

The image shows the Facebook logo, which consists of the word "facebook" in a white, lowercase, sans-serif font. The text is centered within a solid blue rectangular background.

facebook

**What is it all
about?**

Who am I?

Name: Sadie

Credentials: Taught everything she knows by her daughter

Experience: Started using in earnest in February 2011

Level: Enough to get by

Mentors: My daughter, niece & nephew



Scope Today

What is Facebook

Why use Facebook?

Setting up your account

The 4 main areas:

News Feed

Requests

Messenger

Notifications

But wait, there's more ...



What is Facebook?

- Called:** A social networking website
- Allows:** YOU to connect and share with your family & friends online
- Created by:** Mark Zuckerberg in 2004 while studying at Harvard University
- Today:** Largest social network with > 1 billion users



Why use Facebook?

Main → To connect and share with family & friends

And ...

Create profile with info on all parts of your life

Find & follow companies and persons of interest

Create & share photo albums

Create & share event invitations

Share videos, photos and more

Send public & private messages

Send to one person, a group or the public

Use privacy settings to control what info you share with whom

Check in to physical places online by mapping your location



Setting up Your Account

facebook

Email

Password

Log In

Keep me logged in

[Forgot your password?](#)

Facebook helps you connect and share with the people in your life.



Sign Up

It's free and always will be.

First Name:

Last Name:

Your Email:

Re-enter Email:

New Password:

I am: **Select Sex:**

Birthday: **Month:** **Day:** **Year:**

[Why do I need to provide my birthday?](#)

By clicking Sign Up, you agree to our [Terms](#) and that you have read and understand our [Data Use Policy](#).

Sign Up

[Create a Page for a celebrity, band or business.](#)

Finding Your Friends

Step 1
Import your contacts

Step 2
Profile Information

Step 3
Profile Picture

Are your friends already on Facebook?

Many of your friends may already be here. Searching your email account is the fastest way to find your friends on Facebook.



Windows Live Hotmail

Your Email:

[Find Friends](#)



Yahoo!

[Find Friends](#)



AOL

[Find Friends](#)



Other Email Service

[Find Friends](#)

[Skip this step](#)

Setting up Your Profile

facebook

Step 1
Find your friends

Step 2
Profile Information

Step 3
Profile Picture

Fill out your Profile info

This information will help you find your friends on Facebook.

High School:

College/University:

Employer:

◀ Back

Skip · [Save & Continue](#)

Uploading Your Profile Picture

Step 1

Import your contacts

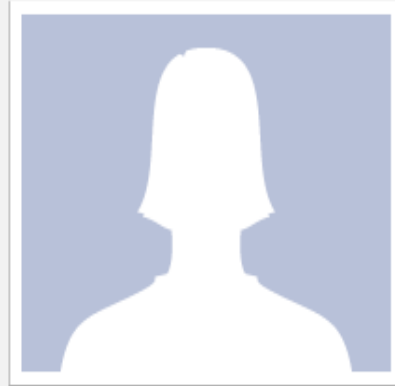
Step 2

Profile Information

Step 3

Profile Picture

Set your profile picture



Upload a Photo

From your computer

OR


Take a Photo

With your webcam

Back

Skip **Save & Continue**

Confirming Your Email Address

From: Facebook <confirm+AbmV3c2xldHRlckBxdWVlbnNsaWJyYXJ5Lm9yZw@facebookmail.com>
To:  Newsletters
Cc:
Subject: Just one more step to get started on Facebook

facebook

Hi Queens,

To complete the sign-up process, please follow this link:



<http://www.facebook.com/confirmemail.php?e=newsletters%40queenslibrary.org&c=966337>

Click here

You may be asked to enter this confirmation code: 966337

Welcome to Facebook!

The Facebook Team

Get started:

Complete Sign-up

Didn't sign up for Facebook? [Please let us know.](#)

NB: You cannot use Facebook until you complete this step.

Profile vs Homepage

Profile:

- Where you can edit the information you share with your friends, including date of birth, work history, interests, and more.
- Also where you can write updates to your friends and share photos, links, and videos.

Homepage:

- Has a list of recent updates from the individuals and companies you have chosen to follow on Facebook.
- At the top of the page, below the search box, you can also write updates to your friends and share photos, links, and videos.



Privacy

Whenever you share something on Facebook, you can choose who you'll share with = **Only me, Lists, Friends, and Public**

- 1. Set up Privacy settings:** Go to Settings, select Account Settings then Privacy.
- 2. Review Privacy Settings:** Go to your profile, select More then View Privacy Shortcuts.
- 3. When you post anything:** Choose whether this message should be public (for anyone to see), for your friends or for a specific group of friends.

<http://www.gcflearnfree.org/facebook101/4>



News Feed

Facebook does not allow you to customize the ordering of the stories you see in your News Feed; it does offer some tools to:

- **control what posts and updates** can appear in it
 - unfollow
 - hide one post or all posts from this person or company
 - report the post
- **what you do with posts**
 - like
 - comment
 - share





Requests

This area of Facebook receives incoming requests from individuals wishing you to confirm them as one of your friends. Your options = add them or delete them.

BEWARE! Some of these requests are from friends and acquaintances but some are just randoms!

Facebook also shows a list of people they think you may know ... based on the friends of friends. Your options = review and accept or simply ignore!

Messenger

Facebook chats and messages allows you to **communicate privately with your friends** on Facebook. It is just like texting on your cellular phone.

Unlike the other things you share on Facebook, such as status updates or photos, chats and messages **will not be shared** with all of your friends or posted on your Timeline.

Lingo = pm; personal message



Notifications

When one of your friends **likes** or makes a **comment** or **shares** one of your posts, a message will appear in your Notifications to let you know.



But wait, there's more ...

More ... this option allows you to view:

- your list of friends
- events you have been notified about / invited to
- the list of groups you follow
- your settings
- your privacy shortcuts
- help and support



Next Steps for You

Materials: Peter has some handouts listing Facebook lingo, definitions and useful links

Give it a go: You cannot get it wrong!
Playing around with it is the best way to learn!
Safety = limit it to friends

Enjoy 😊

