

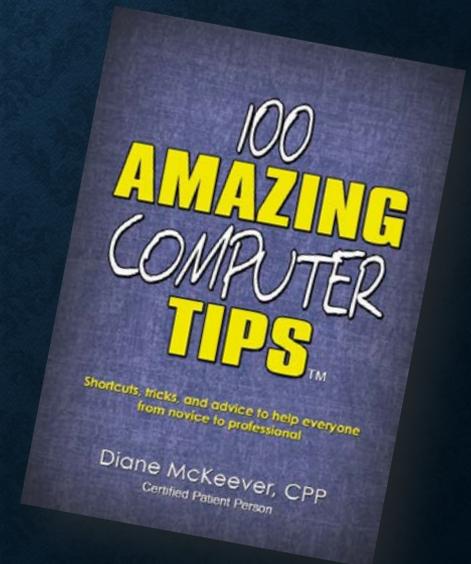
## Controlling Your Facebook Experience



Diane McKeever, CPP  
Certified Patient Person

# Introduction

- Coaching adult learners for over 25 years
- Author – 100 Amazing Computer Tips - \$14.99
- Blogger – [100ComputerTipsIn100Days.blogspot.com](http://100ComputerTipsIn100Days.blogspot.com)
- Facebook user more than 8 years, 800 friends

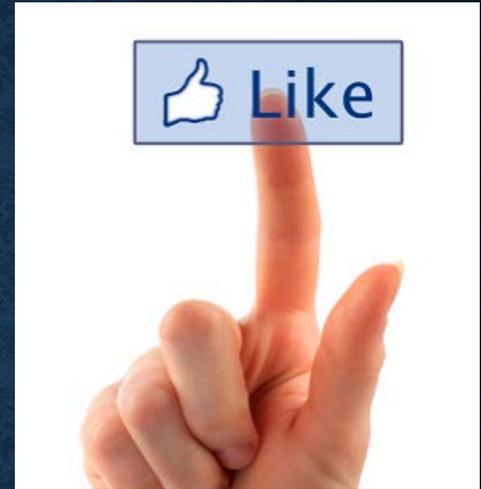


Should you or shouldn't you?



# Why join Facebook?

- A multi-layered experience
- A dominant source of information
- A place for engagement and interaction
- Not going away
- Over 1 Billion people a day can't be wrong!



# Reasons NOT to join Facebook

- Time waster
- Addictive
- Privacy concerns
- TMI
- Let the past stay in the past!



# Navigating Facebook



# Your Home Page (News Feed)

Search box

Type your Status update or "post" here.

Privacy Settings

The screenshot shows a Facebook home page for user Sara Mannion. At the top, there is a search bar with the text "Search for people, places and things". To the right of the search bar are navigation links for "Home" and "Find Friends". A red arrow points from the "Privacy Settings" label to a gear icon in the top right corner. A blue box labeled "Search box" has an arrow pointing to the search bar. Another blue box labeled "Type your Status update or 'post' here." has an arrow pointing to the "Update Status" button. The main content area features a "What's on your mind?" prompt, followed by a post from "100 Computer Tips in 100 Days" and "Diane Kortjohn McKeever" sharing a link. The link content includes a table of "Recent activity" with columns for "Access Type", "Location (IP address)", and "Device". Below the table is a post titled "100 Computer Tips in 100 Days: Amazing Tip - Logging out of Gmail remotely". To the right of the main feed is a "TRENDING" section with posts from Lindsay Lohan, Hawaiian Airlines, and Joss Whedon. Below that is a "SPONSORED" section for "Enroll at NCC today!". At the bottom right, there is a "YOU CAN QUIT!" advertisement and a "DeVry University" post. On the far right, a vertical list of friends and their activity is visible, including Christina Boccadoro, Diane Kortjohn McKeever, Said Mammedov, Tyler Payne, Sam Bowtell, Andrew Rossbach, Jack Garfield, Kyla Johns, Timmy Macdonald, Stephen Walker, Christina Boccadoro, and Julia Westerman. A search bar is at the bottom right of this list.

Access Type [ ? ] (Browser, mobile, POP3, etc.)	Location (IP address) [ ? ]	Device
Browser (Chrome) <a href="#">Show details</a>	* United States (FL) (2601:b:480:80d:cd12:3ec4:db65:4c7)	1 (1)
Browser (Chrome) <a href="#">Show details</a>	* United States (FL) (2601:b:480:80d:cd12:3ec4:db65:4c7)	1 (2)

