

A Guide to Facebook



Included in this guide:

- What is Facebook?
- How to Create a Facebook Account on a Web Browser
- How to Create a Facebook Account on an App

What is Facebook?

Facebook is a free social networking platform that you can access via a web browser or download via the App Store/Google Play Store. Facebook allows you to connect with friends, family, and organisations online. You can send and receive messages, audio calls, video calls, photos, and videos individually or as part of a group chat. To send and receive messages on Facebook you must have the Messenger app also downloaded.

If you have any further questions, please feel free to contact 0113 380 4300 for more support.

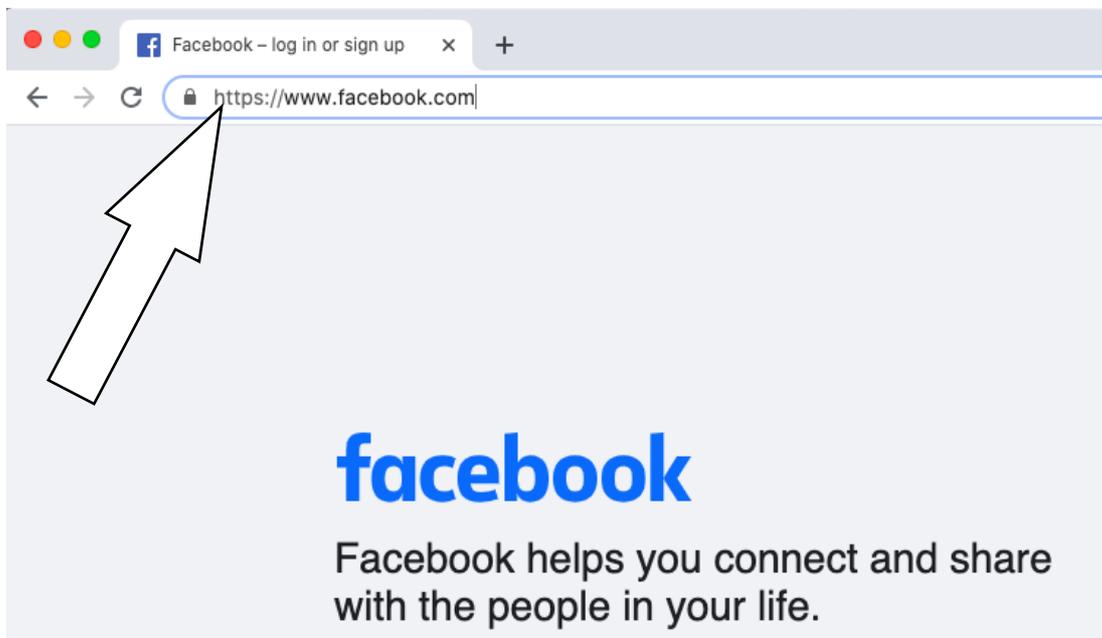


How to Create a Facebook Account on a Web Browser

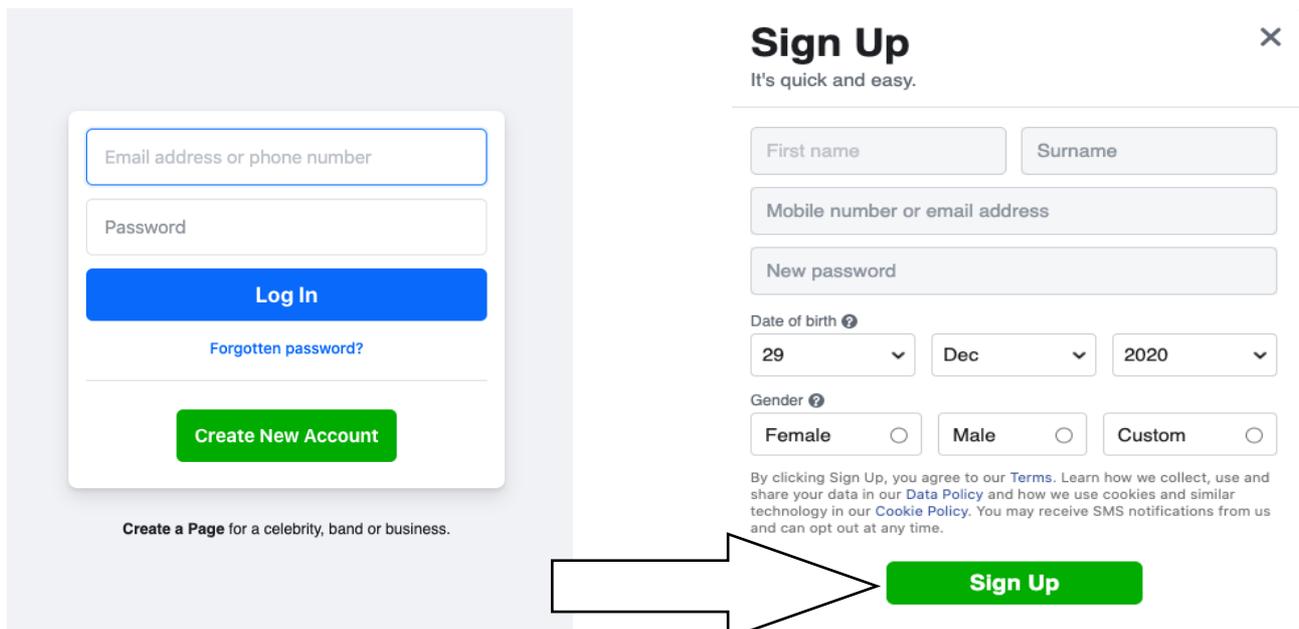
1. Open your web browser. This might be Google Chrome or Microsoft Edge:



2. Type 'www.facebook.com' into the search bar at the top of the screen and click enter.

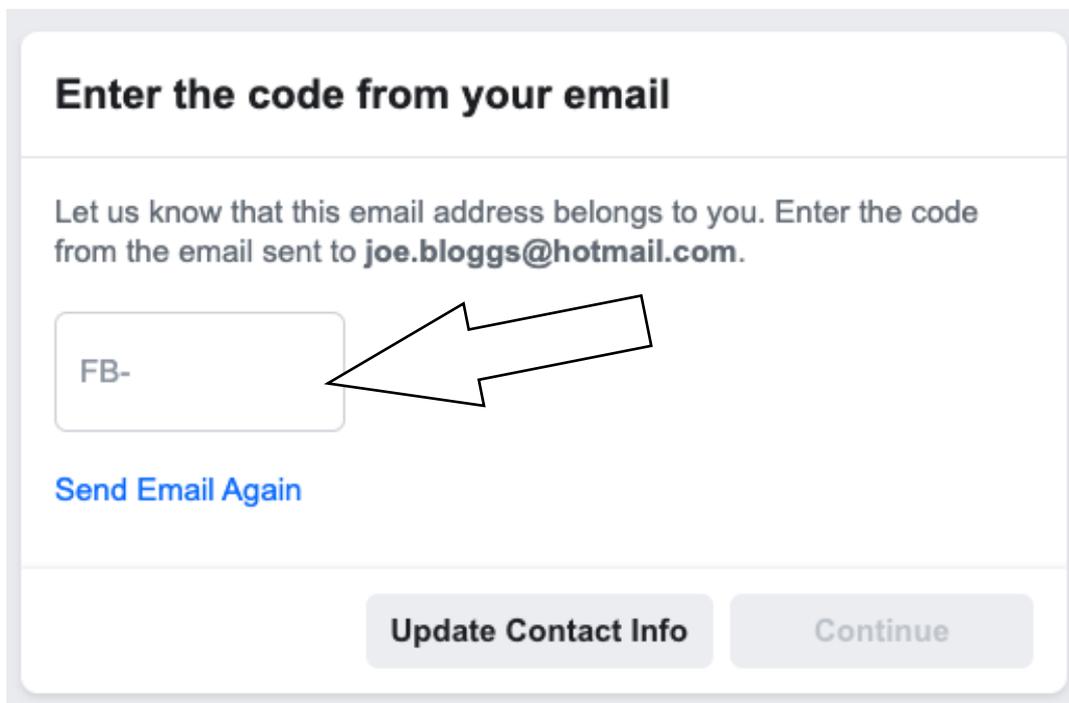


3. Click on the green 'Create New Account' button and enter your personal information in each box. Once done, click the green 'Sign Up' button.



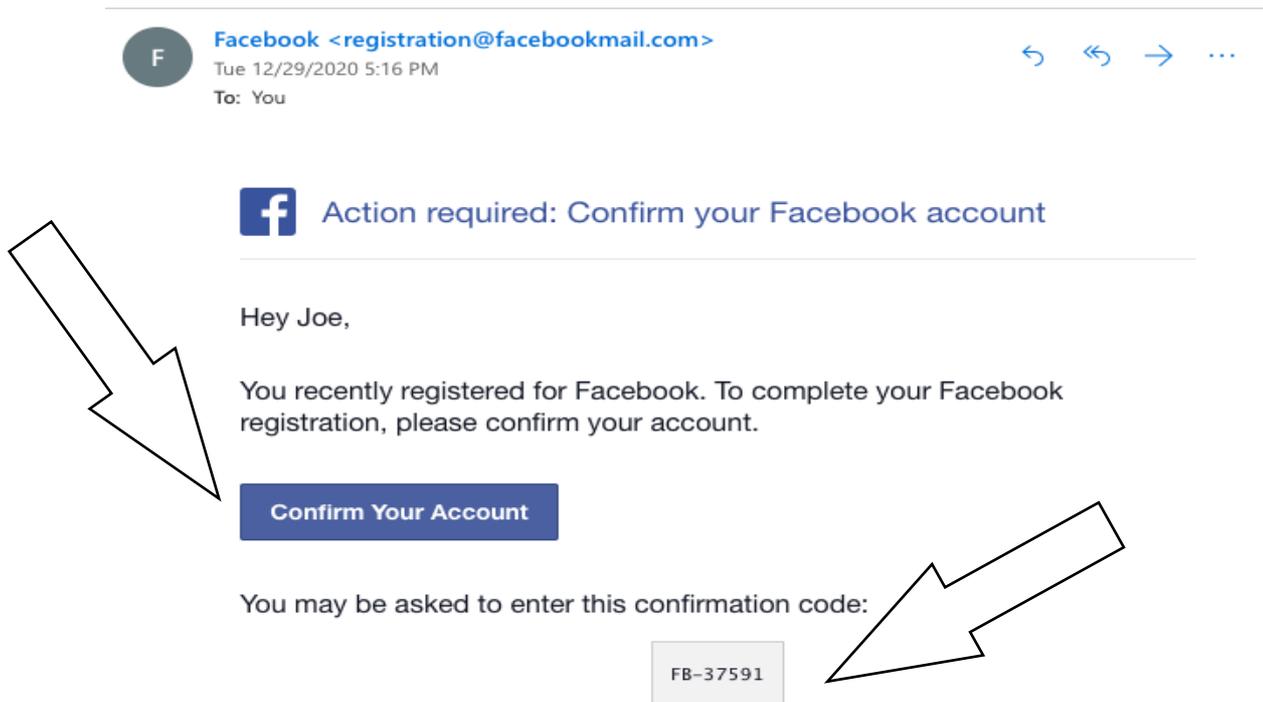
The image shows two parts of the Facebook account creation process. On the left is the 'Log In' screen with fields for 'Email address or phone number' and 'Password', a blue 'Log In' button, a link for 'Forgotten password?', and a green 'Create New Account' button. Below this is the text 'Create a Page for a celebrity, band or business.' On the right is the 'Sign Up' screen with a close button (X) and the text 'It's quick and easy.' It contains several input fields: 'First name', 'Surname', 'Mobile number or email address', and 'New password'. Below these are dropdown menus for 'Date of birth' (set to 29 Dec 2020) and radio buttons for 'Gender' (Female, Male, Custom). A green 'Sign Up' button is at the bottom right, with a white arrow pointing to it from the 'Create New Account' button on the left. At the bottom of the 'Sign Up' screen, there is a small disclaimer: '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.'

