

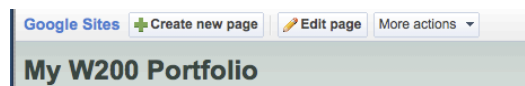
W200 Tutorial

How to upload your digital story to your e-portfolio and link to it on the page:

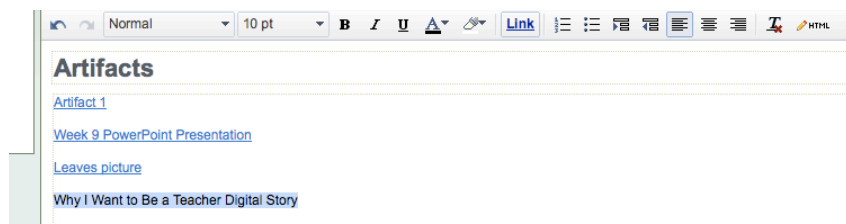
1. Go to <http://sites.google.com> . Login using your Gmail account. Click on the link to your e-portfolio.
2. Click on the link to your **Artifacts** page from the Navigation area. Click the **+** next to **Attachments** at the bottom of the page.



3. Click the **Browse** button. File your digital story file (should have a .wmv extension). Click **Open**.
4. Now that your file is attached to page, here's how to link to it in the text area above it. Right click on the link to your uploaded file. Click **Copy Shortcut** (for Microsoft Explorer) or **Copy Link Location** (for the Firefox browser).
5. Click the **Edit page** button at the top of the page.



6. Type some text for your link such as "Why I Want to Be a Teacher Digital Story." Highlight the text and click the **Link** tool.



7. On the left hand side of the **Create Link** dialog box, click the **Web Address** tab. Use the keyboard shortcut **Ctrl+V** (for Windows) or **Apple+V** (for Macs) to paste in the area below **Link to this URL**. Click **OK**, then **Save**.