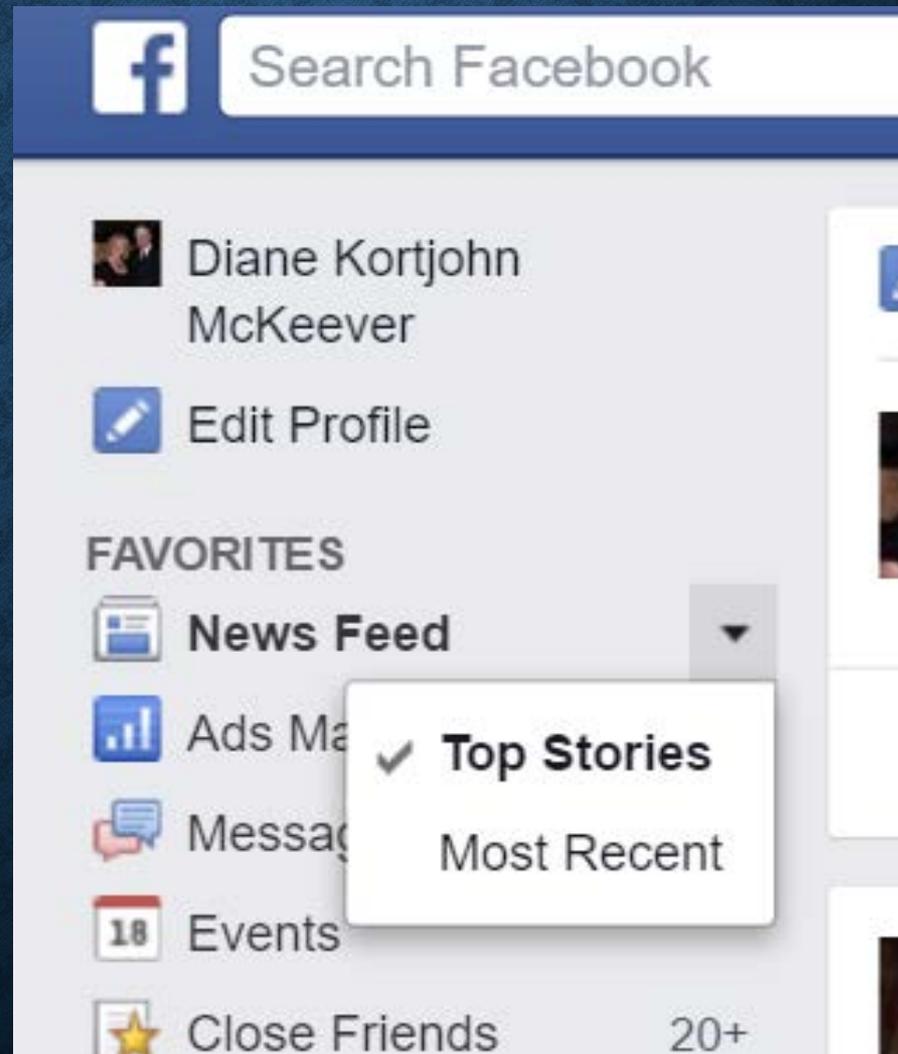
News Feed, Messages and other core features

Games and bookmarked applications

Lists, many created by FB

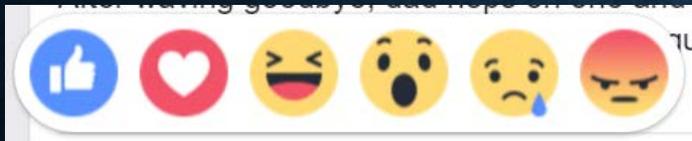
Online chat

# News Feed Stories



# Post Reactions

- Like
- Comment
- Share
- Nothing!



# What Friends See (Timeline)

The image shows a screenshot of a Facebook profile page for Sara Mannion. The page is annotated with orange arrows and text labels pointing to various elements:

- Your profile picture:** Points to the small profile picture of a dog in the top left corner.
- Your cover picture:** Points to the large background image of a beach scene.
- Your photos:** Points to the 'Photos' tab in the navigation bar.
- Your posts:** Points to a post by Sara Mannion showing a dog, which is highlighted with a red box.
- Your "About" information:** Points to the 'About' section on the left side of the page.
- Your friends:** Points to the 'Friends' section on the left side of the page.

The profile page includes the following visible content:

