

## **Spanish**

This week I learned how to add a link to a document on Google Sites. First I need to make sure I have the document shared the way I want it. I go to share on the right corner on google documents then I change it to “view only” and then to “only people with the link” this way only people that have the link to my document can view it without editing it. Then after doing this I go to “copy link” then I go to my Site then go to “insert” then to URL and then I paste the link and add. This way when people view my site they can click on the document and it will take them to google documents where they can fully view it. I also did this for Google slides for the Common Core workshop activity. I just went and copied the URL and then I added it to my site on the URL. This is great!