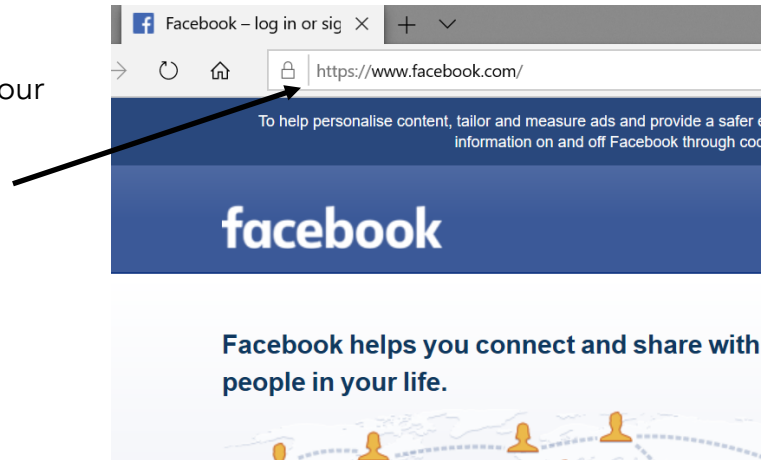


Part 1: Create an Account

Type www.facebook.com into your browser and press 'Enter' to load.



1. Enter details in the fields shown.

- First Name and Surname
- Please use an email address (this guide is based on email setup not mobile number) This is for verification purposes.
- Create a password – a strong password combination of at least six numbers, letters and characters, such as ! or &
- Enter your birth date
- Click your gender

Create an account

It's quick and easy.

First name Surname

Mobile number or email address

New password

Birthday

18 ▾ Mar ▾ 1995 ▾ ?

Gender

Female Male Custom ?

By clicking Sign Up, you agree to our Terms. Learn how we collect, use and share your data in our Data Policy and how we use cookies and similar technology in our Cookie Policy. You may receive SMS notifications from us and can opt out at any time.

Sign Up

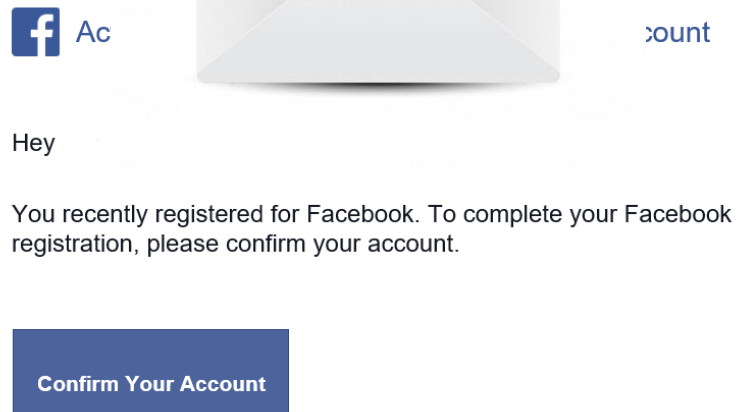
2. Click 'Sign up'.

Note – Write down your password for safekeeping, you will need this for logging into your account

