

Wix.com

This guide is provided by *What You Should Be Using*
Student guide for completing assignments with the Wix Editor

Your Username and Password

Your username/email is	Your password is



Wix has a drag and drop interface that allows you to build a Flash website with very little technical experience.

Photos and videos can be added quickly from available libraries and links to popular sites like YouTube.com.

Click the link for **Login** and fill in your account information.

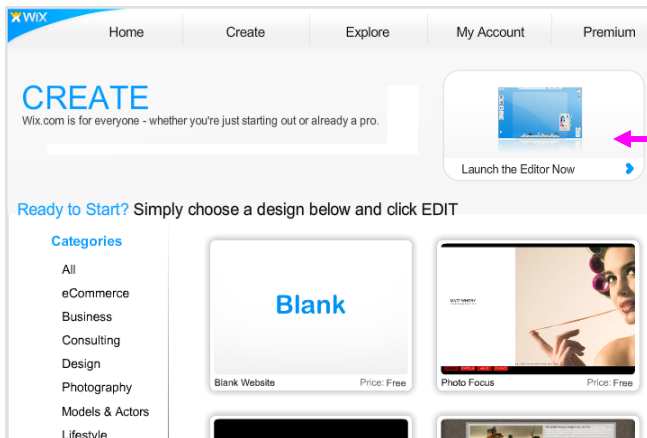
If your teacher didn't supply you with an account, click the link to **Sign Up**.



After a successful login to Wix.com, you will land on the Welcome screen.

To begin, click the **Create** button.

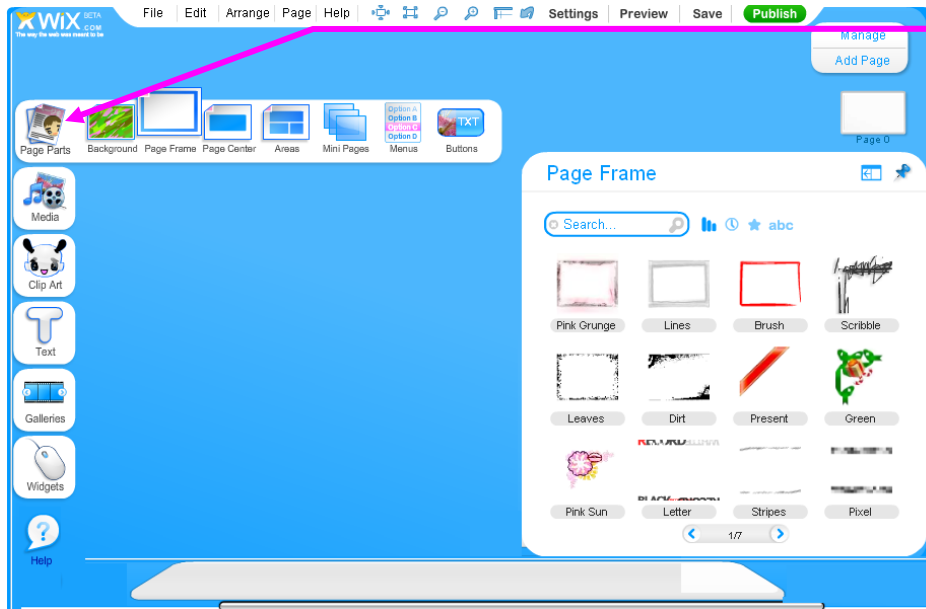
To return to a site you've ready built, click **My Account**.



If you are creating something new from scratch, click **Launch the Editor Now**.

Wix also has a large library of template designs. Most are free and some charge a fee to use. Using template designs is a quick way to make a professional looking website.

Page Parts



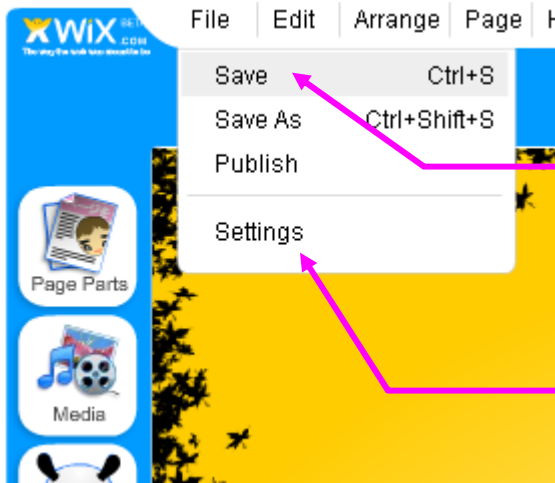
A good place to start is under **Page Parts**.

Here you can select a Background, Page Frame, or Mini Pages.

