

Make Google Sites Publicly Viewable

GOOGLE SITES

OVERVIEW

This job-aid provides information on how to make a Google Site publicly viewable.

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1. Open the site.
2. Click the **“Share”** icon on the top right.
3. Under *Who has access*, click **“Change”**
4. Choose the permissions you want to give.
5. Click **“Save”**

The screenshot shows the Google Sites 'Manage Site' interface. On the left, the 'Sharing and Permissions' tab is selected. The 'Who has access' section shows the current permission is 'Anyone who has the link can view'. A green box highlights the 'Change...' button next to this permission. A callout window is open, showing three sharing options: 'On - Public on the web' (selected), 'On - Anyone with the link', and 'Off - Specific people'. The 'Save' button is visible at the bottom of the callout. The 'Access' section shows 'Anyone (no sign-in required)' and 'Can view'.