



# Introduction to Social Networking Facebook

Facebook is a social networking website that allows users to find and interact with friends over the internet by posting news, photos and other updates. Facebook users can be individuals, celebrities, businesses or other groups. Facebook users are able to write messages on the “wall” of other users with which they are friends. Facebook also allows users to share photos, videos, events, games and many other features.

## Create a Facebook Account

- Open your web browser and type [www.facebook.com](http://www.facebook.com) into the address bar at the top.
- The Facebook homepage features a sign up form on the right hand side of the page. Returning users are able to log in from the upper right corner of this page as well.
- After user information has been provided, Facebook will then provide the option of finding “friends” on Facebook using the addresses from your email account, as well as the options to fill in more personal information or to add a profile picture. Users are also given the option to skip these areas if desired.
- After entering or skipping these settings, a notification will appear at the top of the screen. In order to complete registration, Facebook needs to confirm that the email address provided is valid. By clicking the link provided in the email, your email address will be verified.

**Sign Up**  
It's free and always will be.

First Name:

Last Name:

Your Email:

Re-enter Email:

New Password:

I am:

Birthdate:

Why do I need to provide my birthday?

## Navigation

The Facebook website features a navigation bar at the top of the page. The main features of the site are accessible from this bar. As well, if you ever want to return to the home page of Facebook, you can do that by clicking either the word “Home” or the Facebook logo.



1. Facebook: this link will take you to your Home page
2. Friend requests: A red numbered box will appear above this icon if you have any friend requests. Click to view requests and accept or ignore them.



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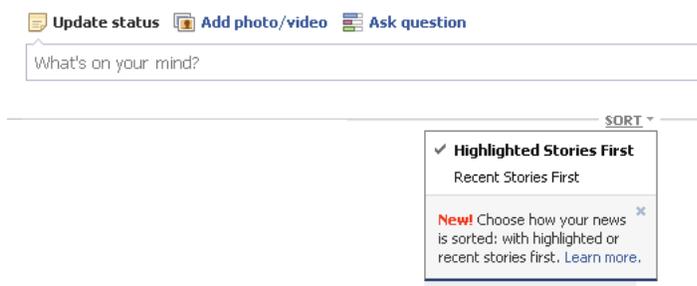
3. Messages: A red numbered box will appear above this icon if you have any personal messages (similar to emails). Clicking on this icon will also provide you with the option of composing a message to another user.
4. Notifications icon: A red numbered box will appear above this icon if you have any notifications. Notifications indicate activity involving you, such as new photos in which you have been tagged, or comments on items you have posted.
5. Search box: Search for other users, groups, apps, games or events.
6. Profile picture: A miniature version of your current profile picture. Clicking on your profile picture will allow you to change it.
7. Your name: Takes you to your personal Profile Page
8. Find Friends: Use your email contact list and other tools to find people you know on Facebook.
9. Home: this link will take you to your Home page
10. Account: Click on the small downward arrow to get a pull-down menu containing account settings, privacy settings, Facebook help, and Log Out.

### Your Home Page

You will automatically be directed to the Home page each time you sign into Facebook. The main element of the Home page is the News Feed. The News Feed is a central location for displaying information about your own activity, and that of your friends, on Facebook.

You will see all kinds of different information in your News Feed. Posts will include your own Status updates (see “Status Updates,” below) and those of your friends. You will also see photos, notes, and links posted by you and your friends. Under each post is a link to “Like” it or “Comment” on it. Some posts will also include a “Share” button that allows you to re-post that item to your own profile (and share it with your own friends). Some posts may also display a Mobile icon [  ] indicating that the post was made from a mobile device.

Anything you post on Facebook will likely appear in the News Feeds of your Facebook friends.

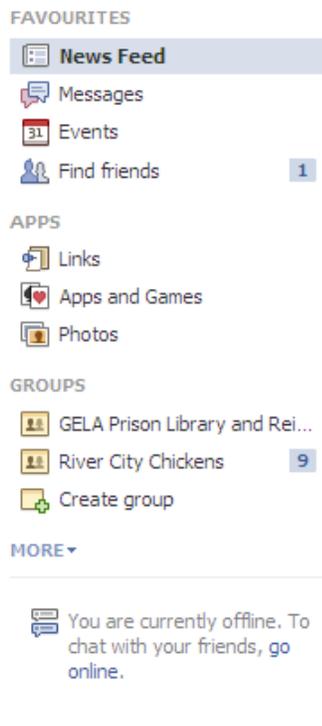


The News Feed can be organized by “Highlighted stories first” or by “Recent stories first”. To change your setting, click the little down arrow next to the word “sort” at the top of your news feed. See image at left.



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On your home page, you will also see a list on the left-hand side which lists various features of the Facebook site. Your “Favourites” are features you use often. The default feature is the “News Feed” which is what you are already looking at.

Below that is a section called “Apps.” The word “App” is short for application. Apps are like small programs that run on Facebook. They can be games, or sometimes they allow other online services you use to post things to your Facebook account. Many apps are developed by third parties (not Facebook). To find new apps, search in the search bar for the name of the app or a keyword you are interested in.

Below your Facebook apps are Groups. These are groups on Facebook that you have joined. To find new groups, search in the search bar for the name of the group or a keyword you are interested in. You may also see groups on others’ profile pages that you may want to join.

The final option in this menu is Facebook chat. This is a feature that lets you chat with your Facebook friends in real-time.

### Your Profile Page

The Profile page is different from the Home page because it contains only information which deals specifically with you. This can include comments people have written about or to you, or photos that they have “tagged” as including you. The Profile page also features any personal information that you may have provided, including schools attended, where you work and live.

As of January 2012, not all profile pages will look the same as some people have turned on their “Timeline” feature which gives their profile a different appearance and layout. However, the features are the same; you may have to search around for them.

On the Profile page, you may see a list of several options on the left side of the page beneath your profile picture:



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**Wall:** This is the main page of your profile. Wall posts are public messages written by your friends.

**Info:** A list of all the information about yourself that you have provided to Facebook.

**Photos:** Any photos you have uploaded or have been “tagged” in

**Notes:** Notes you have created (similar to journal entries)

**Friends:** A list of your Facebook friends

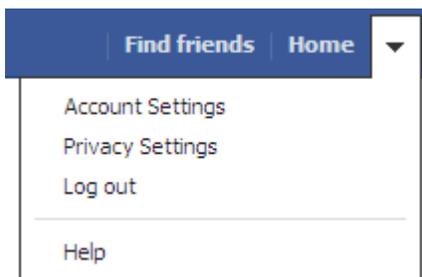
### Status Updates

The most common activity on Facebook is the “Status Update”. This is a brief entry made by the user on any subject. Status updates can be made from both the Home and Profile pages, where you see the “Share” area:



Click on the box where it says “What’s on your mind?” to type a status update for other users to view. Other options available include uploading a picture, sharing a link or a video, or asking other users a question (in the style of an opinion poll).

### Account Settings and Privacy



There are a large number of account and privacy settings available on Facebook. Your account settings affect who can see your posts and information. These settings are accessible from the pull-down menu at the far right end of the navigation bar. It is advisable to take the time to visit these pages and adjust the settings in order to ensure full knowledge and satisfaction with the various aspects and privacy of your account. For more information, visit the Facebook Help Centre at <http://www.facebook.com/help/privacy>