Check out our website!

www.nvcc.edu/woodbridge/computer-lab

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Disclaimer: All screenshots in this document are taken from the following website: www.facebook.com
Facebook

Facebook is a popular social networking site where you can stay connected with your family and friends around the world. Facebook allows users to add friends, share photos, videos, and other interesting things with their friends and view other’s shared information as well. Facebook is free and available to anyone with a valid email address.

Creating an Account:

- Visit www.facebook.com and click on Sign Up to create an account
- Fill out the information and click Sign Up
- You will be asked to add friends, school, college, location, photo, and other information to build your profile
- Sign in to your email to verify your account

Logging In

- Visit www.facebook.com
- Type in your username and password to login to your account
- You can also install the Facebook app on your mobile device
Facebook Interface:

1. Search for friends
2. Go to your home page
3. Search for friends
4. View friend requests, messages, notification, privacy settings, and change other settings of your account
5. Edit your profile information
6. View or add news feeds, messages, events, friends, apps, interests, pages etc.
7. Add a post
8. View feeds from people you are following
9. View trending news
10. View recommended pages and games
Editing Your Profile

- Click on **Edit Profile**

- You can add information about you work, education, places you have lived, contact information, family and relationships, and further details about yourself.

Adding Posts

1. **Update Status**
2. **http://www.youtube.com**
3. 
4. **Friends**
5. **Post**

Go to your **Home** page

1. Type your post in the textbox located under **Update Status**
2. To share a link, simply copy and paste the link to the text box
3. By using these 4 sets of options you can add people, location, images/videos, and emoticons to your post
4. Click on the sharing drop down menu to select who can view your post
5. Click Post to publish your post

Uploading Photos and Videos
You can add photos or videos on Facebook from your computer and phone

- Click on Photos
- Click Create Album

- Browse to your computer/mobile device to select the picture/videos that you would like to upload and click Open

Liking and Commenting
- If you like a post, picture, video or other item shared by others, you can click Like to like it
- You can also add comments to other’s posts by clicking on Comment and typing your message
Searching for Friends
- Click on Find Friends on your homepage
- Type the person’s name on the search box and press search

Inviting Friends
In order to be friends with someone on Facebook, you must send an invitation to the person. If the person accepts the invitation, then you will be friends with them and can see all their posts and information as well as share yours with them.

- To invite a person, find them on Facebook or type their email address and click on Invite Friend