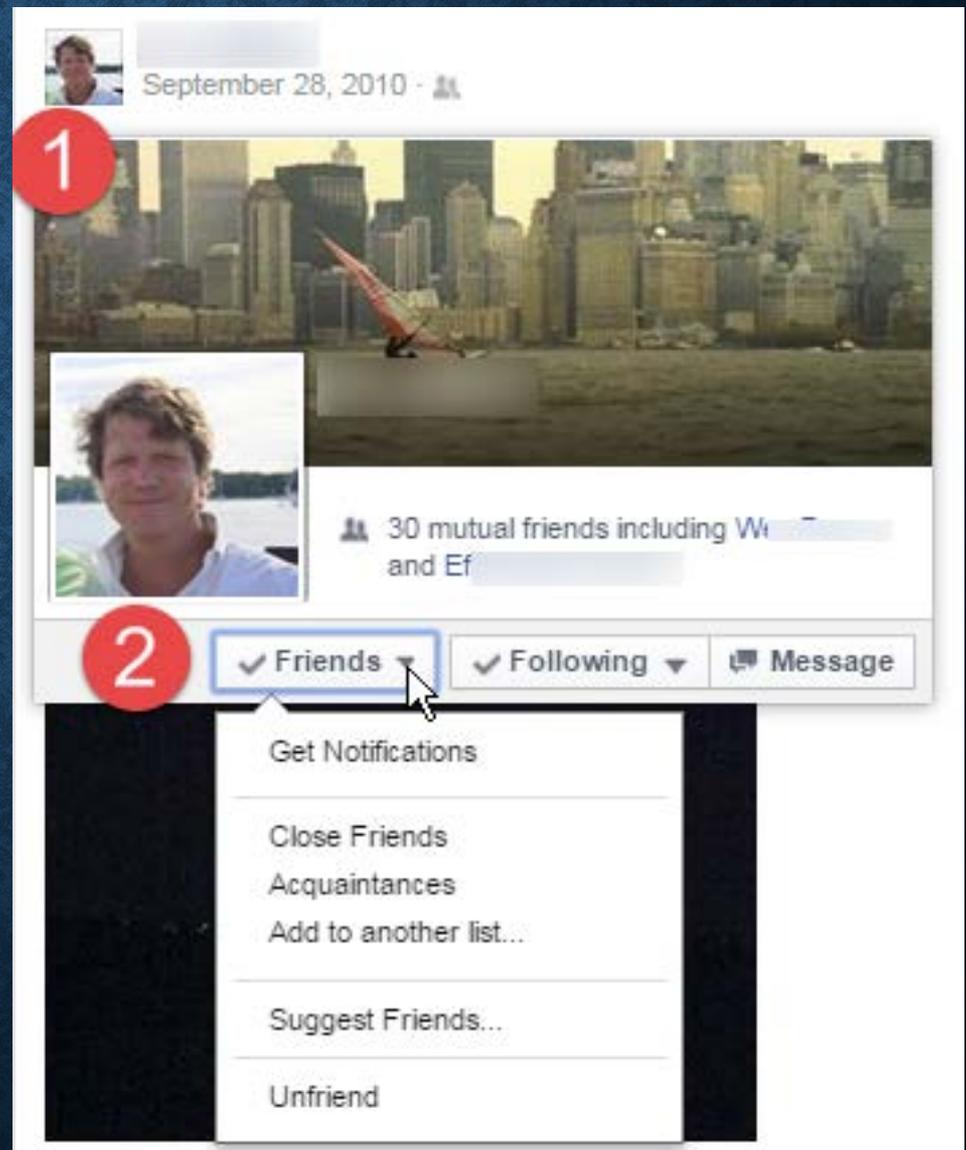
- Header:** Sara Mannion's name, search bar, and navigation links (Diane, Home).
- Navigation:** Timeline, About, Photos, Friends (1 Mutual), More.
- About Section:** Work, Ask, Goes to Darien High School (Class of 2015), Lives in Darien, Connecticut, From Long Beach, California.
- Friends Section:** 173 (1 Mutual) friends, including Jimmy Stone, Caroline Benitez, Bobby Trifone, Owen Beringer, Cole DeBeradins, Edward Gozdz, Kyle O'Donnel, Vinny Puzo, and Brendan Triano.
- Post:** Sara Mannion changed her profile picture. 42 minutes ago. Includes a photo of the dog.
- Sponsored Post:** Get George HW Bush Socks. gop.com/BushSocks. Limited Edition Geo HW Bush socks are finally here! Get your exclusive pair featuring o... Your Big Dog Wants This. bigbarker.com.
- Link Post:** Sara Mannion shared a link via 100 Computer Tips in 100 Days. July 9, 2013. Interesting addition to Facebook. A Radical New Way to Look at Facebook. www.newyorker.com.

