## **Attaching Documents in Weave**

- To attach your unit's completed Continuous Improvement Report or any other document to your Weave report, first open the assessment report where the document will be attached.
- 2 Scroll to the bottom of the assessment report. You should see a **Project Attachments** section. From here you can attach files to your report by either dragging your files into the box or clicking 'browse for files.'

