

Structure & Navigation

The **iLRN Codex** is designed to be simple, intuitive, and scalable. Its structure mirrors how we operate as a global network: people and projects organized into clear containers, with fast paths from context to action.

The Building Blocks

- **Book Shelves (Collections of Books)**

Top-level containers that group related **Books**. Use Shelves to reflect major domains (e.g., *Conference Operations*, *Virtual Campus & Events*, *Partnerships & Development*, *Knowledge Repository*). If you're unsure where something belongs, start by choosing the right Shelf.

- **Books (Domains of Work)**

Each Book covers a focused area (e.g., *Conference 2026*, *Volunteer Management*, *Social Media & Comms*). Think of Books as operational handbooks for a domain.

- **Chapters (Functional Areas)**

Subsections inside a Book that cluster related processes, roles, or work streams (e.g., within *Conference 2026*: *Special Tracks*, *Keynotes*, *Registration & Fees*).

- **Pages (Single Source of Truth)**

The atomic unit where decisions, responsibilities, templates, and updates live. Pages are the authoritative record—if it isn't in the Codex, it isn't real.

- **Templates, Forms & Checklists (Action Assets)**

Embedded or linked Tally forms, Google Docs, and checklists that turn information into action (e.g., *Program Committee Update Form*, *Speaker Intake Checklist*).

- **Tags & Cross-Links (Connectivity Tissue)**

Tags connect related work across Shelves; cross-links stitch Pages together so people can jump from context to execution.

How to Navigate

1. **Start at the Shelf**

Pick the Shelf that matches your domain (e.g., *Conference Operations*). This reduces misfiling and speeds discovery.

2. **Open the Relevant Book**

Within the Shelf, choose the Book for your responsibility (e.g., *Conference 2026*).

3. **Drill into the Chapter**

Find the functional area (e.g., *Special Tracks*). Chapters keep role-specific materials together.

4. **Work from the Page**

Use the Page as the single source of truth. Capture updates, assign stewards, and launch tasks from here.

“ **Fast path:** When in doubt, use search—then add a cross-link so the next person won’t have to search.

Core Shelves (Quick Map)

- **Overview & Governance**

Books: Welcome to the Codex, Codex Orientation, Structure & Navigation, Governance & Roles

- **Conference Operations**

Books: Conference 2026, Registration & Fees, Publications & Proceedings, Keynotes & Featured Speakers

- **Virtual Campus & Events**

Books: Frame VR Campus, Webinars & iLEAD Workshops, Community Debates (Thirsty Scholar)

- **Partnerships & Development**

Books: Sponsors & Partners, Grants & Fundraising, Strategic Alliances

- **Knowledge Repository**

Books: iLRN Repository (Evidence & Exemplars), Methods & Measures, Platforms, Devices & Accessibility

(Adjust shelf names to your exact taxonomy as the Codex matures.)

Cross-Linking for Clarity

- Link **role pages** ↔ **process pages** (e.g., *ST Chair Role* ↔ *Special Track Update Workflow*).
 - Link **context pages** ↔ **action assets** (e.g., *Program Committee Updates* ↔ *Tally: Add PC Member*).
 - Add “**See also**” sections at the bottom of Pages to surface adjacent workflows.
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Best Practices

- **Capture First:** New requests land in the correct Page immediately (no private docs as the source).
 - **Breadcrumbs Matter:** Use the navigation trail (Shelf → Book → Chapter → Page) to keep orientation.
 - **Name Things Well:** Page titles should start with the noun of record (e.g., *Program Committee — Special Track 6*).
 - **One Page = One Promise:** Each Page should answer, “Who owns this, what happens next, and how do we know it’s done?”
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Design Principle

The Codex prioritizes **findability** → **actionability** → **accountability**. Shelves get you to the right neighborhood, Books to the right house, Chapters to the right room, and Pages to the exact workbench—complete with the tools to act and the logbook to prove it.

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