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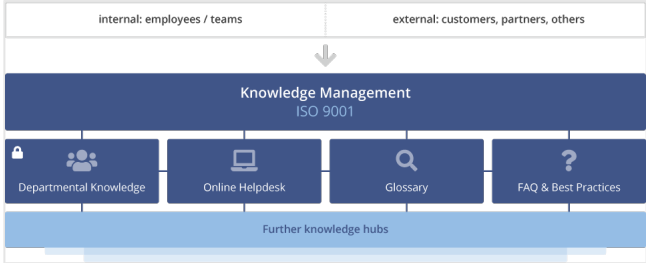
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QM:Minutes

Tour 1 Knowledge Base

next: Organizations and customers

A **knowledge base** is a place where knowledge of a company, a department or a team can be collected centrally. This is where employees gather their team and department knowledge and companies use it to provide an online helpdesk to answer frequently asked questions (FAQs) and share best practices.



Last but not least, you'll find information about products, services, events, organizations, locations and partnerships.

Wikis as Knowledge Base

Wikipedia and its sister projects are certainly the most popular knowledge bases. Wikis are created to easily and collaboratively dynamically supplement or update knowledge. Different contributions are quickly linked to each other. As time goes by, wikis become more and more valuable as the connections become richer and more complex.

Wikis and especially the wikipedia software MediaWiki is designed in such a way that knowledge can be merged and individual wikis can be combined.

Example pages

Organizations and customers

Customers Customer installations

Examples of customer documentation.

Show 10 entries

	Subscription	Short
IT Competency/Competency Wiki	Premium	Internal
Sound Waves LLC/Production system	Standard	Platform
Top Health Physio/Health Wiki	Standard	Public v
Top Health Physio/Health Wiki Test System	Standard	Public v

Employees query

Show 10 entries

Name	Telephone	Department
Angelika Müller	+49 941 660 80 197	Marketing & Sales
Florian Bäckmann	+49 941 660 80 182	Service & Support
Florian Müller	+49 941 660 80 185	Marketing & Sales
Lydia Willis	+1 212-276-0684	Management Board
Maddison Browne	+1 707-932-510	IT
Nathan Dawson	+1 337-218-3155	IT & Organization

Meeting minutes

< Pichler, Ursula Gerstmair, Hu Cheng

Topic
view of open leads
ategy: customer relations
w pricing concept
of meeting

IT

2021-07-02

New

- IT/2021-05-30

Calendar

< > Today

April 2022

Mon	Tue	Wed	Thu	
28	29	30	31	General meeting
4	5	6	7	
Ba Spring conference				
11	12	13	14	Opening location MUC General meeting
18	19	20	21	

Encyclopedic article

Introduction

With more than 165,000 inhabitants, Regensburg is the fourth-largest city in the State of Bavaria after Munich, Nuremberg and Augsburg.^[1]

The medieval centre of the city is a UNESCO World Heritage Site [\[2\]](#). In 2014, Regensburg was among the top sights and travel attractions in Germany.

Regensburg has three universities and is one of 3 regional centers in Bavaria.

Throughout the centuries, the city was known by a variety of names. It is still known in the Romance languages by a cognate of its Latin name of "Ratisbona" (the version "Ratisbon" was long current in English).

Between 1135 and 1146, the Stone Bridge across the Danube was built at Regensburg. This bridge opened major international trade routes between northern Europe and Venice, and this began Regensburg's golden age as a residence of wealthy trading families.

Regensburg became the cultural centre of southern Germany and was celebrated for its gold work and fabrics.

Geography

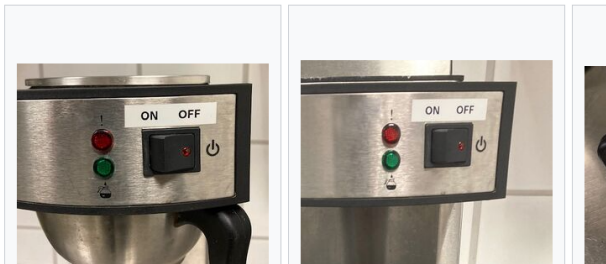
Topography

Regensburg is situated on the northernmost part of the Danube river at the geological crossroads of four distinct landscapes:

Operating instructions

Coffeemaker

⚠ Never fill in water without immediately brewing coffee. Flooding can occur if the tank is filled again afterward.



Product description

Product description

- Eine stabile Faltschachtel aus brauner Wellpappe.
- Dieser Karton ist theoretisch bis 20 Kg belastbar, je nach Einsatzzweck.
- Einwellige Kartonagen sind optimal für leichte bis mittelschwere Güter.
- Dieser Karton ist eine optimale schützende Verpackung.

