

Publishing a site

1. Log into ella and navigate to the course site you wish to publish
2. Find and click on the “Site Info” item in the left-hand menu:



3. In the Site Info screen that opens, find and click on the “Manage Access” button toward the top of the screen:



4. In the next screen that appears, click in the check box labeled “Publish Site” then click on the “Update” button; the site should now be visible to active site participants:

↑ SITE INFO ?

Change Access for TEST 123 02 FA07

Site Status

Publishing your site makes it available to the site participants. Global access settings allow you to decide who has access to your site once it is published. You can change these settings later by going to Site Info.

Publish site

Global Access

Your site can be accessed by those you add as participants. Would you like others to have access to your site?

Can be joined by anyone with authorization to log in

Role for people that join site: