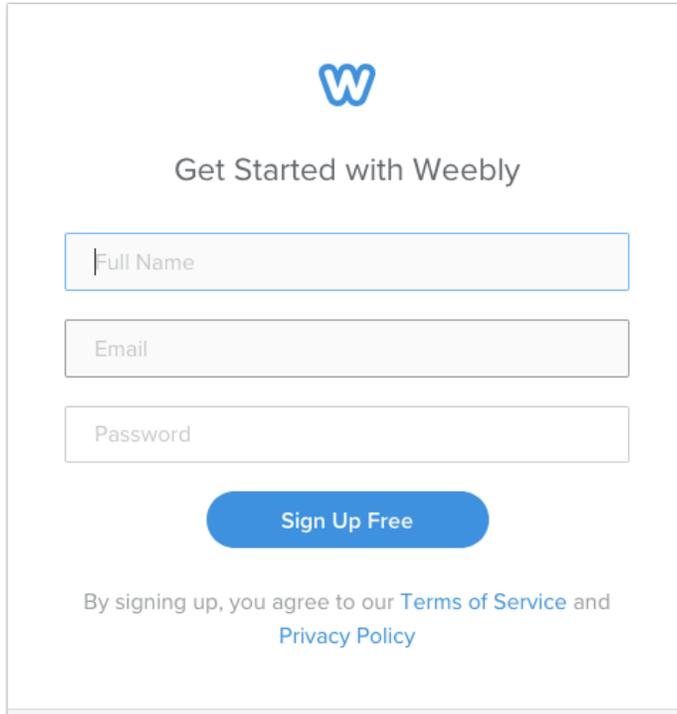


# Weebly

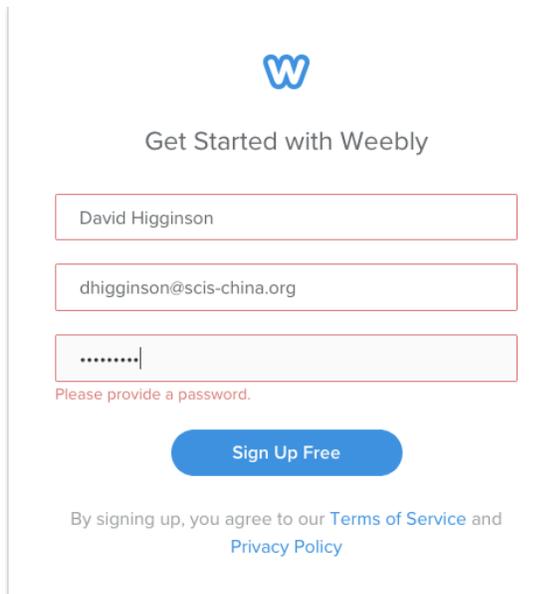
Use this guide to create your own Weebly Website

Setting up your account



The image shows a clean, empty Weebly sign-up form. At the top center is the blue Weebly 'W' logo. Below it is the heading 'Get Started with Weebly'. There are three input fields: 'Full Name', 'Email', and 'Password'. Below the fields is a blue rounded button labeled 'Sign Up Free'. At the bottom, there is a line of text: 'By signing up, you agree to our [Terms of Service](#) and [Privacy Policy](#)'.

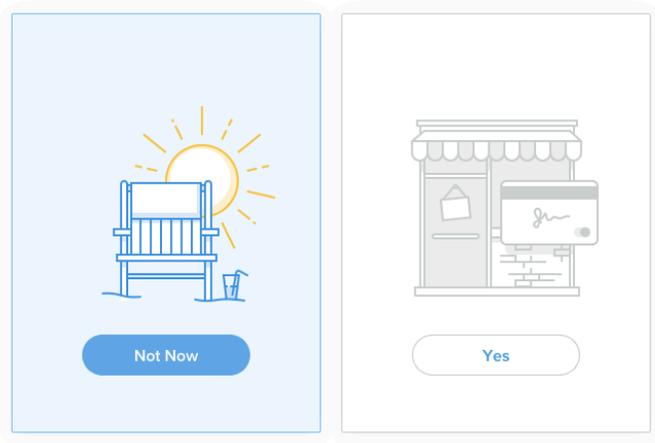
Enter in your name, school email address and a new strong password/passsharse



