Activity Sheet: Weebly Basics

**Activity #1**

1. Change the photo and text on the picture beneath the primarybackground image.
2. Choose one of the photos from the Weebly folder labelled **bake shop** on your desktop.
3. Copy text from the folder and paste it into a text box, overwriting the text on the page. Use the text editor to make any format changes you may need.

**Activity #2**

*Using* ***Elements*** *from the left side bar, add an image and text to your* ***About*** *page*

1. Click on the three lines in the upper left corner of your site.
2. Click on the **About** page.
3. **Drag and drop** a **Text** element and an **Image** element onto the page.
4. Upload text and an image from the *bake shop* folder on your desk top.
5. Add **spacers** or **dividers** as needed.
6. Add a map using the location of the library as the address: (***Your library’s address)***

**Activity #3**

*Add a page to your website*

1. Click on **Pages** in the Navigator tool bar.
2. Click on the **+** sign.
3. Choose a **Blog** page.
4. Rename the page: “*Half Baked*”
5. Delete a page.

**Activity #4**

*Copy your site*

1. Navigate to your dashboard.
2. Click on the dropdown arrow next to **Upgrade**.
3. Click on **Copy Site.**
4. View your sites by clicking on the arrow next to the site name.