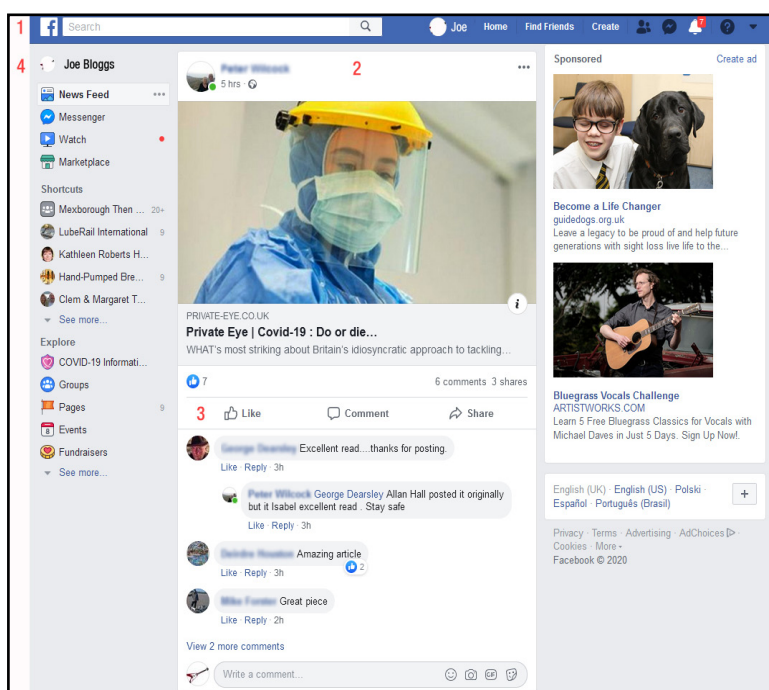
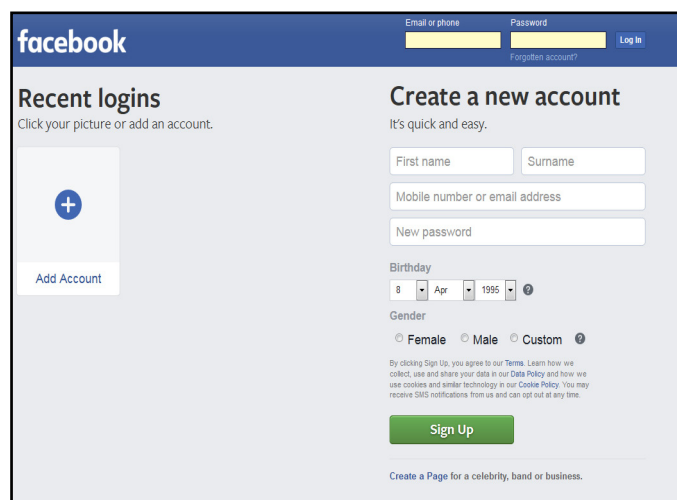


# GETTING STARTED WITH FACEBOOK

Whether in virus lockdown, or just in ordinary life, social interaction is vital to all of us. These guides will help you set up the most popular social media apps.

## Making your new Facebook account

- 1 In an Internet browser (Firefox, Chrome etc) go to this address: **www.facebook.com**
- 2 All you have to do to add a new account is to fill in the box on the right, with your name, mobile phone number or email address (if you have one).
- 3 Then give yourself a strong password that you can remember (!), fill in your birthdate and gender and you're good to go.
- 4 If you already have a Facebook account, you can add more from this page - but you'll need to log out of Facebook and then do Step one to get to this screen.



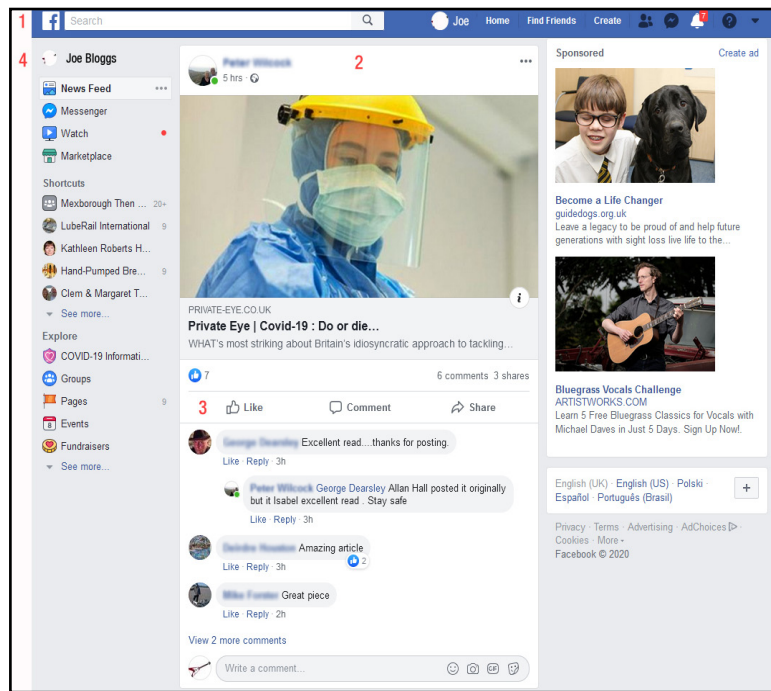
## Navigating the Facebook screen

When you open Facebook, you will see a home screen like the one on the left.