# Controlling Friends Posts



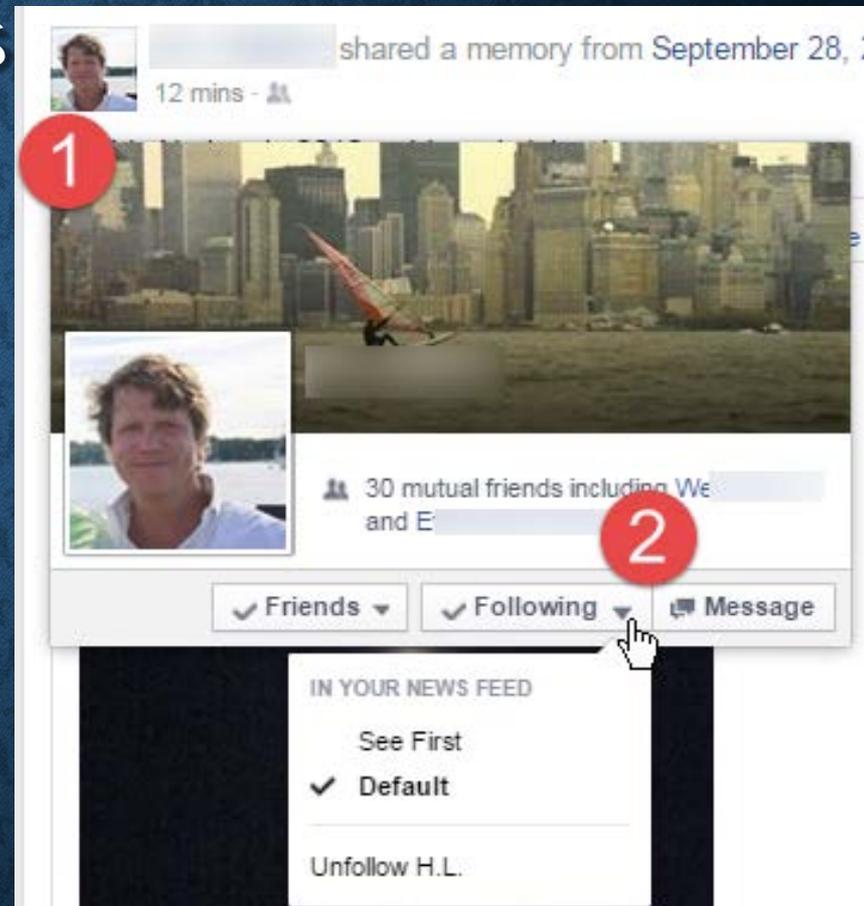
# Updates on Friend's Posts

- Get Notifications
- Friend
- Close Friend
- Acquaintance
- Suggest Friends
- Unfriend



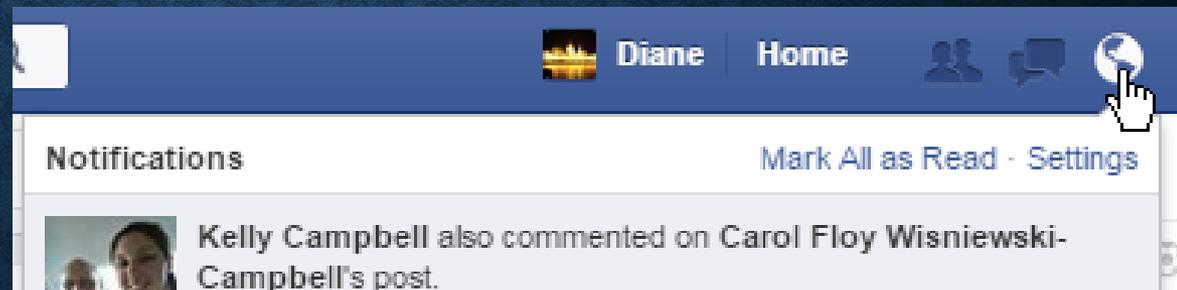
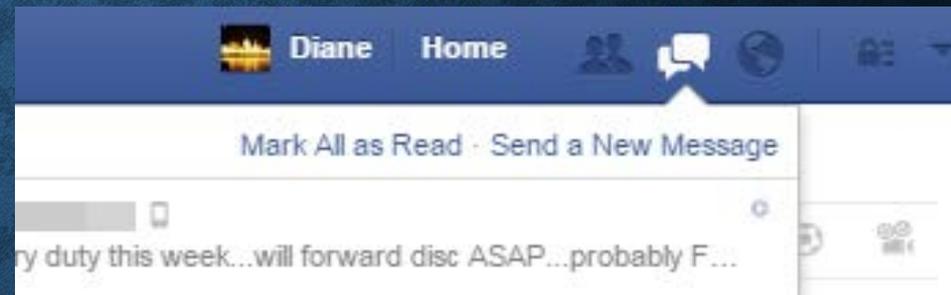
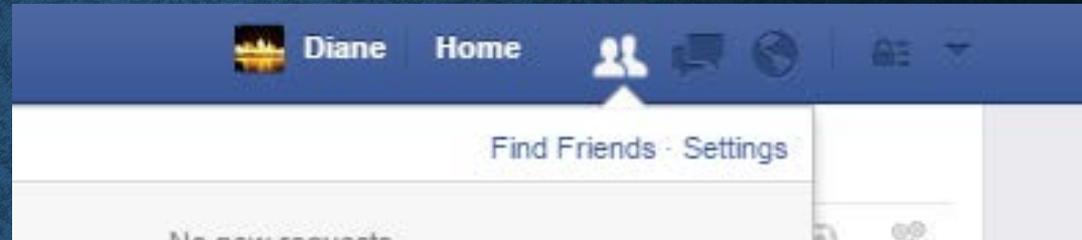
# Following options

- Default Following
  - May or may not see updates
- See First (new)
  - Will see updates
- Unfollow (not unfriend)
  - Will not see updates – unless you go to their wall



