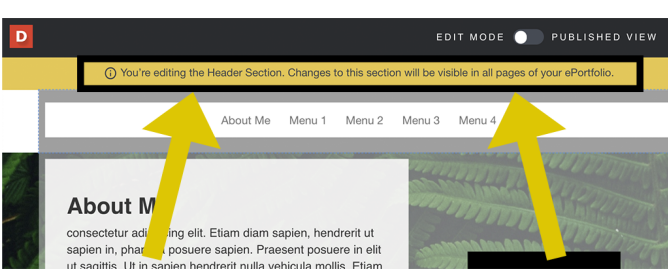
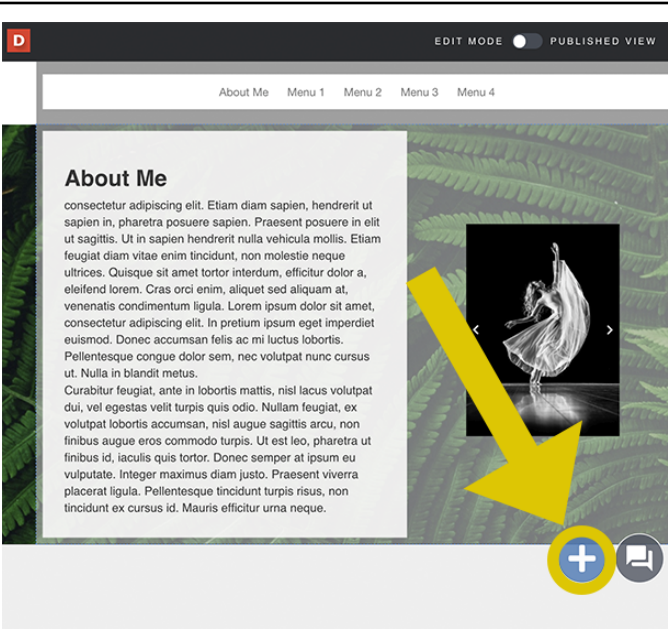
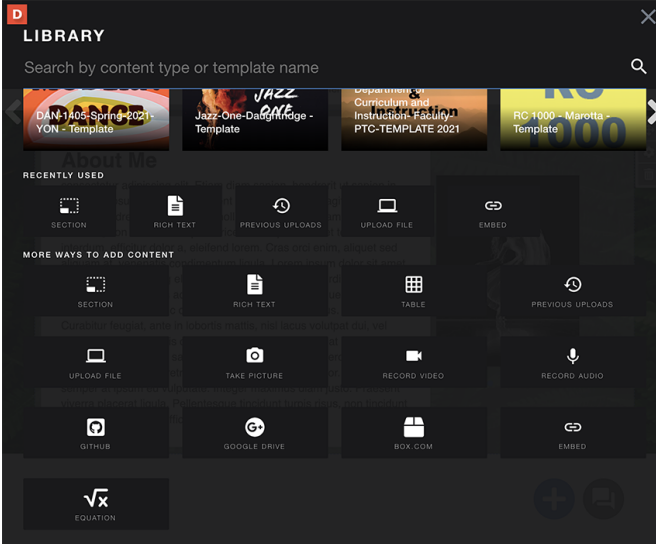
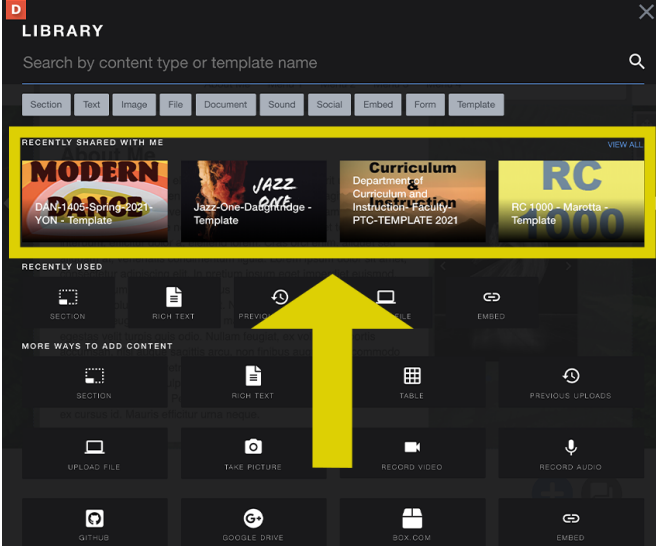
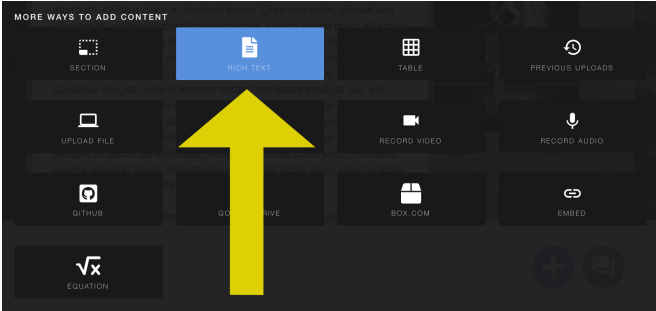
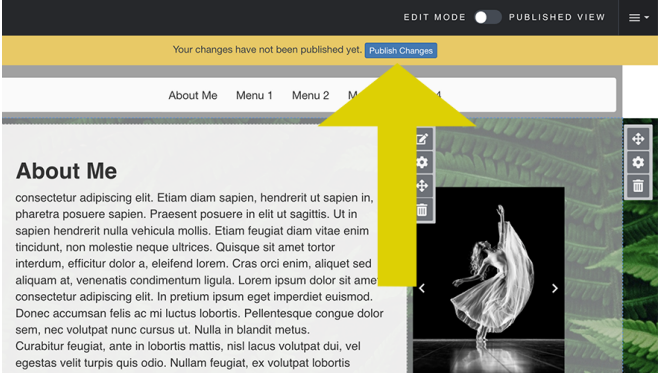
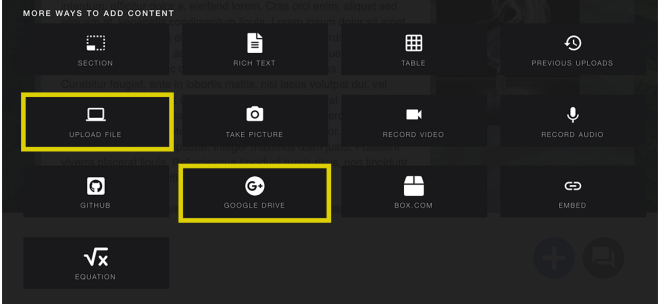
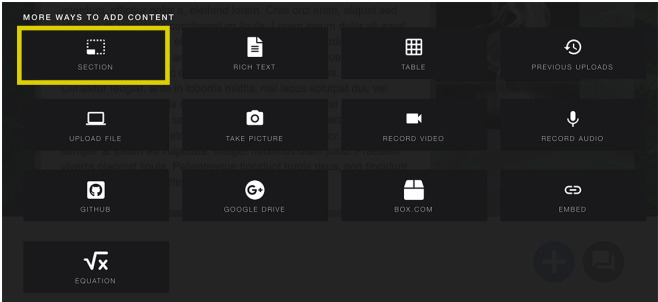