Whatever you select, a second menu appears in the corner with your available options.

Drag an item to the center of the screen to use it.

Save and Settings

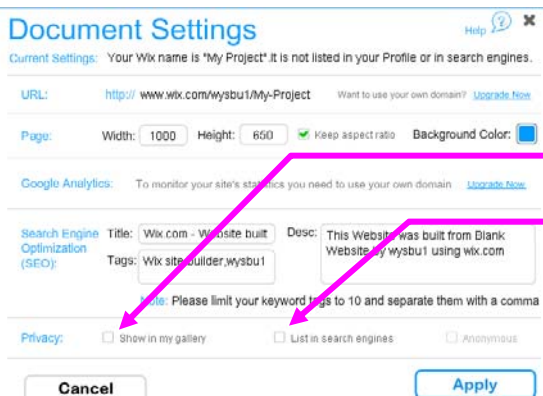


Remember! Wix is not a program on your computer. It is running in your Internet Browser. Be sure to save often.

Go to the **File** menu and click **Save**.

Tip: Some older computers may be slow when running Wix. Occasionally, you may experience a crash and lose your work. If you have added a significant amount of content to your Wix, it would be wise to save and close the editor, then return to My Account and reopen your project.

During the first Save, it is strongly suggested that you adjust the Document Settings by going to **File** and **Settings**.



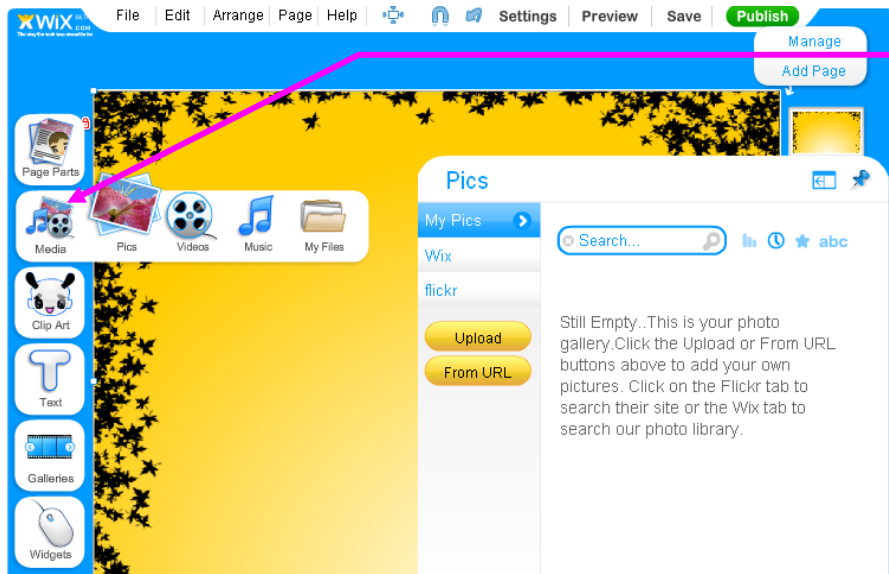
On the Document Settings page, uncheck the boxes next to:

Show in Gallery

List in Search Engines

Listing in the Gallery and Search Engines is not suggested for K-12 students. If you are in Higher Ed or Business & Industry, you are encouraged to list your websites in both places to promote it.

Media

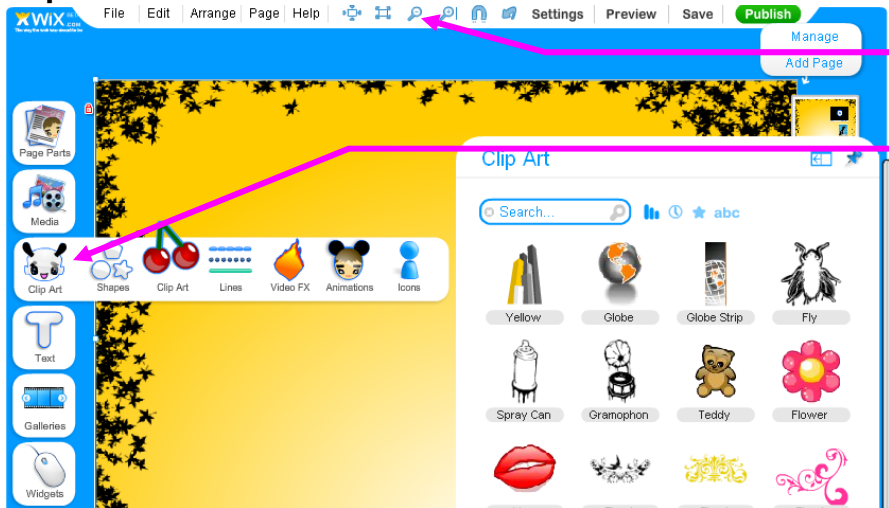


The **Media** menu contains options for inserting Pictures, Videos, and Music.