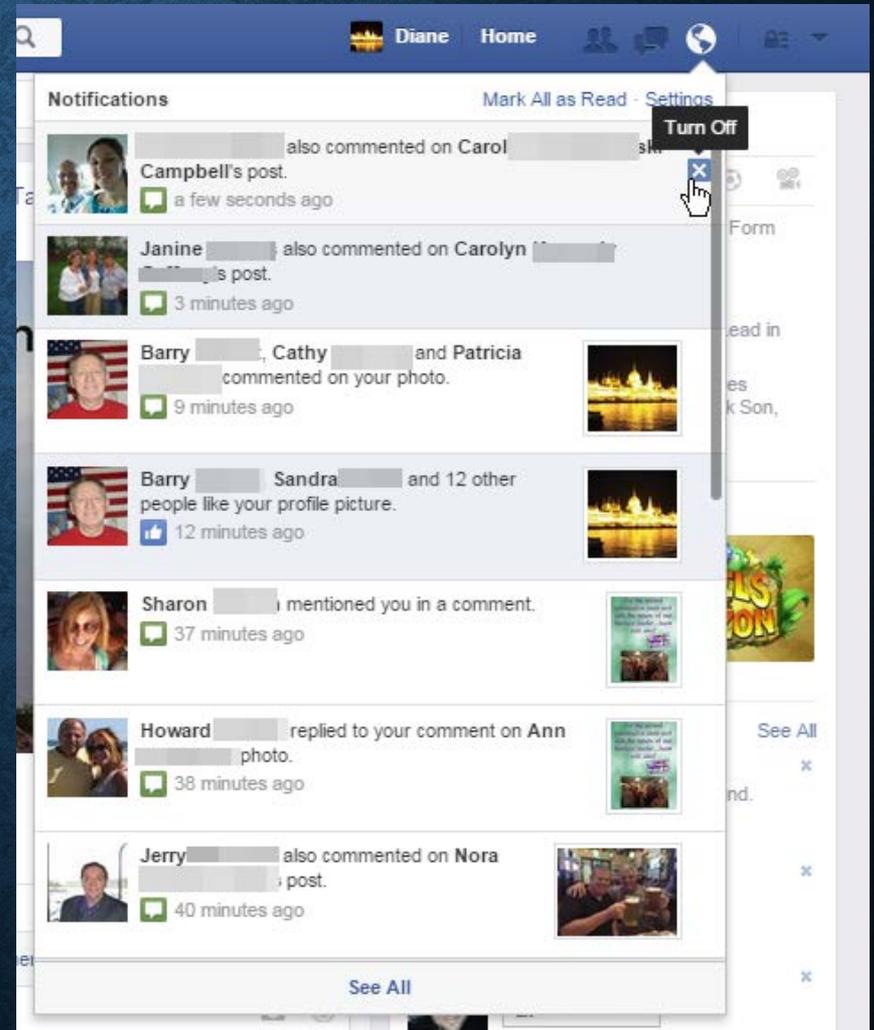
# Notifications

- Friend Requests
- Personal Messages
- Update Notifications



# Notification Options

- After you like or comment you will get update notifications
- They can be turned off



How do I sign up?

And what do I do once I'm on?

# Signing Up

- Go to Facebook.com and enter:
  - Your Name
  - E-mail address (unique)
  - Password
  - Date of Birth
- Go to your email and click on the confirmation link.



**Sign Up**  
It's free and anyone can join

First Name:

Last Name:

Your Email:

New Password:

I am:

Birthdate:     
Why do I need to provide this?

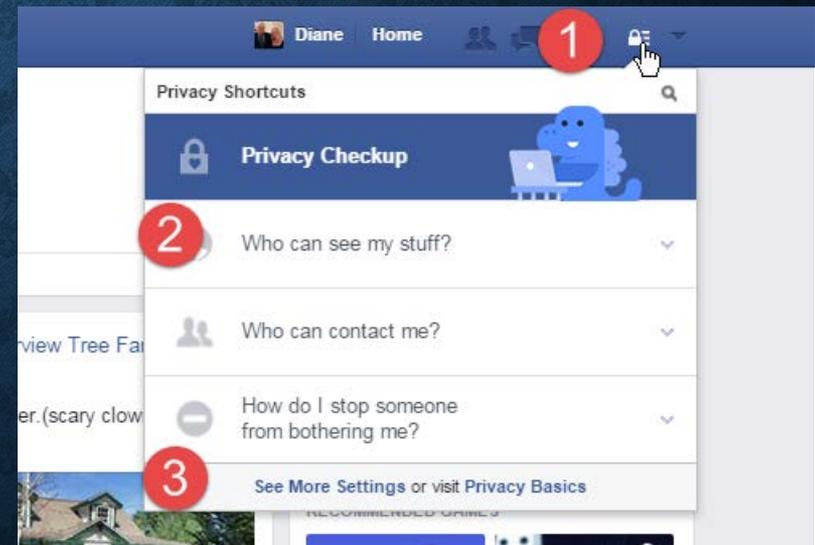
# Your Privacy Settings



# Accessing Security Settings



- Who can see my stuff? Friends
- Who can see my posts? Friends
- What email notifications do I get? Only important



# More Settings

Facebook interface showing the 'Privacy Settings and Tools' page. The left sidebar menu is highlighted with a red rounded rectangle. The main content area displays settings for 'Who can see my stuff?' and 'Who can contact me?'.