4. Facebook will now send you a verification email to your inbox. Log in to your email.



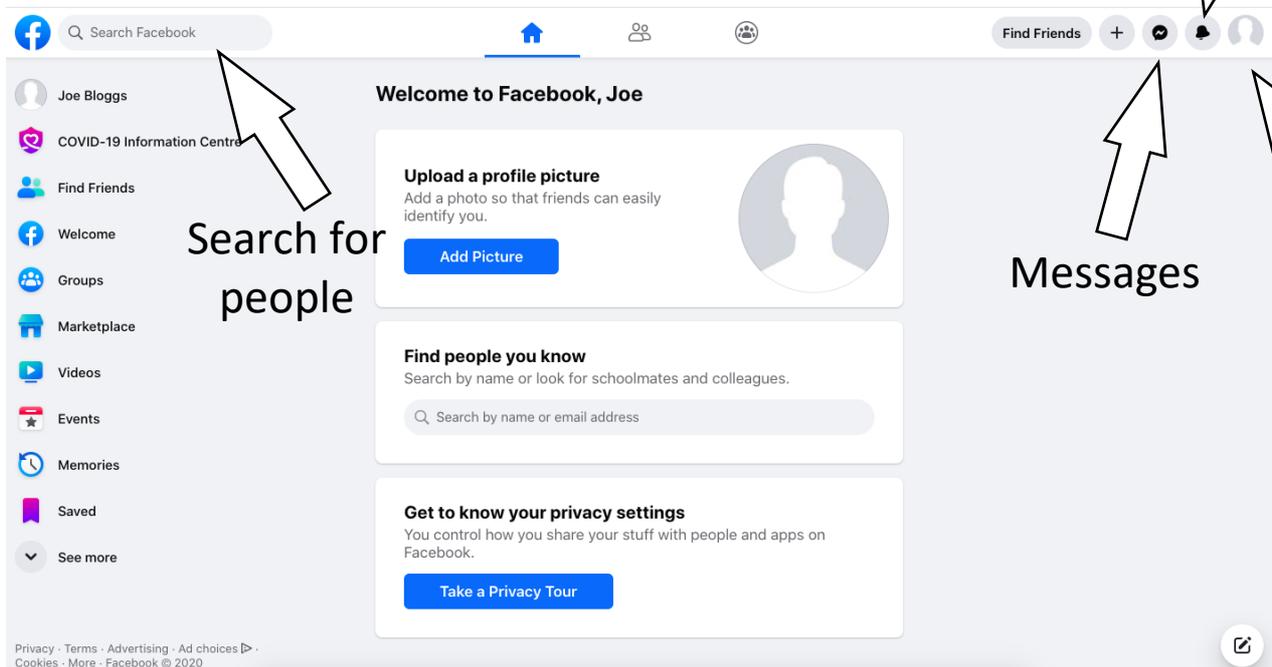
The image shows the 'Enter the code from your email' verification screen. It has a title 'Enter the code from your email' and a message: 'Let us know that this email address belongs to you. Enter the code from the email sent to joe.bloggs@hotmail.com.' Below the message is a text input field containing 'FB-' with a white arrow pointing to it from the right. Underneath the input field is a blue link 'Send Email Again'. At the bottom of the screen are two buttons: 'Update Contact Info' and 'Continue'.

