## How to Add Pages to the Team Website
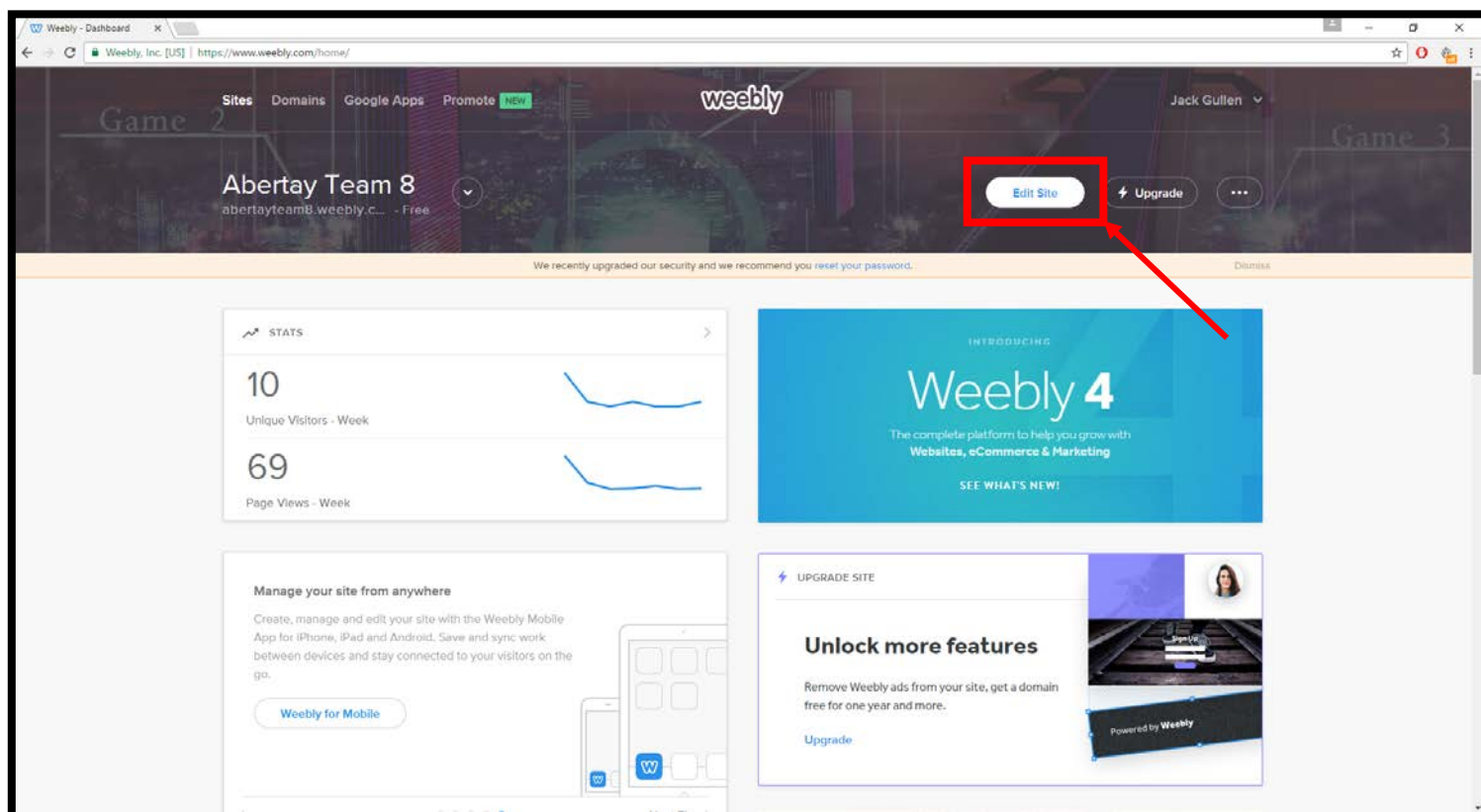
**A video of the process can be viewed online here: https://youtu.be/YD5wAsyQFCg**