Adding Content

The following tutorial will guide you through the steps of adding different types of content to your Aportfolio.

<p>Step 1</p>	<p>Make sure that you do not see this warning at the top of your page before adding content. This results in adding content to the header and you will see that content on every page. If you see this warning, click anywhere below the header.</p>	
<p>Step 2</p>	<p>To add content, click the blue "Add Content" button in the bottom right-hand corner.</p>	

<p>Step 3</p>	<p>This is the content library. You can see there are many options available to you in terms of how you would like to upload content.</p>	 <p>The screenshot shows a 'LIBRARY' interface with a search bar and a grid of content options. The 'RECENTLY USED' section includes icons for SECTION, RICH TEXT, PREVIOUS UPLOADS, UPLOAD FILE, and EMBED. The 'MORE WAYS TO ADD CONTENT' section includes icons for SECTION, RICH TEXT, TABLE, PREVIOUS UPLOADS, UPLOAD FILE, TAKE PICTURE, RECORD VIDEO, RECORD AUDIO, GITHUB, GOOGLE DRIVE, BOX.COM, and EMBED. There is also an EQUATION icon at the bottom.</p>
<p>Step 4</p>	<p>You may see this section. If you do, we DO NOT suggest choosing a template from this section. Choosing a template here will add unwanted pages to your Aportfolio.</p>	 <p>This screenshot is similar to the previous one but includes a filter bar at the top with options: Section, Text, Image, File, Document, Sound, Social, Embed, Form, and Template. A yellow arrow points to the 'RECENTLY SHARED WITH ME' section, which displays several template thumbnails like 'MODERN', 'JAZZ', and 'RC 1000'.</p>
<p>Step 5</p>	<p>Most likely, one of the first types of content you will need to add to your Aportfolio is text. You can do this by clicking on the rich text icon. You can add text directly onto your slide.</p>	 <p>This is a close-up of the 'MORE WAYS TO ADD CONTENT' section from the previous screenshots. A yellow arrow points directly to the 'RICH TEXT' icon, which is highlighted in blue.</p>

<p>Step 6</p>	<p>Your changes will be automatically saved, however you do need to publish pages before your audience can view them.</p>	 <p>The screenshot shows a website editor interface. At the top right, there are two toggle buttons: 'EDIT MODE' (which is selected) and 'PUBLISHED VIEW'. Below this, a yellow banner states 'Your changes have not been published yet.' with a blue 'Publish Changes' button. A yellow arrow points to this button. The main content area shows a slide titled 'About Me' with placeholder text and an image of a ballerina. A vertical toolbar on the right side of the slide contains various editing icons.</p>
<p>Step 7</p>	<p>If you need to add a photo to your slide, you have many options depending on where the photo is saved.</p> <p>You can upload a file from your computer or Google Drive.</p> <p>You can upload a PDF or word file in much the same way.</p> <p><i>*You can also drag content directly from your desktop onto your Aportfolio slide.</i></p>	 <p>The screenshot shows a dark-themed menu titled 'MORE WAYS TO ADD CONTENT'. It contains several options: SECTION, RIGHT TEXT, TABLE, PREVIOUS UPLOADS, UPLOAD FILE, TAKE PICTURE, RECORD VIDEO, RECORD AUDIO, GITHUB, GOOGLE DRIVE, BOX.COM, and EMBED. The 'UPLOAD FILE' and 'GOOGLE DRIVE' options are highlighted with yellow boxes.</p>
<p>Step 8</p>	<p>Adding a new section is generally not necessary unless you plan to add multiple images to the page that need to be in a specific order. In this case, add a section by choosing the Section option.</p>	 <p>The screenshot shows the same 'MORE WAYS TO ADD CONTENT' menu as in Step 7. In this instance, the 'SECTION' option is highlighted with a yellow box.</p>