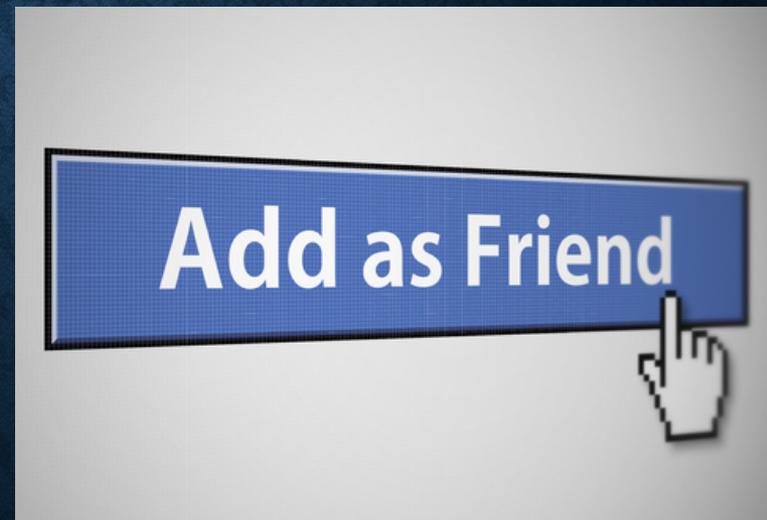
Who can see my stuff?	Who can see your future posts?	Custom	Edit
	Review all your posts and things you're tagged in		Use Activity Log
	Limit the audience for posts you've shared with friends of friends or Public?		Limit Past Posts
Who can contact me?	Who can send you friend requests?	Everyone	Edit
	Whose messages do I want filtered into my Inbox?	Basic Filtering	Edit
Who can look me up?	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 other search engines to link to your timeline?	Yes	Edit

A blue book cover with the text "facebook. Etiquette 101" in white. The word "facebook." is in a bold, sans-serif font, and "Etiquette 101" is in a cursive script font. The book is shown at an angle, with the spine on the left and the top edge on the right.

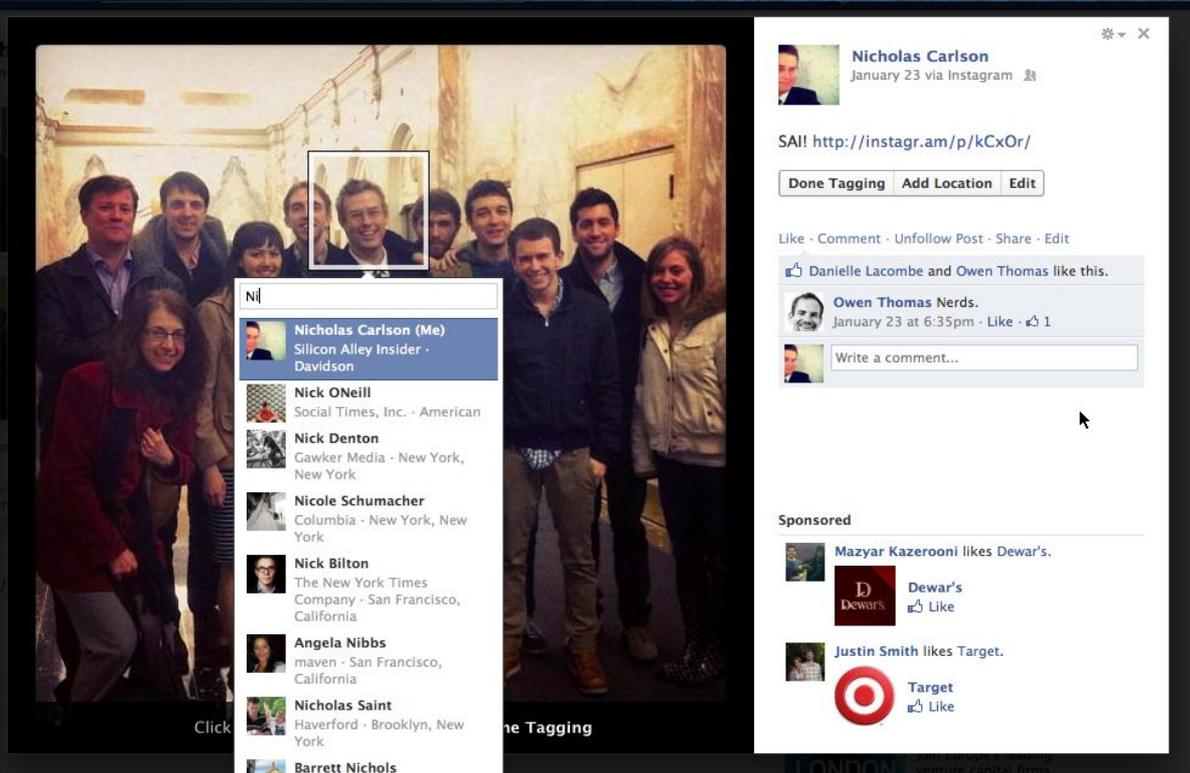
**facebook.**  
*Etiquette 101*

# Friending

- Not everyone will respond to your friend request
- Do not friend someone unless you want them to view your posts
- Friends are not a popularity score