1. **Ask to be given editing rights to the website.**

The team website: www.abertayteam8.weebly.com can be edited by signing into www.weebly.com with an account that has access to edit the site. To gain editing rights please sign up for Weebly at www.weebly.com/signup and then ask me to invite you to the site.
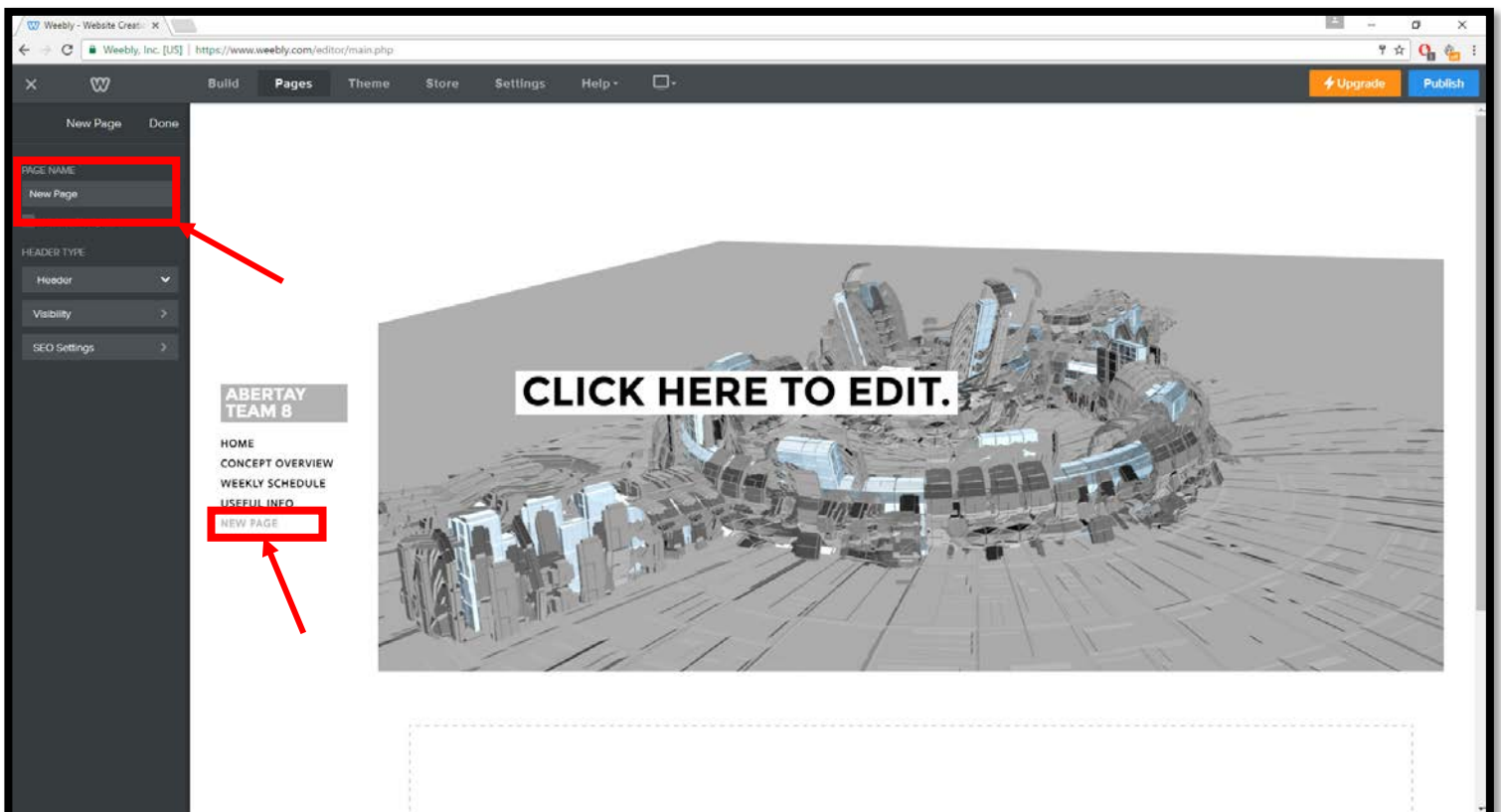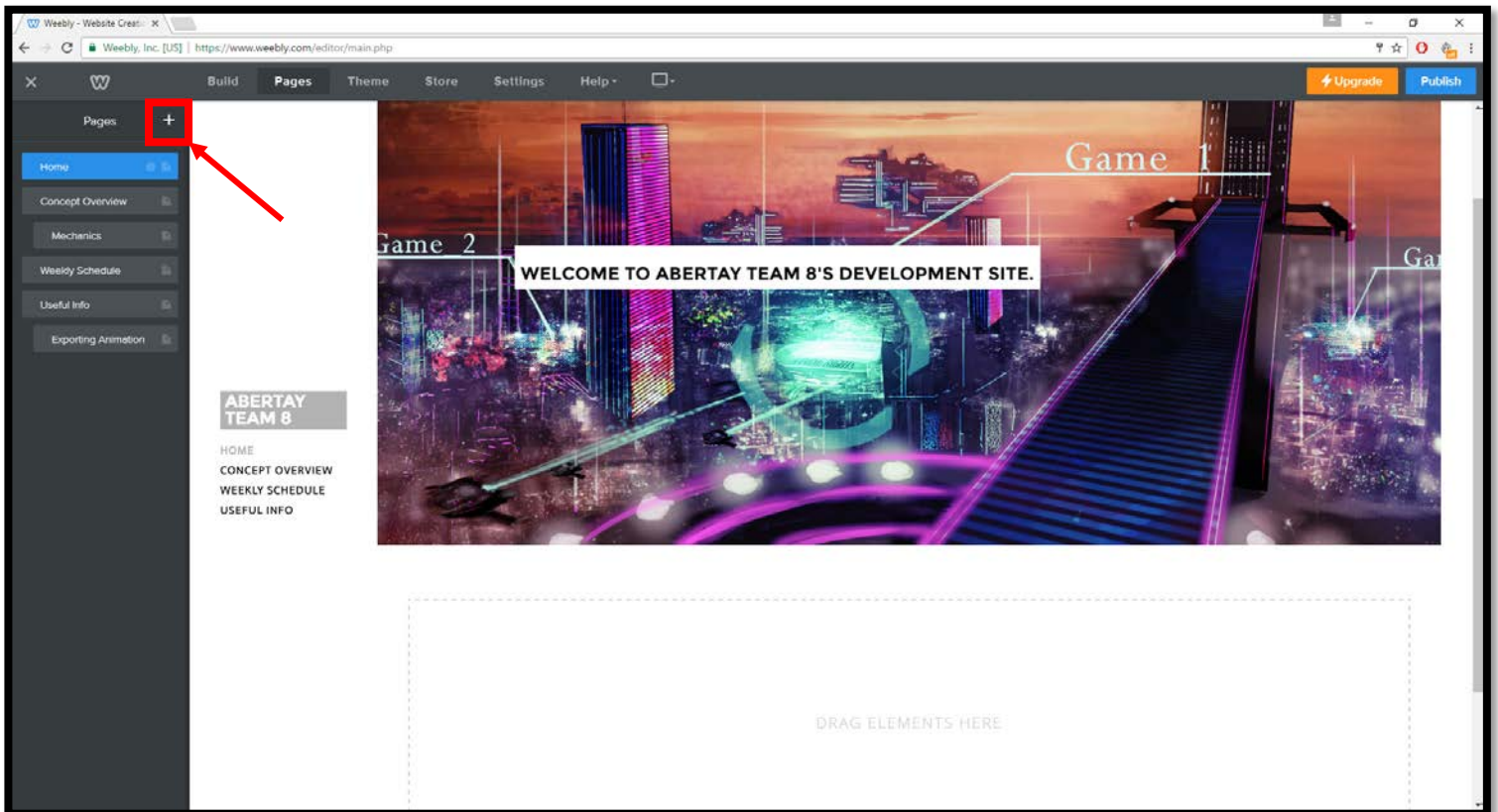
2. **When signed in select 'edit site' to begin editing the site.**

