

## Website Skills 1-on-1 Appointments

### Did you know?

The FFL offers free 1-on-1 appointments, to help you learn the skills you need to build a website on Wordpress.com or Wix.com; or a LinkedIn profile. One-on-one appointments are 45 minutes long and can be taken once/month. A variety of days & times are available.

### In Your Appointment:

We will discuss your needs and goals for your web presence.

We will review various platforms to determine which is best suited to your needs.

You will use your existing basic computer skills to build a simple web page that can include text and images, or LinkedIn profile, with our support and guidance.

We will discuss resources for continuing to build your skills and knowledge.

Participants will be responsible for any website hosting fees, ongoing maintenance and updates.

Call (315) 637-6374 ext. 2 to sign up today

## Need More Help?

### Professional Assistance:

The following businesses are listed by the Manlius Chamber of Commerce for website building services:

#### Custom Webhelp, LLC

315-682-1024

CustomWebHelp@gmail.com

#### CNY Mobile Web

315-378-7317

christine@cnymobileweb.com

#### STARNOVA LLC

315-582-4000

sales@starnova.com

### Further Learning:

**Lynda.com:** Online courses on a huge range of topics to help you develop your website. Includes courses on Wordpress, web graphics, user experience, HTML, CSS, and much more.

**Webucator:** Online courses to help you build your website. Go to [www.webucator.com](http://www.webucator.com), click "Self-Paced Courses," select your course, then "Order Now." For "method of payment,," select "voucher number" and type 9440117.

### LIBRARY HOURS

Monday-Thursday: 9AM-9PM

Friday-Saturday: 10AM-5PM

Sunday: 1PM-5PM

### Connect With Us



300 Orchard Street  
Fayetteville, NY 13066



# Building a Personal Website



To sign up for an appointment,  
call 315-637-6374 x2

## Wordpress.com

Wordpress.com is a free blog/ website builder.

### Ideal For:

#### Blogs

**Websites that will have new content added daily or weekly**

**Websites that are less formal and encourage user comments**

#### Step 1: Choose a template

#### Step 2: Select a domain

Choose from a free domain (eg mysite.wordpress.com) OR pay to connect to your own domain

#### Step 3: Edit your template

#### Step 4: Add content, including pages and blog posts

Wordpress is user-friendly with a text editing interface similar to Microsoft Word. No knowledge of HTML or CSS code is required. You can add text, links, images, videos, and more.

Free Wordpress sites addresses will end in .wordpress.com and may have ads. Paid subscriptions allow you to connect to your own domain and are about \$99 per year.

## Wix.com

Wix.com is a free website builder.

### Ideal For:

Personal Websites/ Portfolios

Small Businesses

Non-profits

Any formal/professional website with static content

#### Step 1: Sign-up with an email and password

#### Step 2: Choose from over 100 templates

#### Step 3: Edit your template (optional)

#### Step 4: Add content via a drag and drop interface, similar to Microsoft PowerPoint

#### Step 5: Publish your website

You can use a free Wix domain, which means your website's address will look something like www.username.wix.com OR you can pay to connect to your own domain

Wix is drag and drop, and user friendly. No knowledge of HTML or CSS code is required. You can add text, links, images, videos, music, and more.

Free Wix sites will say "created on Wix.com" as an ad for Wix. Paid ad-free subscriptions run between \$5-\$40 per month depending on the plan you select.

If you plan to connect to your own personalized domain (eg. mywebsite.com), you must also factor in the cost of the domain name. GoDaddy.com is a popular and reliable vendor for purchasing domains.

## LinkedIn

LinkedIn is a social network focused on careers. It allows users to connect and share with other professionals, including colleagues, potential employers, business partners, and new employees.

### Tips for using LinkedIn:

#### Search engine optimize your profile

Add keywords to sections of your profile, such as headline and summary, to help employers find you.

#### Show work samples

You can add videos, images, documents, links, and presentations to various sections of your profile.

#### Check in on Network Updates

Network Updates are like LinkedIn's version of the Facebook News Feed. Check this feed for a snapshot of what your connections are doing.

#### Get endorsed for your skills

The endorsements feature enables users to endorse their connections' skills. If you endorse someone, they might endorse you right back!

#### Find a job through LinkedIn's job board

Use LinkedIn's Resume Builder tool to search for jobs in different locations, fields, etc.

#### Allow others to see if you've viewed them

Go to Settings and click "Select what others see when you've viewed their profile." Check off the "Your name and headline" option.

#### Check out who's viewed your LinkedIn profile.

The "Who's Viewed Your Profile" tool lets you see which other users have visited your profile.

**To sign up for a one-on-one appointment, call 315-637-6374 x2**