Product pictures



Page template "Event"

Customer Summit 2023

Date / time:	06/26-28 - 9:00 a.m. - 4 p.m.	Venue:
Organizer:	Marketing	Venue contact:
Person responsible:	M. Williams	Status:

Contents [\[show\]](#)

Initial planning phase

Task	Owner	Deadline	Started	
------	-------	----------	---------	--

Page template "Policy"

Travel reimbursement

Overnight stays

Accommodation costs that cannot be proven with receipts are to be reimbursed at a flat rate of €50 per insofar as they were unavoidable and reasonable. An overnight stay of up to €120 is usually considered i amount of €120 will only be reimbursed if there is a justified exceptional situation (trade fairs) and the si the business trip together with the business trip application.

Roles and responsibilities

Roles and responsibilities related to this policy

Role	Currently assigned	
------	--------------------	--

Page template "Status report"

ChatBot introduction

3	Business review
4	Measures
4.1	Number of ChatBot requests per month
4.2	Costs (up to 5000 requests/month)
4.3	Expected lead generation
5	Accompanying Documents

Executive summary [\[edit\]](#) [\[edit source\]](#)

The introduction of a chat bot as marketing/sales support was decided by management in 2022. The evaluation of vario progressed so far that a decision can be made. The following information provides an overview of the findings from the

Details

Onboarding checklist (form)

Before the first day at work

- Administration
- ☒ Create personnel file
- ☒ Request documents (health insurance card, so

- Work station
- ☐ Computer
- ☐ E-mail address
- ☐ VoIP, phone number
- ☐ Software licenses
- ☐ Office key
- ☐ Parking permit

Calendar


New event page:	New page with multiple events:
-----------------	--------------------------------

Coffeemaker

Product description

- Material: (case and basket filter holder) stainless steel
- Incl. Stainless steel insulated pump jug 2.2 liters (inside glass and outside stainless steel)
- Brewing time approx. 5 - 6 min.
- Dry run protection
- Weight: 9 kg
- Dimensions: W 195 x L 360 x H 550
- Content: Pumping jug: 2.2 liters
- Connection: 230 V - 50 Hz - 1.9 kW

How to brew coffee

 Never fill in water without immediately brewing coffee. Flooding can occur if the tank is filled again afterwards!



1. Place the empty **coffee pot** on the machine without the **pumping rod**.



2. **Turn on** the coffemaker. If water has already been added, it will start running through.



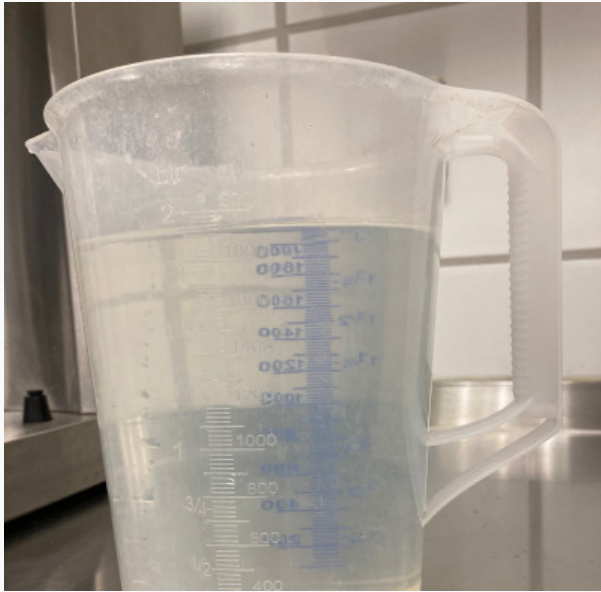
3. Put a **coffee filter** in the filter pan.



4. Add **8 measuring spoons** in the coffee filter. Use the correct spoon.



5. Attach the **filter pan** to the machine.



6. Fill the provided **measuring cup** with water to the 2 liters mark.



7. Pour the content of the measuring cup into the **water reservoir**.



8. After the coffee is ready, place the **pump stick** in the coffee pot.



9. **Enjoy your coffee!**

Customers

Customer projects

View and create customers

F

- [Finance Miller, Money and Me](#)

H

- [Hallo Welt! GmbH](#)

I

- [IT Competency](#)

K

- [Kitchensink Test Company](#)

M

- [MG Laser Consult](#)

O

- [Outdoor World XYZ](#)

S

- [Sound Waves LLC](#)

T

- The Whatever Company

Y

- YourCompany

Employees Query

This page shows a query of the data from the user profiles.

Maxi letter

Maxi letter box with measurements 115x115x45 mm

Contents

1 Product description 18

2 Product pictures 18

3 Product data 18

4 Bulk prices 19

5 Delivery time and terms of delivery 19

6 Calculation 19

7 Ordering 19

8 Data sheet 19

Product description

- A sturdy folding box made of brown corrugated cardboard.
- This cardboard box is theoretically loadable up to 20 kg, depending on the intended use.
- Single wall cardboard boxes are optimal for light to medium weight goods.
- This cardboard box is an optimal protective packaging.

