# Horizon School Web Site Job Aid

# Site Access

Standard URL: <http://horizon-elementary.weebly.com/>

Admin URL (login required): [www.weebly.com](http://www.weebly.com/)

Admin Login ID: [horizonschoolwebmaster@gmail.com](mailto:horizonschoolwebmaster@gmail.com)

Password: See Webmaster

A Gmail account has been established to use as the login for the Weebly account where the site is hosted.

A page for documentation and site notes has been created. It is intentionally hidden from the public page and can be found by logging into Weebly as an administrator, clicking on edit site, choosing the pages menu option and scrolling to the bottom.

