CREATING A WEEBLY WEBSITE

Select a Theme

The first step on the road to building your site is selecting a theme.

It’s easy to change the theme later, so don’t stress!

Domain Name

After you pick a theme you'll be asked to choose your site's address / domain name. Select a free subdomain of Weebly.com using the first option. Then give your site an appropriate name.

Content Elements

There are two ways to add content to any standard page you create: build the page from scratch by dragging elements to a page in the order you’d like them to appear or by Choosing a Layout.
Weebly’s Page Layout feature allows you to quickly build out a blank page by choosing from many layout designs and simply adding your own content.

With each standard page you create, you are presented with two different ways to add content: build the page from scratch, or Choose a Layout.

Layouts are designed with the most common page types in mind: Home, About, Services, Contact, Menu, and Portfolio. Each section contains several different layouts to choose from. But you can use any type of layout for any type of page.

Select a layout, then Keep it if you like it, or Cancel to choose another.
Keeping the Layout will make it an editable part of your page. Click on each element to add your own content.

You can use the layout just as it is, or expand and alter it. Any element within a layout can be deleted if you don't want it, and new elements can be dragged into the layout if you'd like to add more content to the page.

If you decide you'd prefer to use a different kind of layout for the page, you’ll need to delete all of the elements currently on the page. Weebly only displays the option to choose a layout when a page is blank. Another option is to go to the Pages tab and start a new Page with the same name (and just delete the old one). Weebly always prompts you to Choose a Layout on a new page.

Elements are the essential building blocks of your site. Nearly all the content you add to your pages will be built with Elements. Click, Drag and Drop Elements exactly where you want them.
As you add more elements to your page, the content area will expand to accommodate them.

While dragging an Element to a page, the blue guide line will tell you where the element will be placed when you drop it.

Either stack elements on top of each other, or, drag one element to the left or right of another.

Placing elements side by side will automatically create columns on the page that allot equal space to each element. You can adjust the space between these columns by using the narrow bar that appears between them by clicking and dragging it to the left or right.
All elements have three universal options: Copy, Delete and Move.

Hover over an element and a blue box will appear.

The "X" in the upper right allows you to delete this element. Keep in mind though, once deleted, it can never come back.

The arrow in the upper left allows you to copy an element (to the same page or another page) to move an element (to another page).

Clicking on the box between the "X" and the arrow, allows you to pick the element up and drag it around the page.
Publish Your Website

Once you are ready to make everything official, it’s time to publish your site. Just click the “Publish” button on the top right hand side of your dashboard.

The option to choose your domain will come back up now. Depending on the domain options you thought about earlier, make your decision based on that.

**Option 1)**
This option will give you a subdomain of Weebly.

**Option 2)**
This option will let you register your very own domain.

**Option 3)**
This option will let you connect a domain you already own.

Once you choose the option best for you, verify that you’re human by entering a captcha. After that, you’re done!

Go to your website URL and check everything out. If you see something that you’d like to change, just log back into your Weebly dashboard and make the change inside of it.