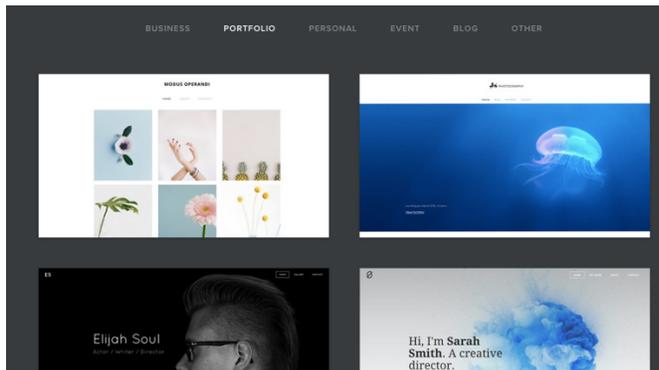
The image shows the same Weebly sign-up form as above, but with example data entered. The 'Full Name' field contains 'David Higginson', the 'Email' field contains 'dhigginson@scis-china.org', and the 'Password' field contains a series of dots. Below the password field, there is a red error message: 'Please provide a password.' The 'Sign Up Free' button is still present. At the bottom, the text reads: 'By signing up, you agree to our [Terms of Service](#) and [Privacy Policy](#)'.

Select Not Now

Do you want to sell online?



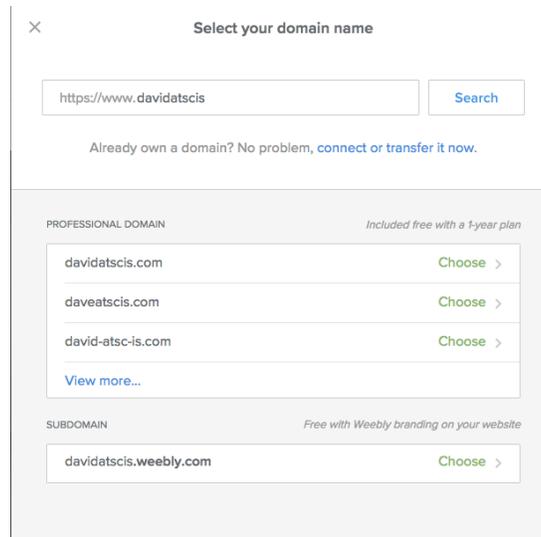
Browse through the optional themes – I recommend choosing portfolio as it easy to use and can present your information clearly.



Weebly will now create a preview of the pages that your website will contain.

