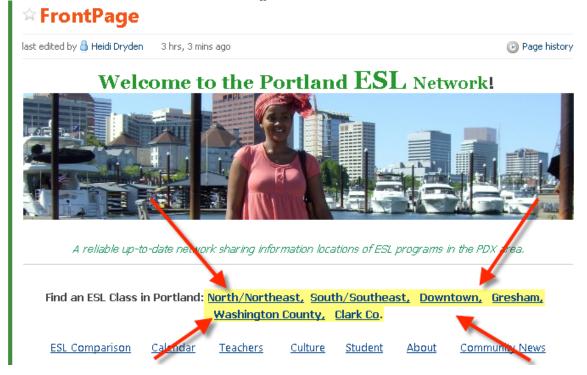
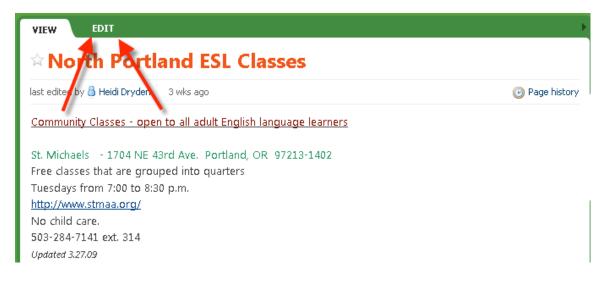
## How to add your class to the Portland ESL Frontpage

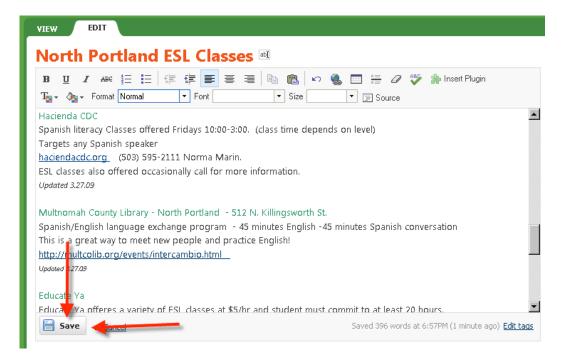
- 1. Sign into portlandesl.pbwiki.com
- 2. Choose the area that your class is located in. ie: North, South, Downtown, Gresham, Washington Co., etc.



- 3. Click on the edit tab in the top left section of the screen. Insert your class in the appropriate section of the page.
  - Some pages are divided into community, academic, or ESL for specific groups, other pages do not have this distinction.



- 4. Add relevant information:
  - Name of institution offering or sponsoring the classes
  - Term length and price of the class
  - Website and contact information
  - Additional information such as days of the week and specific times the classes are offered.
  - At the end of your entry please include *Updated* and the current date such as 4/23/09.
- 5. Press Save, located at the bottom left of the screen.



- 6. Congratulations! You have successfully added your class to the Portland ESL network. Please remember to come update your entry in the network as needed!
- 7. To return to the home page, click the portlandes! link in the very top right corner.

