

01 Insert a File

1. You have written a “research paper” that answers the question:
[What Are Web 2.0 Tools?](#)
2. Use APA 7th ed. style:
 - 1 page, double spaced
 - Times New Roman, 12 pt
 - Normal 1" margins
 - 5 spaces paragraph indentation
 - 1 space at the end of each sentence
 - Include a Reference page that follows APA 7.0 style format citations
3. You used the "What Are Web 2.0 Tools? (Word Document Template)" This template has the correct APA formatting.
[What are Web 2.0 Tools? document template](#)

Then

- Go to students.weebly.com
- Login to your web page.
- Go to the Technology 101 page.
- Drag the FILE button onto the page.
- Click the +Upload Files button.
- Browse to find your “research paper” file.
- Click to upload the file. Click “open in a new window”. Wait until the file upload is completed.

PUBLISH.

Remember to Label all files by moving the TEXT button on to the page.