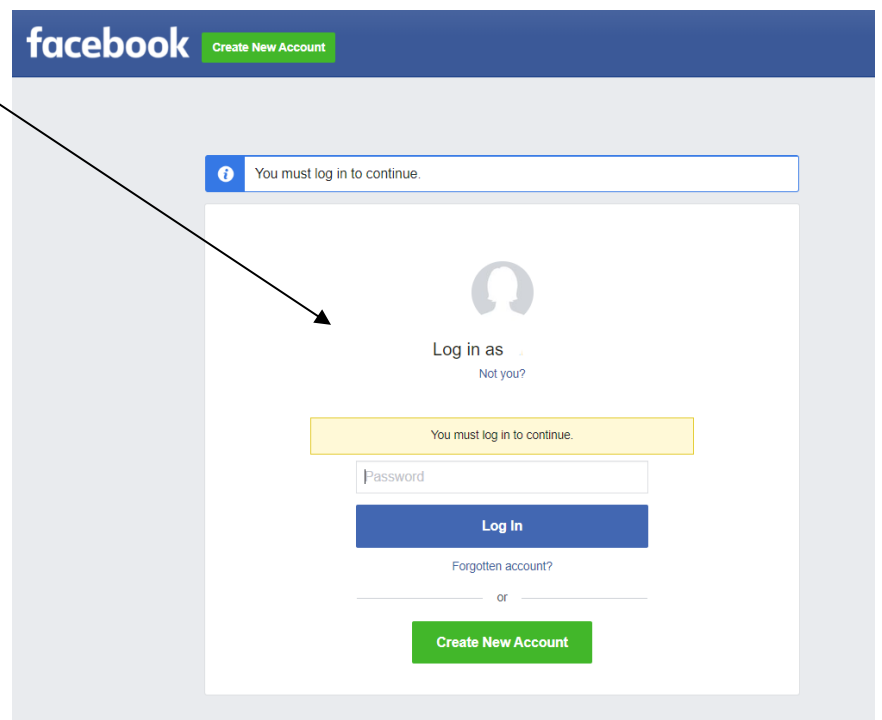
Setting up a Facebook Account

3. Go to your email and **open** the email from Facebook

4. In the email **click** on this button to confirm verification



5. The link should take you to this page where you need to **enter** your password to activate your account.

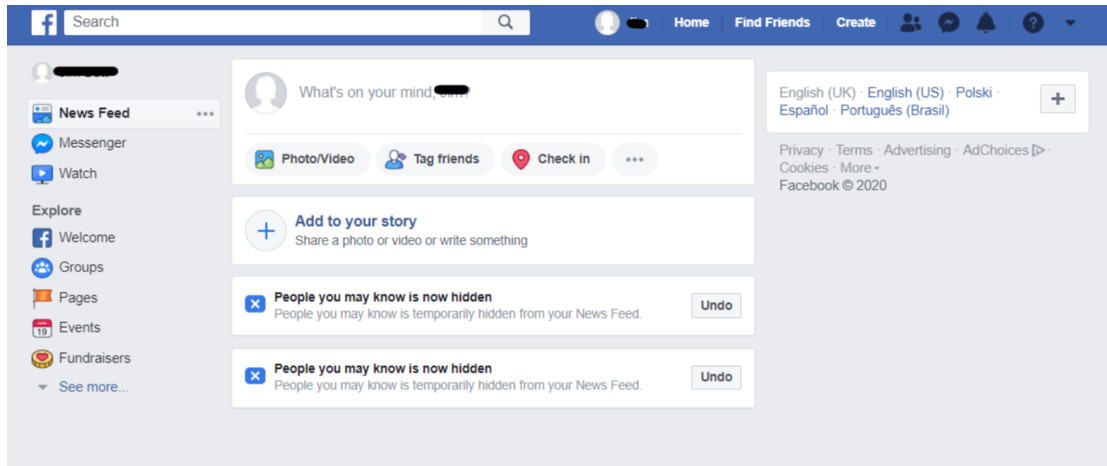


Setting up a Facebook Account

You have created your account!

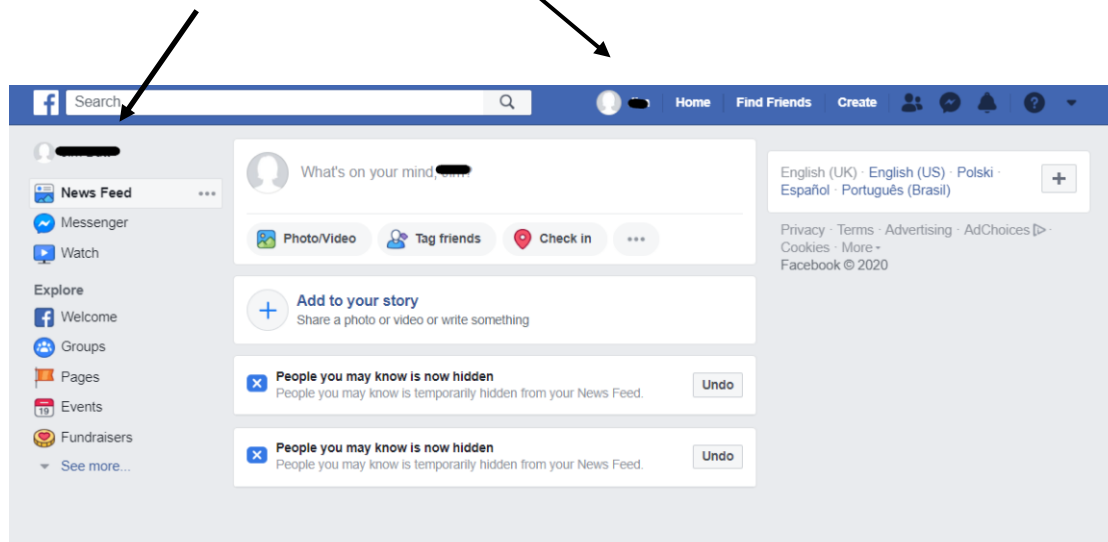
This is your News Feed, where new posts will appear from friends, groups and pages you choose to follow.

Part 2: Set up your account



1. Click on your name to open your profile page.

Your name appears here.

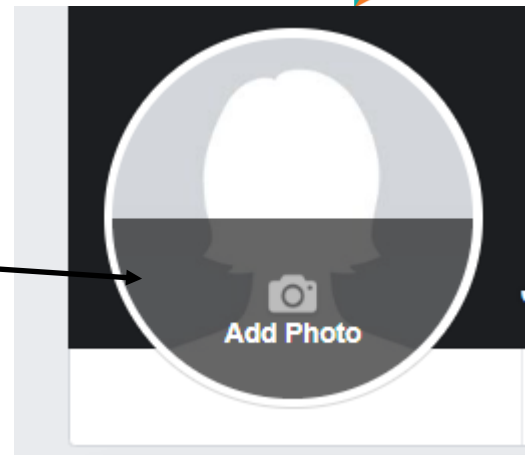


Setting up a Facebook Account

2. Add a profile picture. (optional)

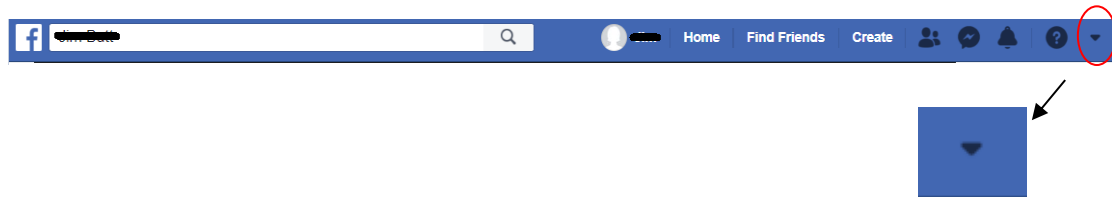
A profile picture will help friends see who you are and add you.

Click on this to add a picture from your album.

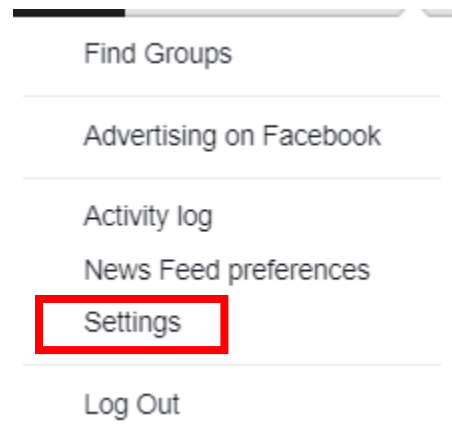


3. It is extremely important to manage your privacy settings and keep your profile private. If a friend wants to add you, they can request permission and you can choose to accept or decline them.

To manage privacy settings, **click** on the arrow on the right-hand side of the top banner in the webpage.

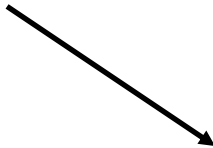


You should see a dropdown menu appear and now **click** on 'Settings'



Setting up a Facebook Account

Click on 'Privacy' in the side menu.



- General
- Security and login
- Your Facebook information
- Privacy**
- Timeline and tagging
- Stories
- Location
- Blocking
- Language and region
- Face recognition

You can now change each setting by **clicking** on edit, to enhance privacy.



Privacy Settings and Tools

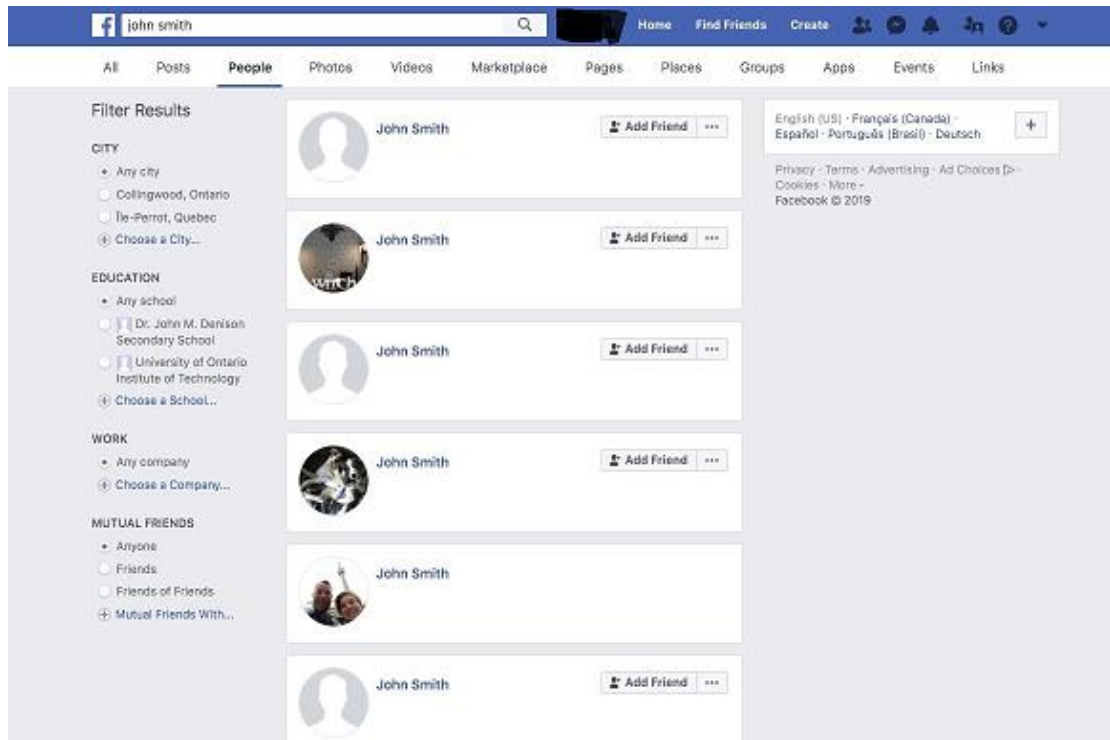
Your activity	Who can see your future posts?	Friends	Edit
	Review all your posts and things you're tagged in		Use Activity Log
	Limit the audience for posts you've shared with friends of friends or Public?		Limit Past Posts
How people can find and contact you	Who can send you friend requests?	Everyone	Edit
	Who can see your friends list?	Public	Edit
	Who can look you up using the email address you provided?	Everyone	Edit
	Who can look you up using the phone number you provided?	Everyone	Edit
	Do you want search engines outside of Facebook to link to your Profile?	Yes	Edit

Part 3: Add friends and family

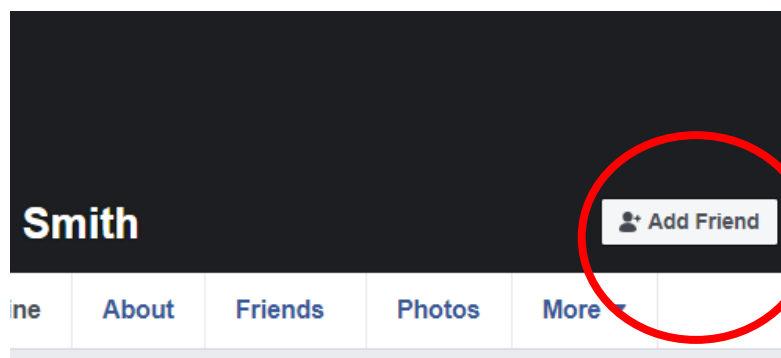
1. To look for friends **click** on the search bar and **type** a name.



2. Scroll through the list of people to find your friend.

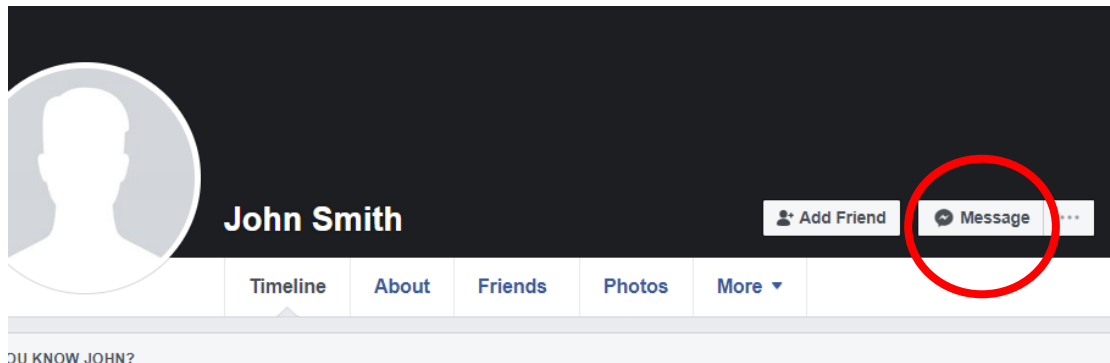


3. When you have found your friend **click** their name and you can see their profile, this will allow you to check if it is the right person.
4. Then you can click 'Add Friend' to send a friend request.



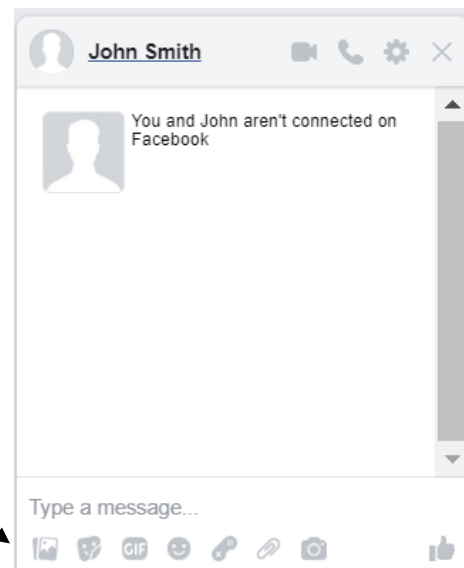
Setting up a Facebook Account

5. When that person has accepted your request, you can now message each other. **Click on message** in their profile page.



6. Next, you will see a pop-up window appear where you can type a message.

Type your message and press 'Enter' to send.



Now you can chat with your friends and family!