

JHS Weebly File Sharing

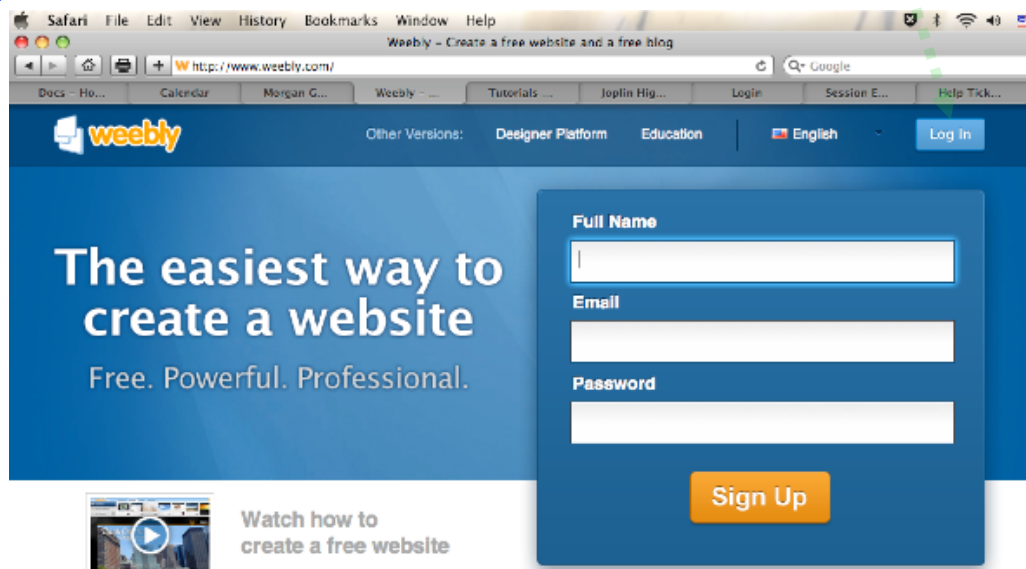
Symptom: "I want students to be able to get my files."

Cure: File sharing on Weebly

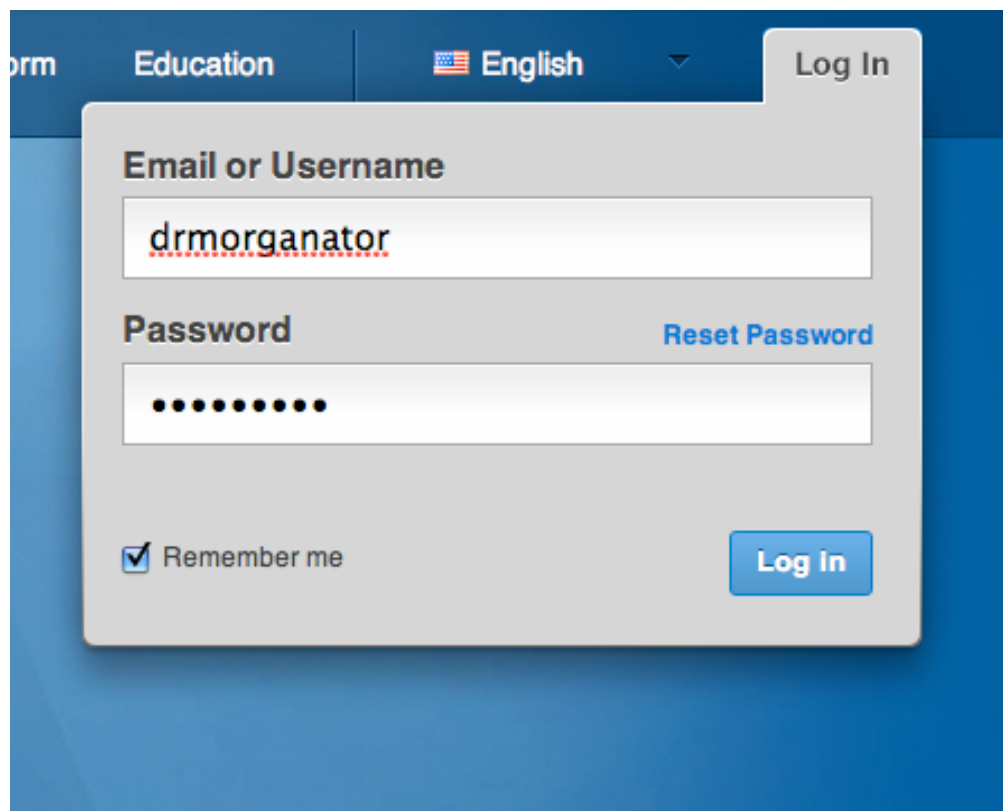


If you would like another option other than Sharepoint for getting documents and other files to your students, then follow these simple steps:

Step 1: Go to weebly.com, and click the "Log In" button.



Step 2: Type your username and password for Weebly.



The image shows a login form for Weebly. At the top, there is a navigation bar with the text "orm", "Education", "English" (with a US flag icon), and "Log In". The main form is a light gray box with the following elements:

- Email or Username:** A text input field containing "drmorganator".
- Password:** A text input field with ten black dots representing a masked password. To the right of the field is a blue link labeled "Reset Password".
- Remember me:** A checked checkbox followed by the text "Remember me".
- Log In:** A blue button with the text "Log In".

Step 3: Click "Edit."