1 Across the top are:

- A search box - type the names of friends, groups or just places in here and search for them then invite them to become your friends.
- Your name and picture (in this case Joe). Click on your name to go to your personal profile page.
- Home - use this to come back to this screen.
- Find Friends - as it says, click on this to find and add friends. Create is for making your own pages.
- The two heads icon tells you if you have had friend requests from other people.
- The lightning bolt in the black circle is Messenger - click on this to send and get instant text messages from friends.
- The bell tells of outstanding notifications - here there are 7. Click the bell to see them.
- The ? is a help box.

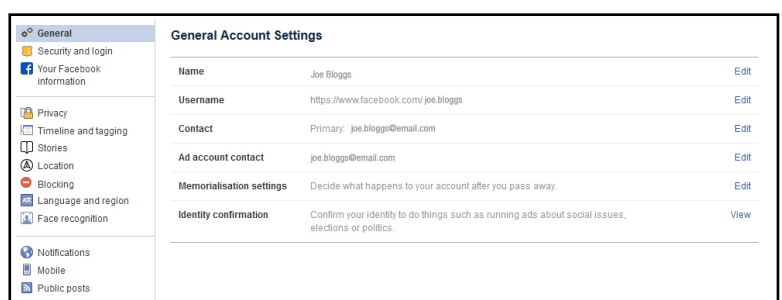
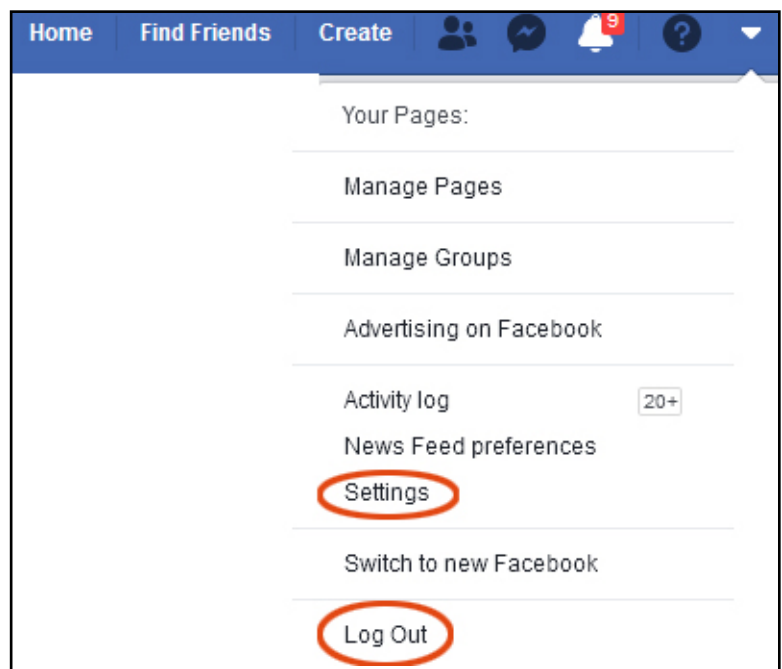
## Navigating Facebook continued



- **2** Is the main story area, where you read posts.
- The name of the poster is on top (here they have been blurred for data protection reasons). Under it there can be a picture of video.
- Right at the top of the page is a Create Post area - this is where you can write and publish your own post, with words, pictures and videos that you can upload from your device.
- **3** Under the post (beneath the picture here), people can post comments.
- Use the Write a comment box to enter your own comment.
- Click the Like button to add a like to the post, or click on the Share button to share it with your friends.
- **4** Down the left hand side are more buttons.
- These start again with your identity.
- Next down is News Feed (which is the page you are looking at here).
- Clicking Messenger will take you to the text messaging system.
- Watch lets you watch live broadcasts.
- And Marketplace can be a great place to pick up local bargains.

## Staying safe on Facebook

- After the ? button on the main menu you will notice a drop down triangle. Clicking on this will show you a menu, as on the left.
- Here you can sign out of Facebook - and also access your profile settings.
- Settings are an important safety feature for you. Set up properly, they can help keep you clear of would-be online abusers.
- Clicking Settings takes you to the bottom right screen.
- As you can see from the General Account Settings, each setting is listed on its own line and you simply click on its Edit link to edit it. Full instructions on what you can change are then offered.
- The main sections are covered in the menu on the left and the ones to pay attention to are Security & Login, Your Facebook Information, Privacy, Timeline and Tagging, Location and Blocking.
- There are far too many settings on these pages to cover here, but clicking Edit on any one of them will take you to a simple description of options you can change.
- For example on Timeline and Tagging you can pick who sees your posts
- On Location you can stop your mobile reporting your whereabouts to Facebook.
- On Security & Login you can manage and change your password.  
And most importantly, if you come across someone on Facebook that you don't like, you can completely block all access to and from them on Blocking.



# Facebook on your mobile

## Setting up your Facebook account

If anything, this is even easier on a mobile than a computer!

- First, go into your phone's Play Store app and search for the Facebook app.
- Download and install it (hit Open as in the top picture on the right).
- When you launch Facebook you will get a screen like the middle picture. This is a step-by-step wizard that lets you either set up and account or log into one that you already have.
- When you get logged in you will get a home page with a news feed - rather like the one in the computer version.
- Use the mobile phone menu button to access the menu. It will be on the top left of your phone screen and looks like this :



- Hitting that button will take you to the menu page (see the picture bottom right) which gives you all the buttons you have on the computer version of the program.
- You should also use the Play Store app to download and install Messenger separately if you plan to use it.