5. Click 'Confirm Your Account' and then copy and enter the code into the white box.



Notifications

6. This is your homepage. You now have a Facebook account!

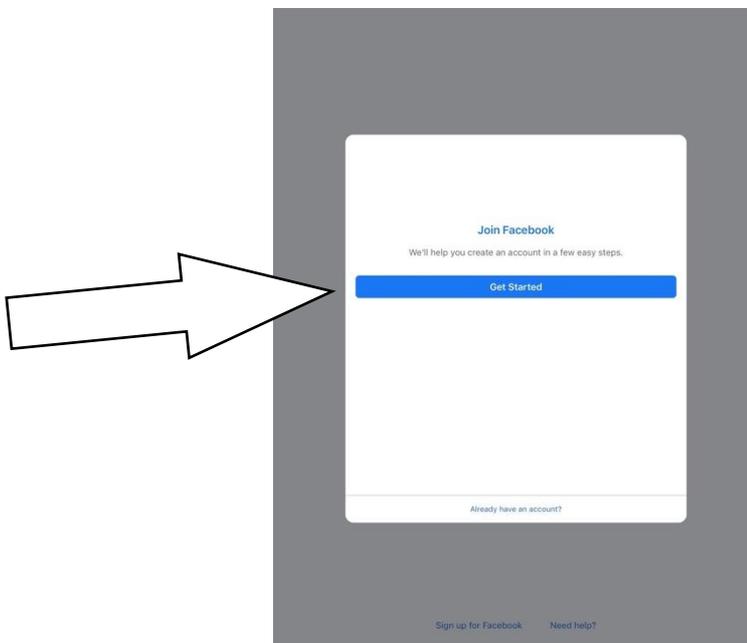


How to Create a Facebook Account on an App

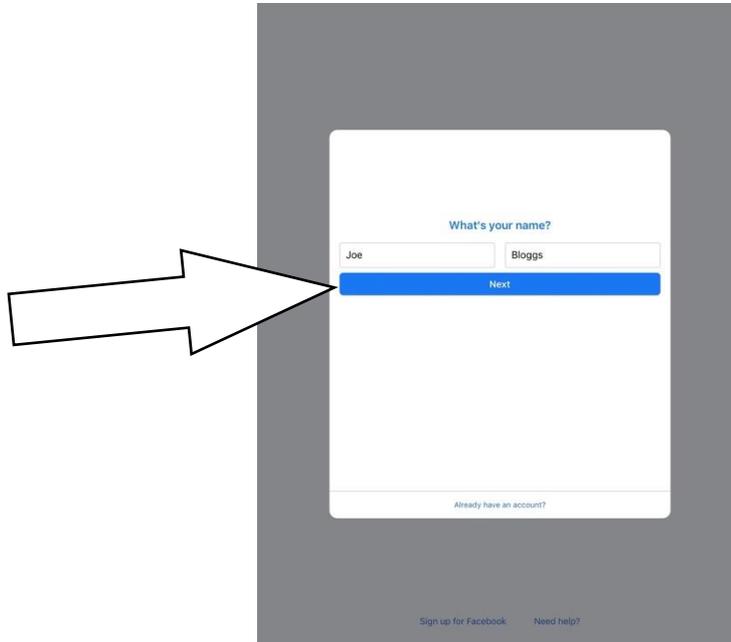
1. Open the Facebook app on your device.



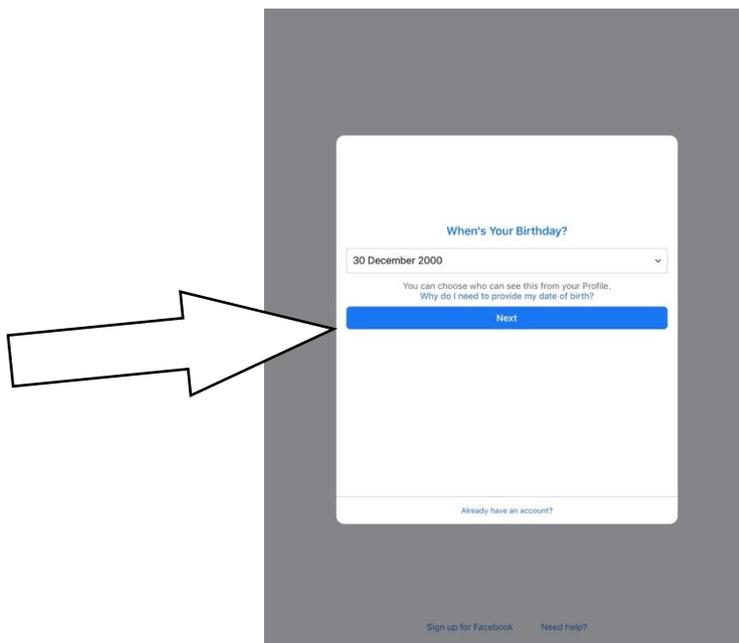
2. Tap the blue 'Get Started' button.



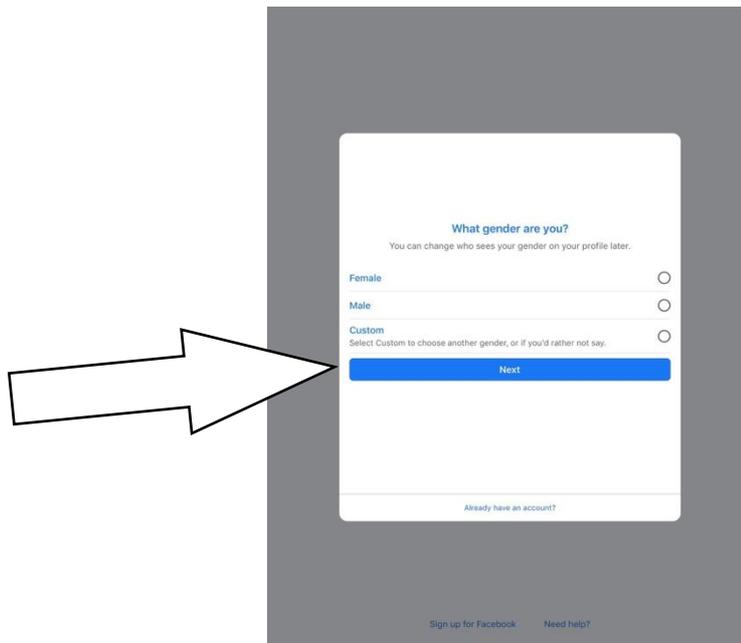
3. Enter your name, then tap the blue 'Next' button.



4. Enter your birthday, then tap the blue 'Next' button.



5. Enter your gender, then tap the blue 'Next' button.



What gender are you?
You can change who sees your gender on your profile later.