Whilst signed in, navigate to www.weebly.com and select the 'edit site' button shown below:
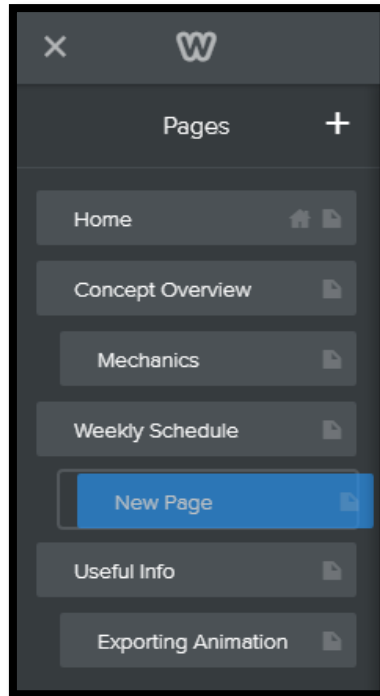
**3. To add a page, navigate to the 'Pages' tab and select the '+' button.**

When selecting the '+' button you can then name your page and it will appear in the page list on the left side of the site.
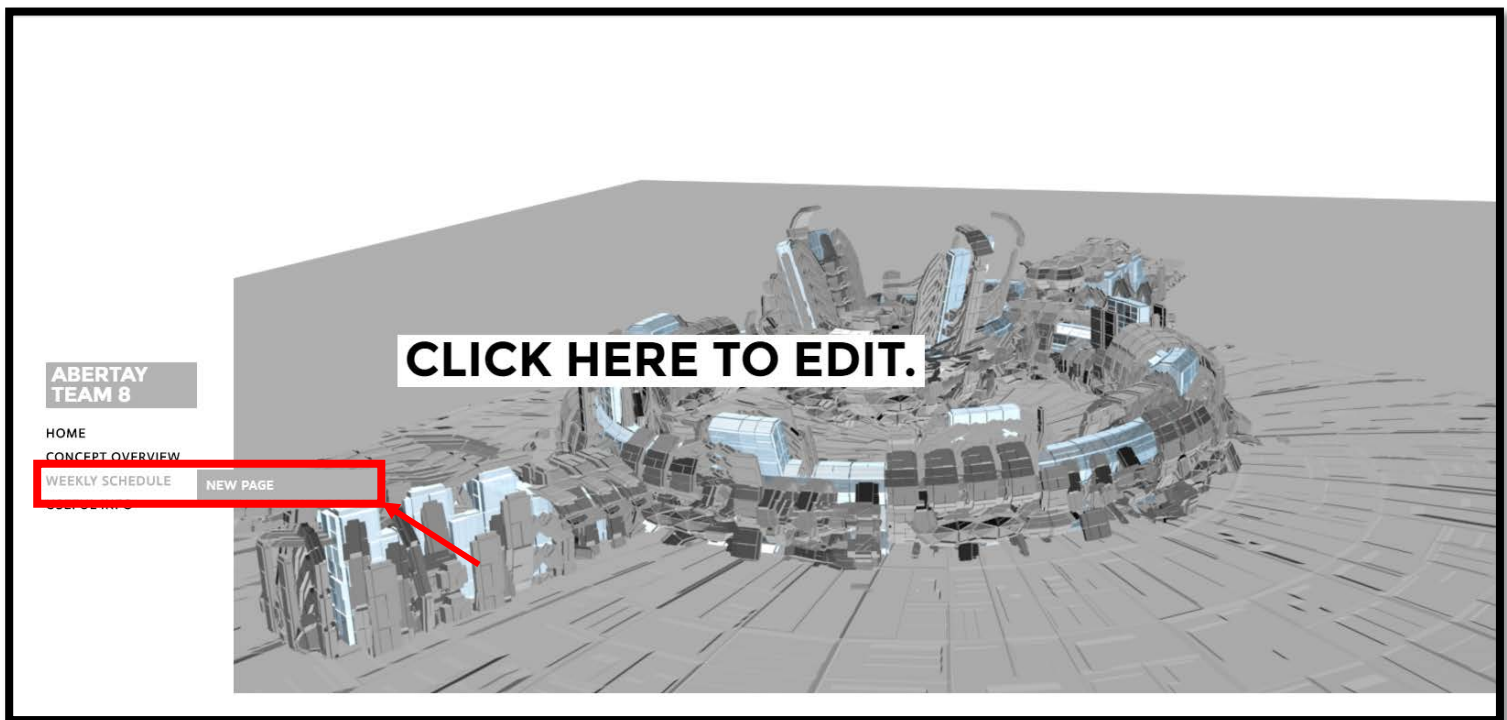
4. **To create a subpage, move the page until it is below and to the right of the main page in the 'pages' tab.**