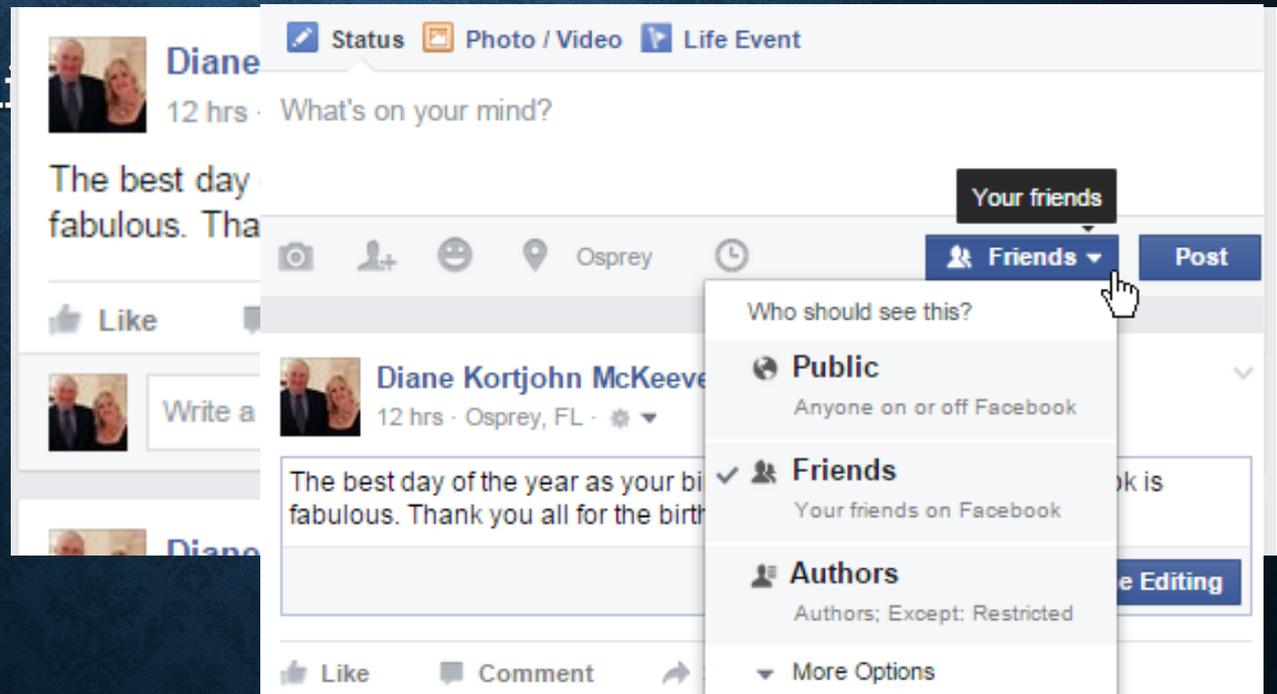
# Photos and Tagging



- Adjust privacy and notification settings so you know when you are tagged.
- Don't tag photos of your friends on Facebook that could get them in trouble.
- Don't tag your friends in unflattering photos.

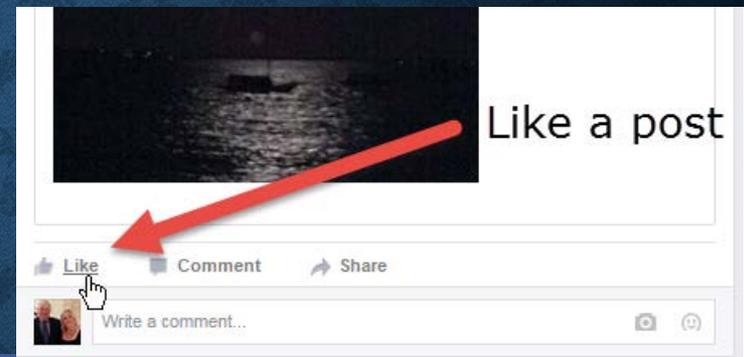
# Frequent Newbie Questions

- What if I want to edit or delete something I wrote?
- Who can see what I write?
- Can I customize my privacy settings?
  - Yes, choose

