Adding Google Analytics to your Weebly Portfolio

Now that you have a great looking portfolio, wouldn't it be nice to know if anyone has actually read it? By adding Google Analytics tracking code to your website, not only can you can easily determine how many people have visited, but you will also gain access to know:

- How many visits are from new visitors
- How long are visitors staying on your site
- What pages of your site they are browsing

You can even set up custom tracking campaigns, which will help you answer questions such as: "How many people got to my site from that link I posted on my Facebook status?"

The following guide will walk you through signing up for a Google Analytics account, and also will help you set up the JavaScript tracking code on your Weebly portfolio.

Step 1: Sign up for a Google Analytics account

Before we add the tracking code, we will first need to sign up for a Google Analytics account. This account will give us access to tracking statistics collected by Google on the visitors to your site.

- 1. First, visit <u>http://www.google.com/analytics</u>
- 2. Click on "Create an Account"
- 3. If you don't already have a Google account, you will need to sign up for one. Just click the red "Sign-up" button in the top-right corner of the page, and follow along with the steps. If you do have an account already, sign-in with it. If you are already signed in, continue to step 4.
- 4. Once you have a Google account and are signed in, return to <u>http://www.google.com/analytics</u> and you will be presented with a page containing the sign-up link:

Start analyzing your site's traffic in 3 steps



5. Click the "Sign up" button on the right.

6. The first part of the sign-up will ask you if you want to track a Web Site, or an App. Select that you would like to track a "Web Site".

Web Site	Арр
Track web sites whose HTML	Track interactions within
you control	Android and iOS apps

7. Next, fill in the form with information about your Weebly portfolio. You should use the same name you had chosen for your portfolio. Also make sure you use the exact URL of your Weebly site. Your Web Site URL can be located under the "Settings" tab through the Weebly editor.

Setting up your web property	
Website Name	
My Weebly Website	
Web Site URL	
http:// * ioev.weebly.com	
Example: http://www.mywebsite.com	
Industry Category 👔	
Education and Government	
Reporting Time Zone	
Canada	 (GMT-06:00) Central Time - Winnipeg

8. Finally you will need to fill in your account name. You can choose whatever name you'd like for this step. Also, you should read the descriptions of the data sharing settings, and decide what data you feel comfortable sharing with Google. If you're not sure, then just uncheck the Data Sharing Setting options.

Setting up your account
Account Name Accounts are the top-most level of organization and contain one or more tracking IDs.
My Google Analytics
Data Sharing Settings 👔
With other Google products only optional Enable enhanced ad features and an improved experience with AdWords, AdSense and other Google products by sharing your website's Google Analytics data with other Google services. Only Google services (no third parties) will be able to access your data. Show example
Anonymously with Google and others optional Enable benchmarking by sharing your website data in an anonymous form. Google will remove all identifiable information about your website, combine the data with hundreds of other anonymous sites in comparable industries and report aggregate trends in the benchmarking service. Show example

9. To finish the sign-up, click on the "Get Tracking ID" button, select your region (Canada) and read and accept the terms and conditions.

What would you like to track?



Once you've signed up, you will see a message of "Tracking Not Installed". This is fine, because installing the tracking script is what we'll be doing next.

Below this, you'll see a textbox with JavaScript code that looks like the following image:

This is your tracking code. Copy and paste it into the code of every page you want to track.



We'll be copying this code into the header of your Weebly portfolio. In doing this, your Google analytics account will be able to track visitors on each page of your portfolio. To copy the text:

1. Highlight all of the code in this textbox by clicking and dragging, right-click, and select copy.

Now login to your Weebly account, and click to edit your portfolio. Once you are at the Weebly editor page, follow these instructions to add the tracking code to all of the pages on your portfolio:

- 1. Click on the Settings Tab
- 2. Click the "Search Engine Optimization (SEO)" option
- Paste the code you copied on the Google Analytics site, into the "Header Code" field
- 4. Click "Save"

Edit Site Settings		Close >
General Settings		
🗐 Search Engine Op	timization (SEO)	
Site Description:		
Meta Keywords:	(separate each keyword with a comma)	
Footer Code:		
Header Code:	<pre>cscript type="text/javascript"></pre>	
 Hide site from search engines: 		

Finally, you will need to publish the site for the changes to take effect:

5. Publish your site by clicking the Publish we button

The tracking code is working as soon as you copy it onto your site, but it may take up to 24-hours for Google to see that the tracking was installed, so don't worry if you still see the "Tracking Not Installed" message on the Google Analytics page. After a day or so, you will see a message like this one in Google Analytics under Admin -> Tracking Info:

Tracking ID

Status: Receiving Data



Additionally, you should be able to see traffic listed in your Google Analytics "Reporting" page.



And you're all set! Your site is now set up to track visitors using Google Analytics. From here, you will want to check out the Google Analytics help page at <u>http://support.google.com/analytics/</u> for some great tips on how you can use the reporting information to get more visitors to your portfolio.