Female

Male

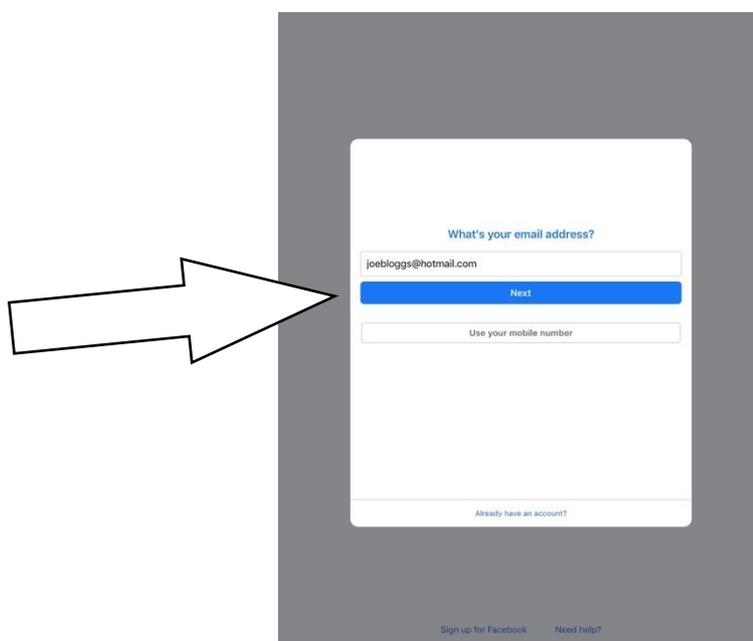
Custom
Select Custom to choose another gender, or if you'd rather not say.

Next

Already have an account?

Sign up for Facebook Need help?

6. Enter your email address or your mobile number, then tap the blue 'Next' button'.



What's your email address?

joebloggs@hotmail.com

Next

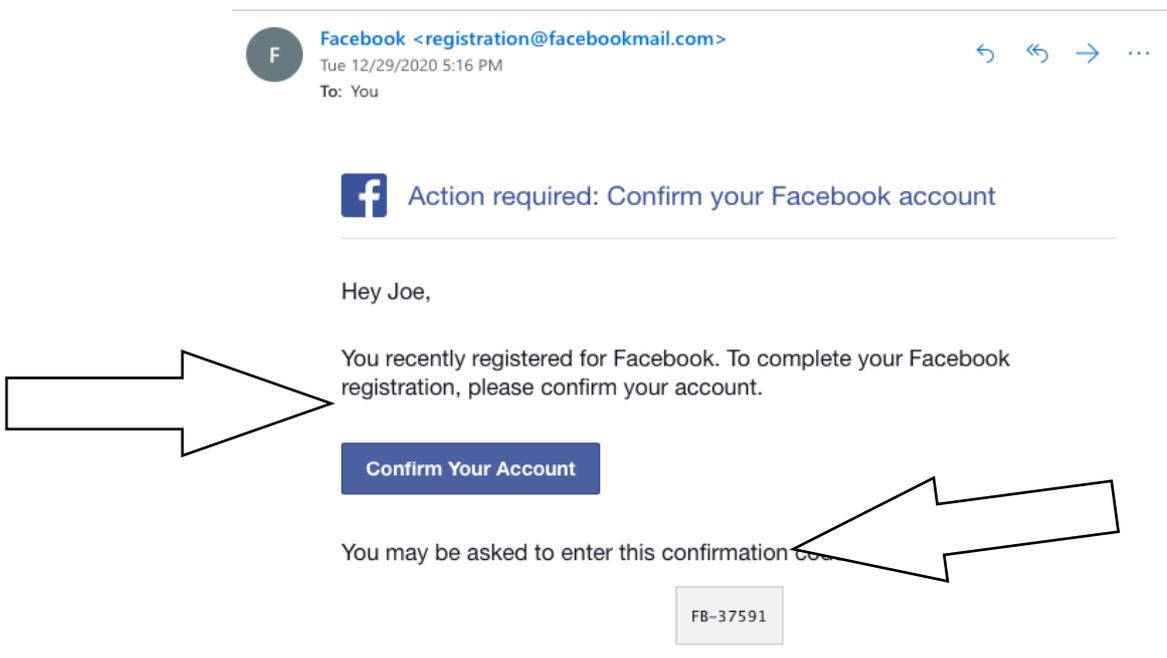
Use your mobile number

Already have an account?

Sign up for Facebook Need help?

7. Facebook will now send you a verification email to your inbox. Open your email.

8. Tap the blue 'Confirm Your Account' button. You will then be redirected to your new Facebook page and may be asked to copy this code into a box.



9. You now have a Facebook account!

