

## *Downloadable Files (PDF/Word Docs): How do I add a PDF or Word Document to my website?*

1. In Edit Website Mode, select the page in which you want to add your document
  2. Click "Add New Page Block"
  2. Title your paragraph block
  3. Select "File/Link List"
  4. Choose a display name for your file (i.e. "Click Here to Download our Order Form")
  5. Click on the file folder icon
  6. Select Browse to locate the file you wish to upload from your computer
  7. Select Open
  8. Upload your file
- \*Repeat steps 6-8 for multiple files**
9. If adding multiple files choose the sort order in which you would like them to appear
  10. Save your changes

[View Video Tutorial](#)

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