In this example, the Picture menu in the corner allows you to upload a picture from your computer, search for pictures provided by Wix, or search Flickr.

Wix does not allow you to upload a video. However, the Video menu allows you to search a variety of popular websites like YouTube.com. If you have a video on your computer, sign up for an account at YouTube and upload your video there first.

Clip Art

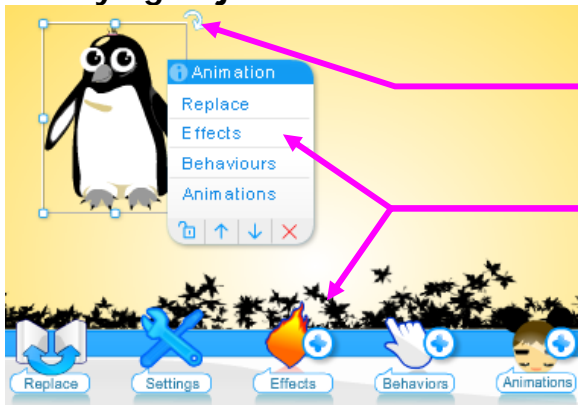


If the screen is hard to see, try **zooming** in or out.

The **Clip Art** menu contains options for inserting Shapes, Clip Art, Lines, and Animated Clipart.

Browse the galleries of pre-made clipart and animated designs.

Modifying Objects

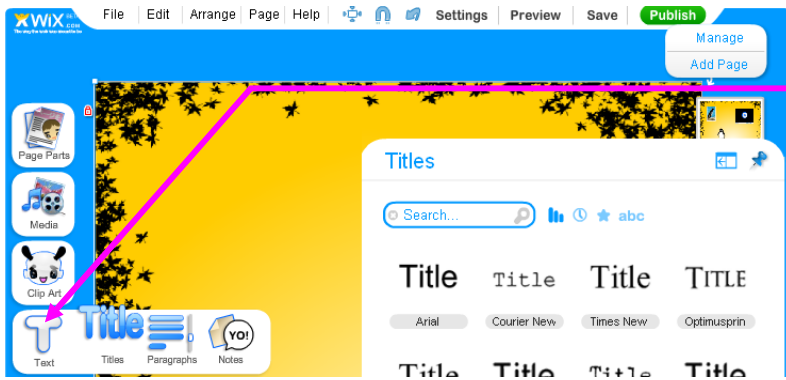


You can rotate a selected object by **clicking and dragging the arrow** that appears in the corner. The object can also be resized by **clicking and dragging any one of the dots** that appear on the selection border.

Notice that clicking on an object will produce a **short cut menu** similar to the one at the bottom of the screen.

Should you need to Cut, Copy, or Delete an object, **right click** on the object and another shortcut menu will appear.

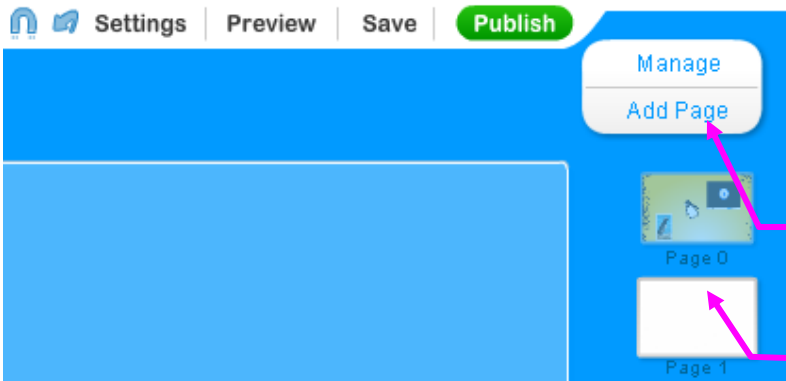
Text



The **Text** menu contains options for selecting Fonts, Paragraph Alignment, and Notes.

The Notes menu has fun things like thought bubbles and sticky notes.

New Page



*NOTE: If you are using one of the Book or Magazine layouts from **Page Parts** > **Mini Pages** please continue to the section called Books / Mini Pages.*

If you are creating a website with multiple pages, rather than a poster-like presentation, new pages can be added by clicking the **Add Page** button.

Additional pages appear along the right side of the screen. **Click one of the thumbnails** to work on another page.