Product pictures



Open



Closed



Unfolded

Product data

Label	Value
Item number:	67987745-1
Inside dimensions:	115 x 115 x 45 mm
Outside dimensions:	135 x 120 x 50 mm
Girth:	47,5 cm
Construction type:	Fefco 0427
Quality:	E 1.2 (1,5 mm)
Color:	braun
Weight:	0,04 kg

Label	Value
Volume:	0,6 l
Palette size:	1200 x 800 x 2000 mm
Printable:	yes
Pieces per package:	800
Pieces per palette:	9600

Further sizes upon request

Bulk prices

We grant the following prices (incl. VAT)

- from 50 pieces: 0.62 EUR each
- from 100 pieces each 0.48 EUR
- from 250 pieces each 0.37 EUR
- from 500 pieces each 0.33 EUR
- from 1000 pieces each 0.29 EUR

Delivery time and terms of delivery

- Delivery within a week
- Delivery after payment only

Calculation

Production: 0.15 EUR per piece

Shipping (extra): 20 EUR

Ordering

- At [Amazon](#)

Data sheet

- [Media:Maxi_letter_-_Data_sheet.pdf](#)

Minutes

Tour 1 [Knowledge Base](#) < [Employees query](#)

next: [Company calendar](#)

Jour fixe

The *Jour fixe* meeting minutes are created using different templates for each department. The minutes are organized as subpages of each department main page.

Management

- [Management/2022-03-15](#)
- [Management/2022-02-21](#)

Marketing and Sales

There are no meeting minutes

IT

There are no meeting minutes

Documentation

- [Tech-writing/2022-01-21-Q2-Planning](#)

Support team meetings

Using the button below, you can create minutes with a form.

Tour 1 [Knowledge Base](#) < [Employees query](#)

next: [Company calendar](#)

Onboarding

[New onboarding checklist](#)

All checklists

- [Williams Monique](#)

Regensburg

Regensburg (from Latin *Castra Regina*, also lat. *Ratisbona* and *Ratispona*) is the capital of the administrative district Upper Palatinate with seat of the government of the Upper Palatinate as well as the district administrator of the district Regensburg and an independent city in Eastern Bavaria.

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Introduction

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Between 1135 and 1146, the [Stone Bridge](#) across the [Danube](#) was built at Regensburg. This bridge opened major international trade routes between northern Europe and [Venice](#), and this began Regensburg's golden age as a residence of wealthy trading families.

Regensburg became the [cultural](#) centre of southern Germany and was celebrated for its gold work and fabrics.



View of Regensburg

Geography

Topography

Regensburg is situated on the northernmost part of the Danube river at the geological crossroads of four distinct landscapes:

- to the north and northeast lies the Bavarian Forest (Bayerischer Wald) with granite and gneiss mountains, wide forests and its national park
- to the east and south-east is the fertile Danube plain (Gäuboden) which are highly cultivated loess plains
- the south is dominated by the tertiary hill country (Tertiär-Hügelland), a continuation of Alpine foothills
- to the West is Franconian Jura (Fränkische Jura)

Loading map...

Climate

The climate in Regensburg is categorized in the Köppen climate classification as Dfb (humid continental). The average temperature of 8.5 °C is slightly above the German average (7.8 °C), the average precipitation of 636 mm per year below the German average (approximately 700 mm). With a total of 1670 sunshine hours per year, Regensburg is roughly 120 hours above German average.^[2]

The warmest month of the year, on average, is July. The coolest month of the year, on average, is January.

Gallery



City view



Stone Bridge



Bruckmannndl



Stone Bridge detail

Culture

Theaters

The Regensburg Theater at the Bismarckplatz is 200 years old and is the most important theater of the city. Operas, operettas, musicals and ballets are shown. In summer, open-air performances are carried out as well. With the theater at the Bismarckplatz as the oldest and largest one, the Regensburg theater has four other stages with programmes that complement each other:^[3] in the *Neuhaussaal* of the theater at the Bismarckplatz, concerts by the Philharmonic Orchestra Regensburg take place. The Velodrom Theater presents musicals and plays. In the Haidplatz Theater mainly literary and modern plays are performed, whereas the Turmtheater at the Goliathplatz shows modern plays as well, but also cabarets, musicals and plays for children.

Events

Twice a year takes place the Regensburg Dult, the city's Volksfest, which is Bavaria's fourth largest. The Bürgerfest (citizen celebration) in the Old Town is every two years, attracting over 100,000 visitors. Every second weekend in July, knights and other medieval people come together at the Regensburg Spectaculum, a medieval market, on the Stone Bridge. Every December, there are several Christmas markets all over the city.

Nightlife

With over 500 bars, restaurants, clubs and other locations in the inner city alone, Regensburg provides a rich and diverse nightlife due to its young population.

Footnotes

1. ↑ <https://www.regensburg.de/buergerservice/statistik>
2. ↑ http://www.physik.uni-regensburg.de/forschung/wegscheider/gebhardt_files/skripten/EuropaeischeWetterlagen.Hagner.pdf
3. ↑ <http://www.regensburgtravel.com/theater.html>

External links

- [City website \(in German with international pages\)](#)