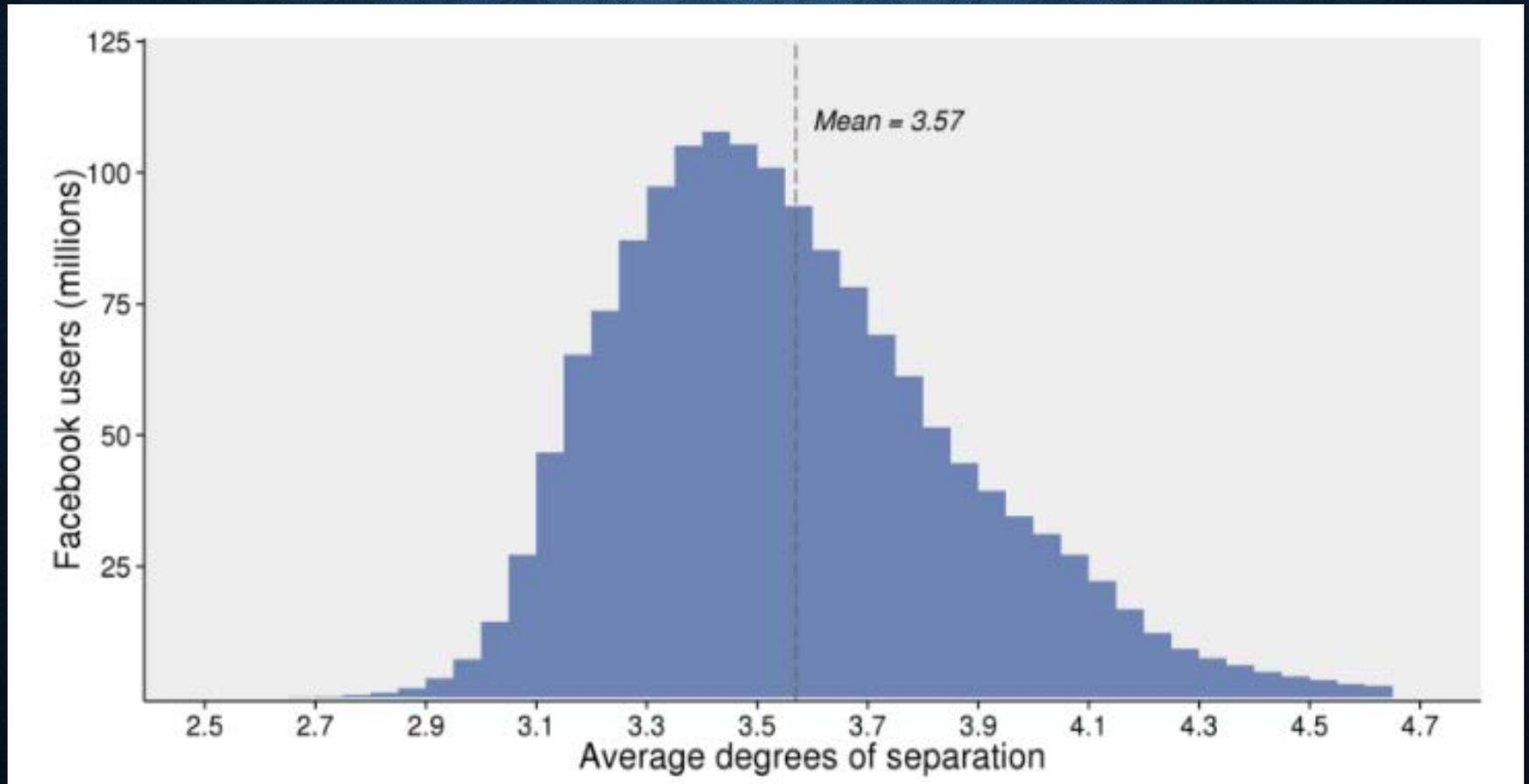


# Frequent Newbie Questions

- Is there a difference between “liking” something a friend posts and liking a page?



# Three and a half degrees of separation\*



\*[www.research.facebook.com](http://www.research.facebook.com) (Feb 2016)

# Facebook – Friend or Foe...

- Over 1.65 billion people visit FB every month
  - 66.1% use it daily!!
- **You** control who sees what you post!
- **You** control what appears in your news feed!
- Why not have a FB account???

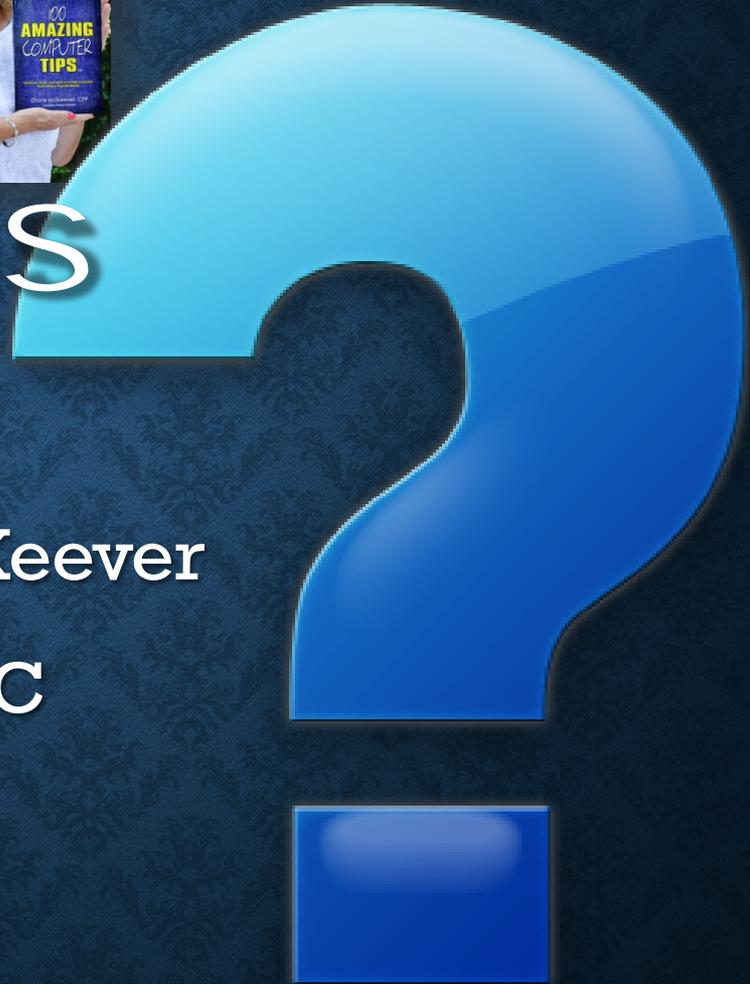
**Facebook Friend or Foe**  
Email: [diane@dianemckeeper.com](mailto:diane@dianemckeeper.com)



# Questions

Want to be my friend?

- Diane Kortjohn McKeever
- Diane McKeever LLC



An International  
Association of Technology  
& Computer User Groups