



# Erasmus+

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**LOGGED-ON**

Empowering learning with technology

## Step-by-step guide Setting up a Weebly website

### How can you set up a Weebly website?

Weebly is one of the most popular website platforms that is easy to use and update. There are many such platforms that require little or no prior web-design experience. Just choose your theme or template and add your content. The website can be as little or big as you want it to be.

To create an account, go to [www.weebly.com](http://www.weebly.com) and sign up. You will need to activate the account by confirming the email you receive. There are two types of accounts depending whether you want to have an online store (e-Commerce) or not.

The screenshot shows the Weebly homepage with a blue header. The header includes the Weebly logo, navigation links for WEBSITES, ONLINE STORES, PRICING, DOMAINS, and MORE, and buttons for LOG IN and SIGN UP. The main content area features a large white text graphic that says "DO WHAT YOU LOVE". Below this, there are two main options: "Create a Website" and "Create an Online Store". The "Create a Website" option includes the text "Bring your ideas to life with our easy drag and drop website builder." and a "GET STARTED" button. The "Create an Online Store" option includes the text "Build an online store with confidence and grow your business today." and a "GET STARTED" button. At the bottom, a dark blue banner reads "A beautiful website starts here".

Use the “Support center” at the bottom of the page to find helpful guides and video tutorials to get you started on the basics.

Help Center

W

English (US) Sign in


We are here for you

Search

VISIT OUR COMMUNITYEMAIL USCHAT WITH US


Welcome to the Help Center!

For the best experience, please log into your Weebly account using the link in the upper right corner.




### Getting Started

- How Do I Save My Work? >
- The Site Dashboard >
- Weebly Referral Program FAQ >




### eCommerce

- Set Up Basic Store Information >
- Organize Your Store with Categories >
- All About Gift Cards >



### Building your Website

- Hide, Restrict Access, and Un-Publish Your Site >
- Add a Color Gradient Background >
- Create a "Read More" Link >



### Email Marketing

- Getting Started >
- Add a Dynamic Sign Up Form with the Lead Capture Tool >
- Add Images From Your Instagram Account >

## Always online:

A Weebly website is always up-to-date. Because you are online when you work with the website, once you have hit “publish” the changes you have made are “live” and can be viewed by all that have the address to the website.

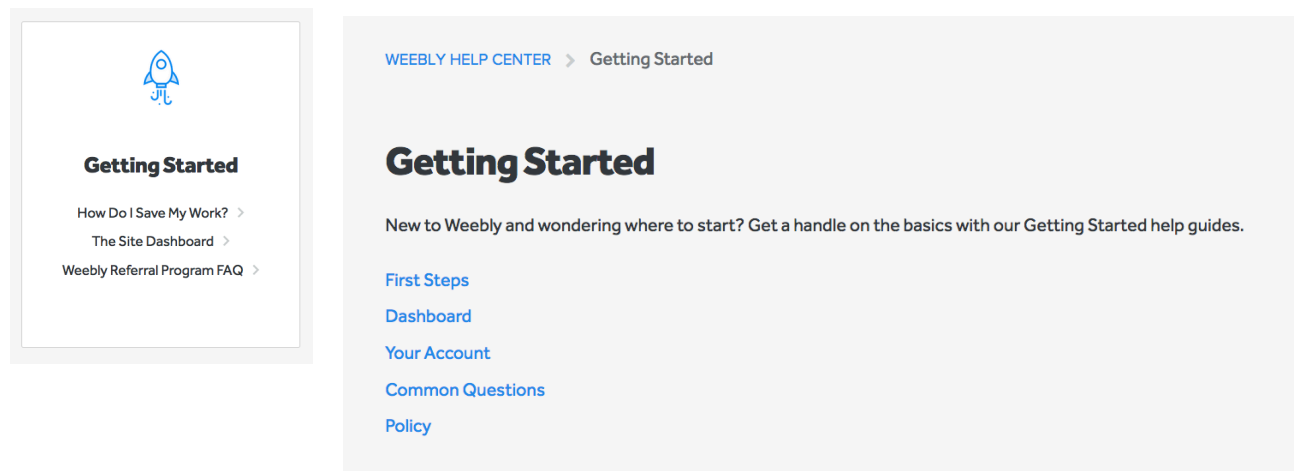
This also means that you must be careful to have worked on the website and made it (almost) as you want it before distributing the web-address to others.

## Themes

There are many varying themes to choose from and it is easy to add different layouts and ways to present your content. The reason for using a Weebly website is the fact that the themes make it simple to setup and get going with the content. You don’t have to be a super web-designer to get started, but after time (and if you want to) there are lots of ways to “tweak” your website and make it even more attractive to your readers.

## Getting started

By clicking on the “Getting started” button you are sent to a help-page with the following links:



## Beginner's guide to Weebly

Alternatively, you can see the video tutorials such as the one below: (more than one hour's worth!)

<https://hc.weebly.com/hc/en-us/articles/201704087-Beginner-s-Guide-to-Weebly>

NOTE: To access this video tutorial you must have created and activated your Weebly account.



Some final tips...

### **Pick the right domain name**

First, you will have to select the best domain name. Keep in mind that domain names should be short, memorable and relevant to the new website. If you can add keywords to it, even better!

You don't have to purchase a domain name if you don't want to, and it can always be done at a later stage. Your website address when your site is published will have ".weebly.com" attached to it eg. <https://loggedon.weebly.com>.

### **Important pages you should have**

It all depends on the type of site you want to create. However, most of the time the site will have a 'Homepage', an 'About' page, 'Contact' page and so on. E-commerce websites need a terms of service page, refund policy, contact details and privacy policy.

Setting up a Weebly site is quite easy. Keep in mind that you should customize the site to suit your needs and yes, focus on security too. And while there, use Google Analytics to receive proper insight for your website, as this will help you improve the customer experience!

Websites aren't about technology they are about engaging relevant content, so keep this in mind and make a website people will want to visit.