To create the page, follow the same steps as above then, whilst in the 'pages' tab, position the subpage below and to the right of the main page as shown below:
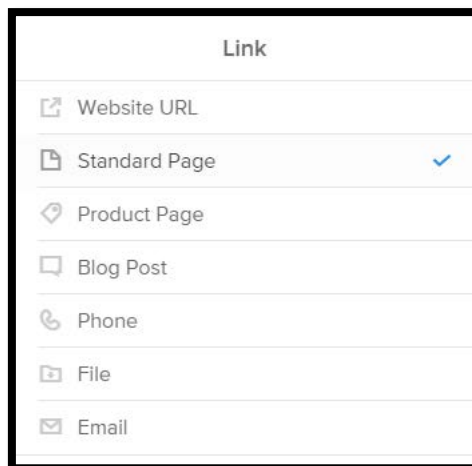


The subpage will then appear when hovering over the main page on the list on the left of the website:
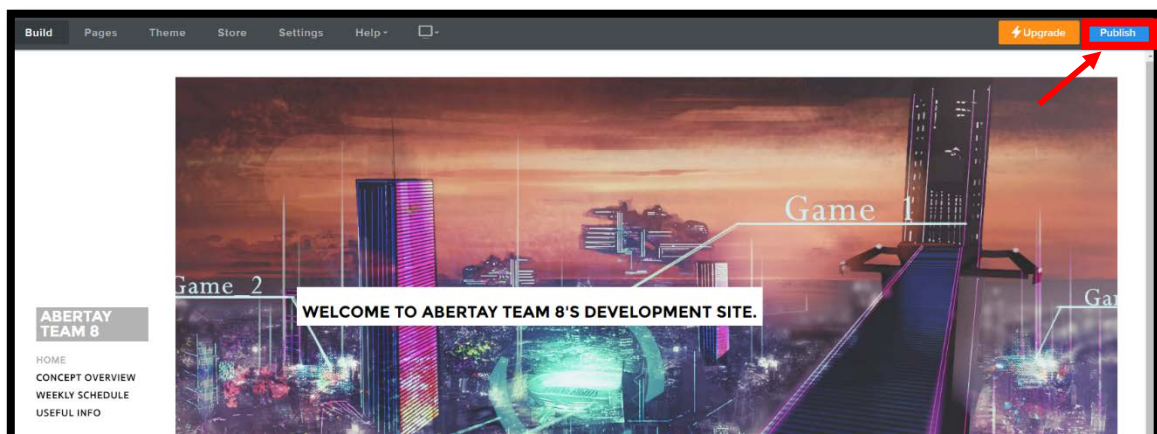
**5. To link pages via text, highlight the text and select the 'create link' button.**

When highlighting text on a page, to link it to a page on the site select the 'create link' icon and then select 'standard page' before choosing the page to link it to.





**6. Finally, select 'publish' in the top right to save your changes.**

Select the 'publish' button in the top right of the screen to save all changes made to the website.

**Video of above steps:**
Click on the image below to view a video of the above tutorial