

Introduction to Facebook

What is Facebook?

A social media platform used by over 1 billion people to stay in touch with family, friends, colleagues, businesses and other organizations that interest you. You can also find news, trends, memes and viral videos on Facebook.

How to Get Started

1. Go to www.facebook.com OR download and open the Facebook app
2. If you have never used Facebook, create an account
3. Login with your email address and password (keep this information somewhere safe for future reference)

Navigating Facebook

Stories

- Similar to Snapchat
- Short user-created photo and video collections that disappear after 24 hours
- Only visible on smartphone Facebook app



Newsfeed

How to access:

- Laptop/ Desktop: Click on the blue “F” in top left OR click “home” in top centre
- Tablet & Smartphone App: Tap “Newsfeed” in either bottom left OR top left



A stream of pictures, links and text posts from your Facebook friends, as well as paid advertisements.

Promoted Posts and **Suggested Posts** are ads and suggestions from Facebook. You cannot remove them and you don't have to interact with them.

How to use the newsfeed:

- You can interact and communicate with your friends and their posts
 - **Like, Comment, Share**



Search

How to access:

- Located at the top of your screen



Use it to search for people, places, things, groups and more. Once you have found the person you are looking for you can look at their profile, send them a friend request or follow them.

Requests

- Shows you pending friend requests, which you can "Confirm" or "Delete Request"
- **People You May Know** is a list of people who are friends with your friends, or are otherwise connected to you in some way. Facebook is suggesting you should be friends with them, but you are not required to



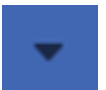
Notifications

- Updates about activity on Facebook ex/ when a friend likes your status, comments on a picture or does anything else on Facebook that relates to you
- When there is a red circle above the icon, you have notifications that you have not viewed yet



More

- You can access **General Account Settings** to review privacy and account settings
- When using the Facebook App on Smartphones, this is where you go to access your profile page
- This is also where you go to **Log Out** or **Deactivate** your account



Profile

How to access:

- Laptop or Desktop Computer OR Tablet App: Click on your name or picture in the top right corner
- Smartphone App: Tap “More” and then tap on your name or picture



What is your Profile?

- Also known as your “wall” or “timeline”
- Here you can update your profile and cover photos, edit profile information, view your friend list and more

Messenger

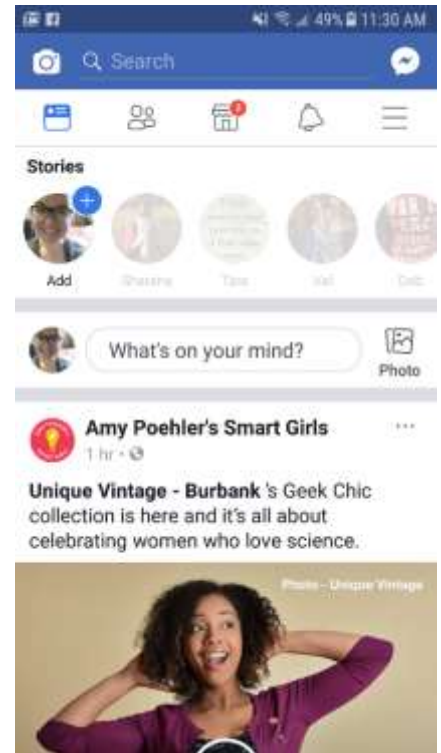
How to access:

- Laptop or Desktop Computer: Click on the lightning bolt in the top right corner
- Tablet or Smartphone App: You have 2 ways to access Messenger
 - In Facebook App: Tap on the lightning bolt
 - With Messenger App: Tap on the Messenger App





Tablet App



Smart Phone App

Laptop or Desktop Computer

