

Personal Project Guide to Creating and Managing Pages in Weebly

To add, delete or re-order individual pages within a weebly site, click the "Pages" tab in the blue toolbar along the top of the screen

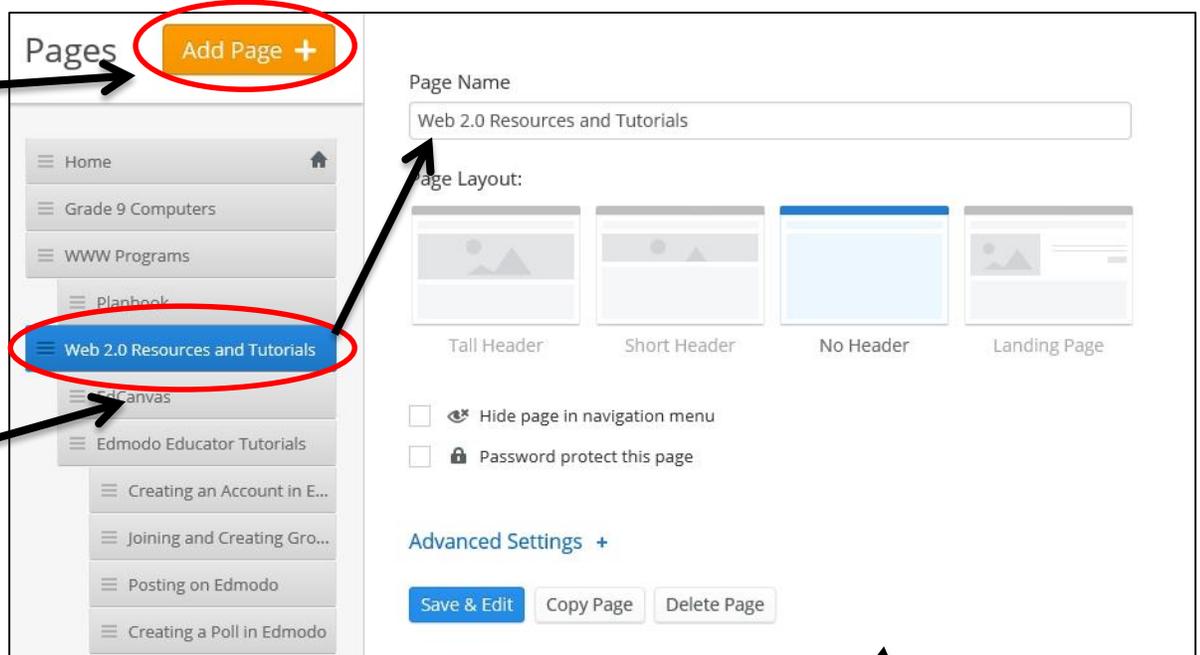


1. Creating a Page: Page Editor

To create a new page, click the orange "Add Page" button that appears at the top left of the screen.

To edit a page, click on it in the page menu in the vertical menu on the left of the screen.

Whichever page is highlighted in blue is the one that is being worked on in the editor box.

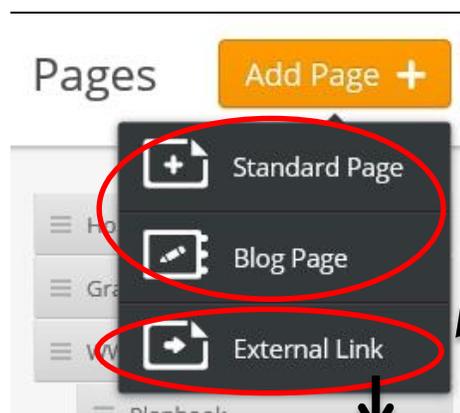


There are three types of pages to add: Standard, Blog and External Link

Standard is a regular webpage

Blog allows you to create a blog, with the opportunity to write posts that people can comment on. New posts will appear above old ones. THIS IS THE TYPE OF PAGE YOU WILL CREATE FOR YOUR PROCESS JOURNAL

External Link lets you create a "page" in your site, that is actually on another website. If you want to create a "page" for a site you used in your research, or that you're referring to in your presentation, you can link it this way.

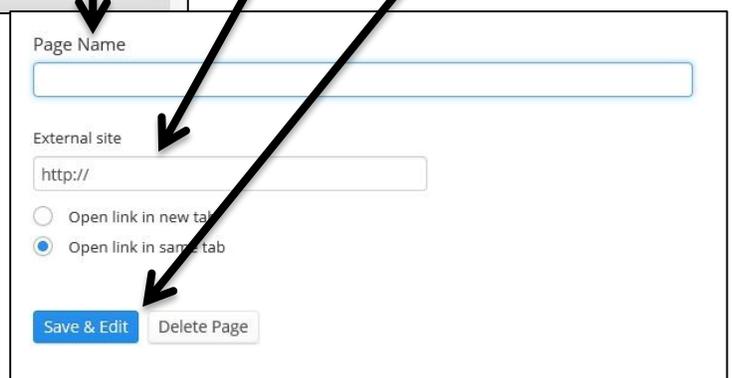


Selecting **Standard or Blog** opens this page editor screen above to allow you to customize options for the page.

Selecting **External Link** opens the menu below.

Type the **Page Name** you want to appear on your site. Put the URL of the site you're linking to in the **External Site** box.

Click the **"Save & Edit"** button when finished.



2. Changing the Settings and Design of the page

Make sure the page you want to be working on is highlighted

Page Layout determines the basic design of the page.

Tall Header places a big image at the top of the page

Short Header places a narrow image at the top of the page

No Header creates a blank page with no top image

Landing page builds a top element with a small picture, and a text box with a button to link to another page, site or document.

Page Name
Web 2.0 Resources and Tutorials

Page Layout

Tall Header Short Header No Header Landing Page

Hide page in navigation menu
 Password protect this page

To keep a page hidden – because you're working on it, or it's for a unit later in the year, click "Hide page in navigation menu"

Advanced Settings +

Save & Edit Copy Page Delete Page

Click "Save & Edit" to save changes and go to that page to add it.

"Copy Page" makes an exact copy of the page you're working on.

If you want to get rid of a page permanently, click "Delete Page."

3. Setting the Order of Pages for Navigation

Pages can be staggered, to create menus and sub-menus in the navigation in your website.

See above how *Home*, *Grade 9 Computers*, *WWW Programs* and *Web 2.0 Resources* all align at the far left of the column. These will be the tabs that appear in your websites navigation.

Under Web 2.0 Resources, EdCanvas, Edmodo, Glogster, etc. are indented one space in. This means that they will appear as a submenu under the Web 2.0 resources tab. See the picture to the right to visualize this.

To create that staggered menu, just click on the page you want to move. Hold the left mouse button down, and drag to the left or right. Let go of the mouse button when it's in the proper place.

Home

Grade 9 Computers

WWW Programs

Web 2.0 Resources and Tutorials

Technology Projects

Tech for Teachers

Now that the school year is in full swing, you might be thinking about incorporating instructional technology

EdCanvas

Edmodo Educator Tutorials > Creating an Account in Edmodo

Glogster

Google Forms

KidBlogs

LiveBinders

Planbook

Zooburst

Edmodo > Creating an Assignment in Edmodo

Joining and Creating Groups in Edmodo

Posting on Edmodo

Creating a Poll in Edmodo

Creating a Quiz in Edmodo

Grading a Quiz in Edmodo