Primary language:

[Upgrade to Pro!](#) | [Logout](#)

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My Sites [Add Site](#)

SITES I OWN

Morgan's 21st Century Technology Guild
morgan21stguild.weebly.com

[Edit](#) [Stats](#) [More ▾](#)

Account Type: **Free** [Upgrade](#)

▪ [Learn more about Weebly Pro](#)

Step 4: Using the Weebly menu, click on "Multimedia."

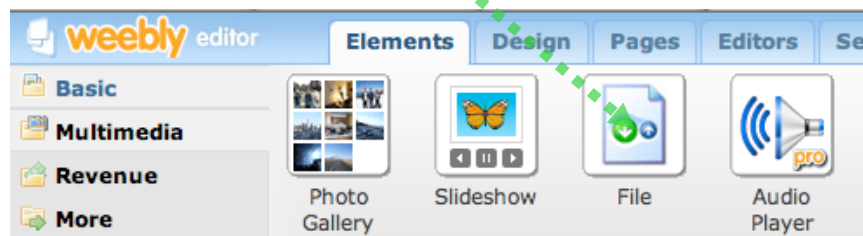
weebly editor

Elements | Design | Pages | Editors | Settings

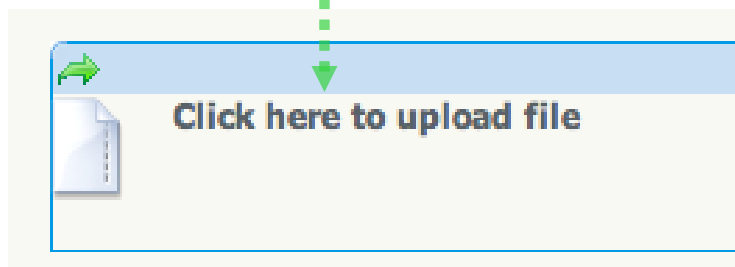
- Basic
- Multimedia**
- Revenue
- More

Title Text It was a really sunny day to the sky. The light reflected through the windows. It was with not a cloud in the sky of the bay directly through reflected off of the bay's dunes	 Paragraph with Picture	 Picture	Title Text Title	 Paragraph
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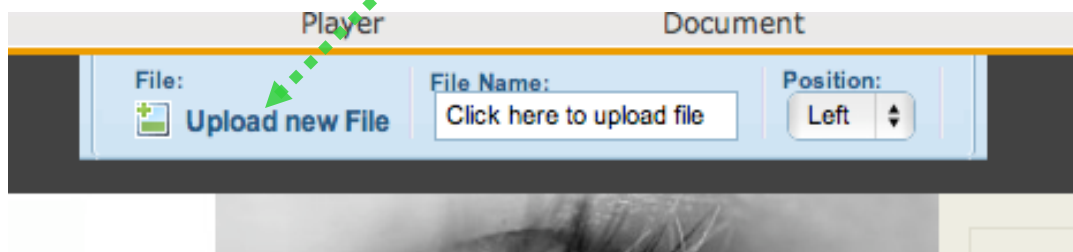
Step 5: Click and hold "File," then drag it into your webpage.



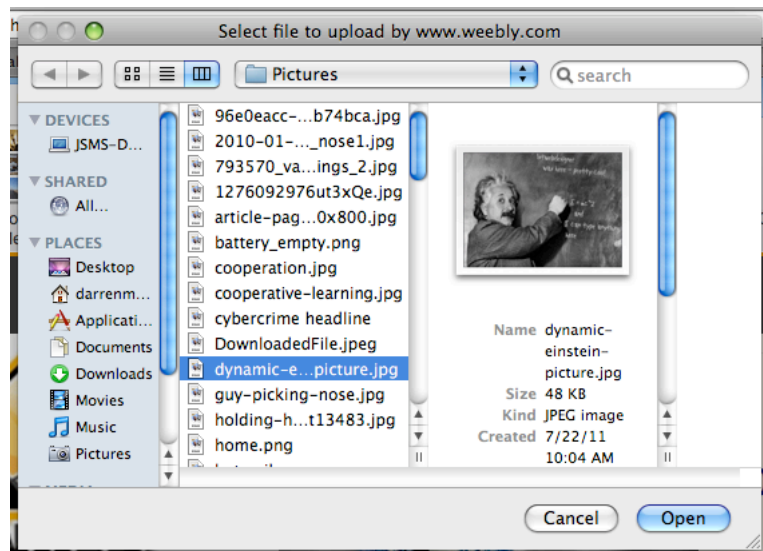
Step 6: Click "Click here to upload file."



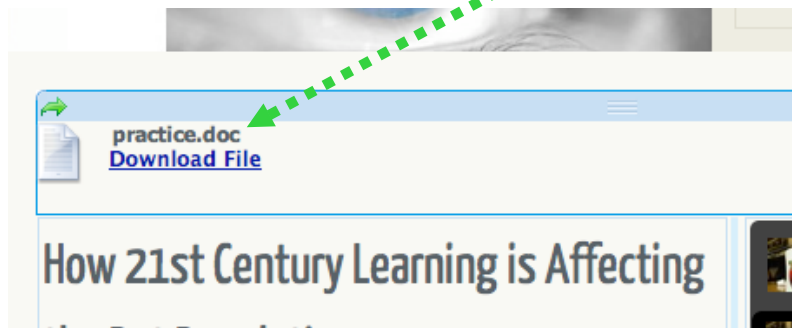
Step 7: Click "Click here to upload file."



Step 8: Find the file you wish to upload and select "Open."



Step 9: Your file should now appear, and visitors to your webpage can click "Download File" to access it.



Step 10: Don't forget to "Publish" your site.

