FACEBOOK

Introduce Yourselves:
- Name
- Pronouns
- Facebook familiarity/interests

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Check out the Community Workshop Series Workshop website to learn more about the program and find out about upcoming classes!

http://cws.web.unc.edu/

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Double click on the web browser of your choice (Firefox, Chrome, Explorer)
Type in Facebook.com into the address bar. You will be taken to the page below.
Fill in all the information under “Sign Up”
Enter in an email address that you know you can access.

If you do not want to create a Facebook page at this time, this is totally alright! You can use the student account to practice using Facebook and then you can decide if you want to create an account.
MAKE FRIENDS, SEND MESSAGES

For this activity, I would like you to find a partner in the class. Now I would you to search for this person in search bar of Facebook pictured below. When you find them, submit a “friend request.”

A friend request looks like this:

The **friend request button** is located at the top right of the screen under the banner photo.

For this activity, I want you to practice sending a private message to your partner.

To send a private message, look for the message icon on the top right of your screen:

- When you click on the message icon a message box will appear in the lower right of your screen.
- To send a message to your partner, type in the name your partner is using on Facebook after the word “To:” You can think of this box as the “To” line of a letter.
- Now you should be able to write any message you would like your partner. If you are wondering what to write, you might tell them what your favorite color is.
For this activity, I would you to adjust your privacy settings. Privacy settings are personal. We have different comfort levels of information that we would like to share or not share. Therefore, this exercise will largely be one that you will direct.

Click the down arrow in the top right corner and select settings.

- In settings, in the left-hand column click “Privacy”
- You will now see a table that looks like the one pictured below:
- Click on the edit button in the right-hand corner.
- Select the people or groups of people that you would like to be able to see this information. You can keep the information completely private.
UPDATE YOUR STATUS

For this activity, we are going to write a status update. A status update goes to all your friends. You may write whatever you like in your status update. If you are unsure what to write, people on Facebook often post about food.

Click on your name in the top right hand corner. You will be taken to your timeline.

Click on the box that says: “What’s on your mind?”

When you are ready to post, hit share.
For this activity, imagine that you want to post a picture of your new puppy, Frank. Photos are often shared as a status update.

Click on your name in the top right hand corner. You will be taken to your timeline.

Click on the box that says: “What’s on your mind?”

Click on the button in the far left that says Photo/Video.

A pop box of files saved on your computer will appear.

Select the folder on the left that says pictures.

Click on the picture saved as "frank.jpg"

Click the Open button (the pop-up box will close as the picture of Frank is uploaded to Facebook).

When you are ready to post, hit Share!
Sometimes we Unfriend people on facebook. This means this person is no longer able to see your photos or posts. There are a lot of reasons you might choose to unfriend someone. For example, you might friend a colleague at work because of a work project. Now that the project is over you would like a little more privacy.

For this last activity, I would like you to “Unfriend” your partner in the class. (You can re-friend later if you want!)

Go to the search bar at the top of facebook

Type in your friend's name and hit enter.

Next to their name on the right hand side where it says friends, there is a an arrow pointing down.

Click on this arrow.

Click on the last option, “Unfriend”
More Resources for Computer Instruction

Community Workshop Series Classes

Chapel Hill Public Library
Wednesdays at 6-7:30pm
To register for class, contact the CHPL at (919) 968-2777.

Durham SW Public Library
Thursdays at 6-7:30pm
To register for class, contact the Durham Branch at (919) 560-8590.

Cybrary at Carrboro
Saturday at 10-11:30pm
To register for class, contact the Cybrary at (919) 969-3006.

More Local Resources

Kramden Institute
https://kramden.org/classes/
Phone: 919-293-1133
Email: info@kramden.org
Hours: Mon - Fri 9am – 5pm
Wed 9am – 9pm

Orange County Literacy Council
http://orangeliteracy.org/
Phone: (919) 914-6153
oclc@orangeliteracy.org

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