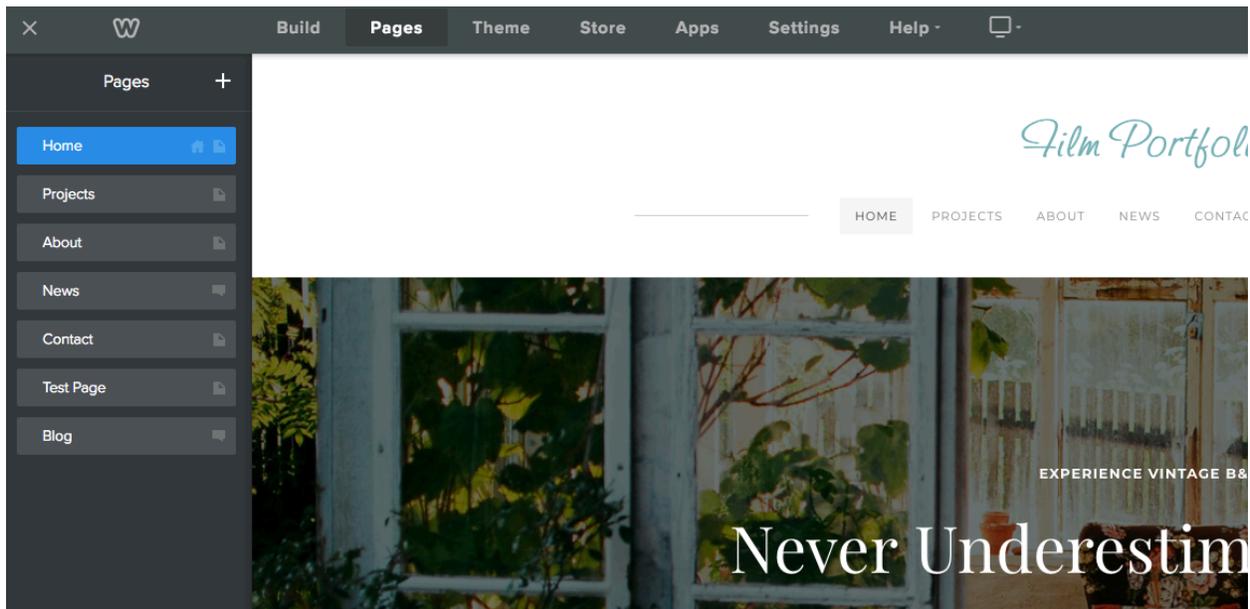


You will now need to choose a URL or Web Address for your Weebly website. We will use subdomain for this; this means that the website will have weebly in the URL. I went for *dauidatscis* yours should be *your name at film*.

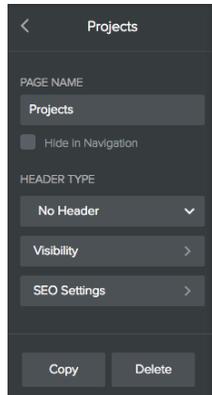


The screenshot shows a 'Select your domain name' dialog box. At the top, there is a search input field containing 'https://www.dauidatscis' and a 'Search' button. Below this, a link reads 'Already own a domain? No problem, [connect or transfer it now](#).' The main content is divided into two sections: 'PROFESSIONAL DOMAIN' (noted as 'Included free with a 1-year plan') and 'SUBDOMAIN' (noted as 'Free with Weebly branding on your website'). Under 'PROFESSIONAL DOMAIN', three options are listed: 'dauidatscis.com', 'daveatscis.com', and 'david-at-sc-is.com', each with a 'Choose >' button. A 'View more...' link is also present. Under 'SUBDOMAIN', one option is listed: 'dauidatscis.weebly.com' with a 'Choose >' button.

Now you can start to edit the website. Before you change anything you should consider what pages you want to have. Perhaps you could have a page for each unit as well as a Home Page, About Me and Contact Page – if there were 4 units then you would have a total of 7 pages. Go to Pages at the top of the screen and then change the names/delete or add the pages that you want to have in your website.



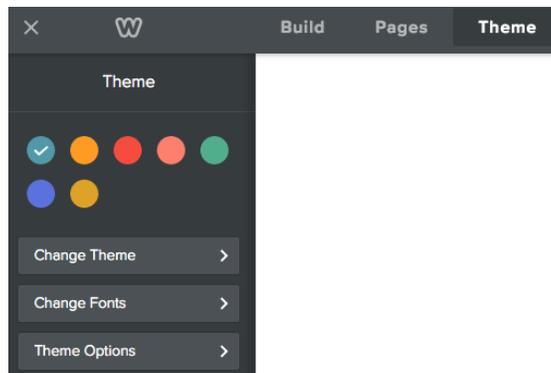
If you want to **delete** or **change** a page title, simply click on the page and make the amendments as is shown below.



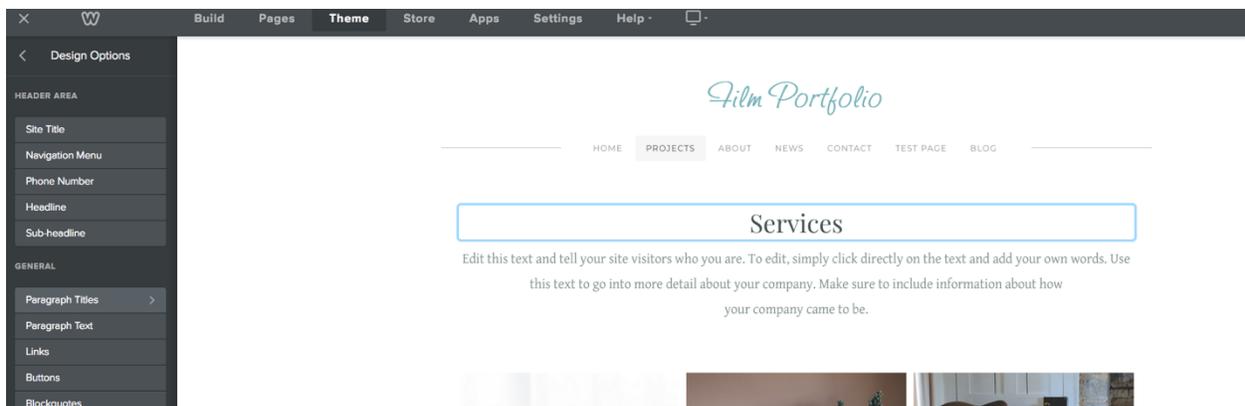
## Common Tasks

How to change the font style

To change the font style in your website click on Theme at the top and then Change Fonts

