with requesting records the old fashioned way. **St. Charles County**, along with the local Metro Area counties of **Franklin, Lincoln, Warren** and **Washington** are all searchable here. Format is not ideal -- you have to click on each of the various tabs separately to get parties, attorneys, docket report, etc.

St. Louis City - 22nd Circuit

St. Louis is the 22nd Judicial Circuit, and has its own searchable website operated by the Court Clerk, Mariano Favazza. Criminal and civil have to be searched separately. There are files here that go back at least to 1988. Not a lot of information, mainly docket reports (lists of hearings and/or document filings with dates and VERY brief descriptions).

St. Louis County - 21st Circuit

Only probate court is searchable here. For anything else, or for older probate cases, contact Tiffany Jenkins in the Criminal / Traffic Division. Best way is to fax a request for documents to her attention at 615-2689. Her phone number is 615-2675. It generally takes 3-5 business days to process a request.

Jefferson County - 23rd Circuit

Call the clerk at 636-797-5443. Clerk will search their database and send copies of documents for \$1 apiece.

Illinois

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News Research Docs

Open Wiki - Department Procedures - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?DepartmentProcedures

Department Procedures

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This page is meant to provide information on routine tasks performed by the News Research Department.

- [Check In](#)
- [Early Feed](#)
- [Media Grid](#)
- [Microfilm Procedures](#)
- [Morning Paper Distribution](#)
- [Printing Microfilm](#)
- [Public Requests](#)
- [Save XTQ](#)

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Search

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Paper distribution

Open Wiki - Paper Distribution - Windows Internet Explorer

http://inet.post-dispatch.com/openwiki/ow.asp?PaperDistribution

File Edit View Favorites Tools Help

Open Wi... x Log In To newsli... My Yahoo! Nexis@ - Sign-On Page Tools

Paper Distribution

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Morning Paper Sort

Every morning after the bundles are picked up they are to be sorted. We need 8 copies of everything except inserts set aside for specific use in News Research as follows:

- Display - 1 copy (all editions and all zones)
- Production - 1 copy (all editions and all zones)
- Microfilm - 1 copy (all editions and all zones)
- UMI - 1 copy (all editions and all zones)
- Newsbank - 1 copy (all editions and all zones)
- Mike - 1 copy (last edition and all final Metro sections)
- Backups - 2 copies (all editions and all zones)

Here are specific instructions for each copy:

For all copies below please order the zones: West, South, North, St. Clair, Madison, Alton, St. Charles, Jefferson County.

Display - one copy of the Main and Illinois editions should be saved to put on display for newsroom use. (To be designated).

Production - (ALL) Set one copy of each section/edition/zone on the production table for archiving.

Microfilm - (ALL) Save one copy of each edition of the paper, including classifieds and zones for the person doing microfilm. The microfilm copies should be labeled and placed on the production table for processing that day. (See complete instructions on Microfilm).

Done Trusted sites 100%

News Research Accounts

The screenshot shows a Windows Internet Explorer browser window with the title bar 'Open Wiki - News Research Accounts - Windows Internet Explorer'. The address bar contains the URL 'http://inet.post-dispatch.com/openwiki/ow.asp?NewsResearchAccounts'. The browser's menu bar includes 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help'. The toolbar shows several icons, including a search bar with 'Google' and a 'Trusted sites' indicator. The main content area features a large red heading 'News Research Accounts' and a logo for 'NRD News Research Department' with the motto 'SEEK AND WE SHALL FIND'. Below the heading, a paragraph states: 'Passwords are maintained separately. See Mike if you don't have one you need.' The page lists several research services with brief descriptions: '10 K Wizard' (SEC filings), 'Accurint' (background research), 'AutoTrack' (background on people and business), 'BigChalk' (newspaper and magazine database), 'Blackwell Synergy' (journal database), and 'BRB Public Records' (government and public records sites).

News Research Accounts

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[Passwords](#) are maintained separately. See Mike if you don't have one you need.

[10 K Wizard](#)
SEC filings are available here. 10K and 8K filings, which provide financial statements of the company can be found here. Insider trading can be tracked here as well.

[Accurint](#)
Accurint is a broad-based database for doing background research on a person or company. A person's relatives, personal property, assets and professional licenses can be searched. For businesses, corporate filings are available as well as Dun & Bradstreet Reports. Search for Delaware Corporations can be done on Accurint as well.

[AutoTrack](#)
Very similar to Accurint, background on people and business can be conducted on Autotrack. This is another place to check as some information available on Autotrack is not available on Accurint and vice-versa.

[BigChalk](#)
Bigchalk is a newspaper and magazine database. Generally check Nexis news and Factiva prior to checking Bigchalk when looking for a specific publication.

[Blackwell Synergy](#)
This database contains Agriculture and Aquaculture journals, Art, Animal Science, Business, Economics, Engineering, Math, Medicine, Science, Social Science and Technology journals. Check this database for journal articles that Tina Hesman or Eric Hand request.

[BRB Public Records](#)
BRB is a gateway site that provides links to government and public records sites. Many of these sources are free and can be found elsewhere.

Done Trusted sites 100%

The Future

Project teams

Training materials for other departments

Cops list – Reporter Sources

Institutional history

An encyclopedia on St. Louis?

Thank You!