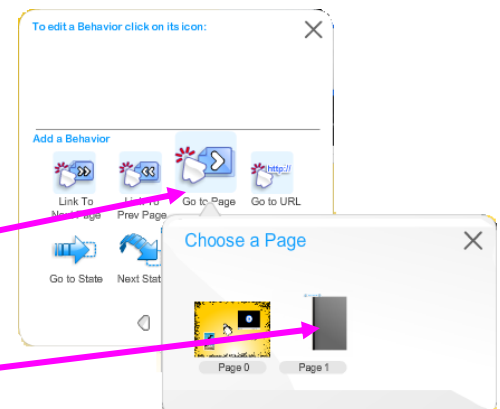
Link to another page



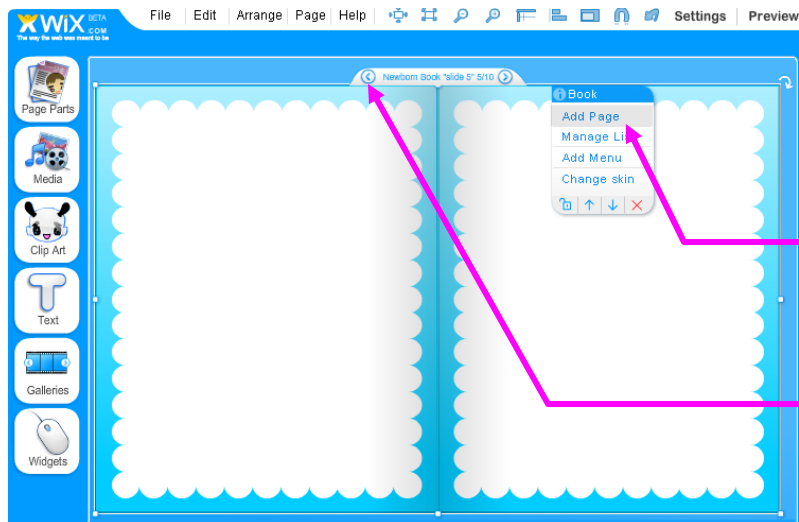
You can link to another Wix page by selecting an object, like text, and choosing **Behaviors** from either the short cut menu, or the menu at the bottom of the screen.

You should be mindful of the Behaviors already attributed to the object, which are listed above the menu.

To add a link, choose **Go to Page** and then **click the page to link to**.



Books / Mini Pages

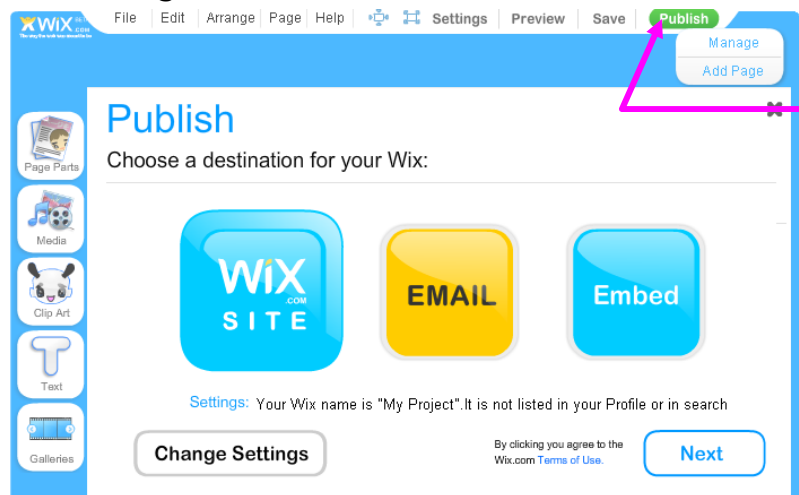


Available from Page Parts > Mini Pages, pre-built book templates allow you to fill in pages for an interactive book.

Each book comes with 10 pages. You can add additional pages to the book template by selecting the book and choosing **Add Page** from the menu. (Note that this is not the Add Page button in the upper-right corner of the screen. That button will add a second webpage, not a page to the book template.)

To flip the pages in the book, click the **left or right arrows** that appear when the book template is selected.

Publishing



Continue to Save your project often!

When your project is finished, click the **Publish** button in the top, right corner.

Email

Send the address for your Wix to your teacher.

teacher will replace this text @ email.com

Wix Site

Choosing **Wix Site** will give you a web page address that can be typed into a browser. Write down the address to your page so you can find it later.

My Wix website address is

Remember!!!!

*These are webpages and nearly everything on the Internet is available to the public. So be sure to tell Wix that you do not want your webpages included in a gallery or search engine where the public can easily locate them. Settings are available under **File > Settings**. You will be reminded a second time to change your settings on the Publish page under **Change Settings**.*

If you have further questions about privacy, please see www.Wix.com

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