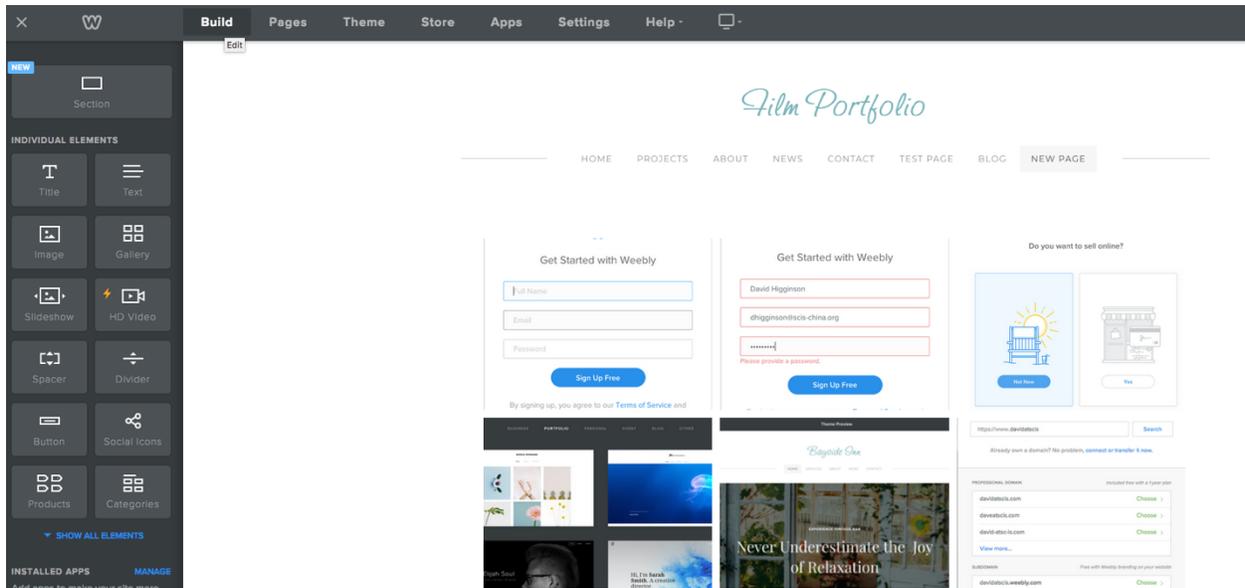


When you click on one of the Design Options it will automatically highlighted on your webpage so that you know what changes you are implementing. Do not use more than 3 fonts in your website.



## Adding Images/Gallery

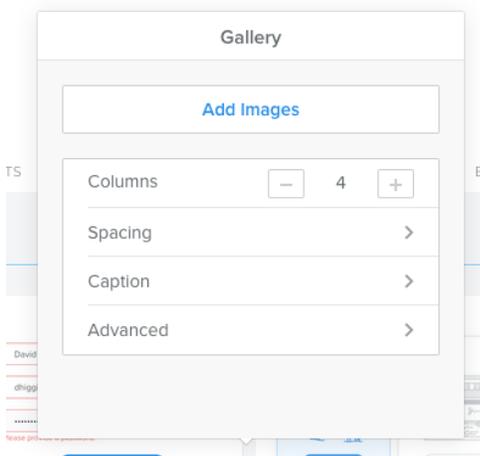
To add images to create a gallery simply click Build and then Gallery



You will then need to upload images that you want to add to your gallery; you can also update this later.



After you have added the gallery you can edit it further by clicking on it. You should explore the different options available as shown below.



## Testing

After you make any change to a website you should test it on another tab! To do this, first you will need to Publish it – click the button in the top right corner. Then copy and paste the URL (see below) into the new tab and refresh the screen. It would be a good idea to save this into your bookmarks for future testing.

To get your URL click on Settings and then General

