

# WEB WISE KIDS

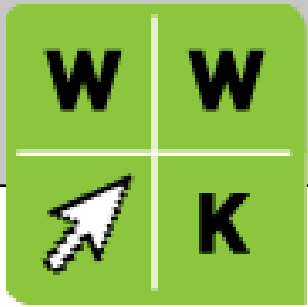
## facebook 101

*QUICK START GUIDE & SAFETY TIPS*



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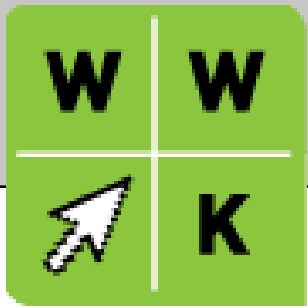
# FACEBOOK 101

## WHAT IS FACEBOOK?

Facebook is a social networking website that is open to anyone over the age of 13 with a valid e-mail address. Facebook is free to use. Facebook allows people to connect and interact with other people in a convenient and organized way. Communicating with friends and other users can be done publicly or privately. Facebook let users to choose their own privacy settings and choose who can see what parts of their profile. Some people use Facebook strictly to talk to friends and family, while others use it to expand their social circle by seeking to meet people who share the same interests or have mutual friends.

**Facebook helps you connect and share with the people in your life.**





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## WHAT'S SO GREAT ABOUT FACEBOOK?

Facebook is fun, relatively easy to use, and a great tool for building and maintaining relationships.

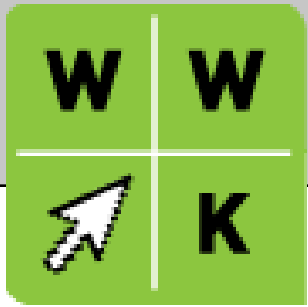
Facebook can help you connect with people without needing to know their address, phone number, or email address or reveal yours.

Facebook makes it easy to share photos with your friends and family members without needing to email large file attachments.

Facebook gives you a lot of control over the information you post in your account and who has access to it. Facebook has a built-in safeguard for minors which blocks kids' posts from showing up on the Internet.

Facebook makes it easy to Unfriend people and Block people to keep offensive or threatening content at bay.

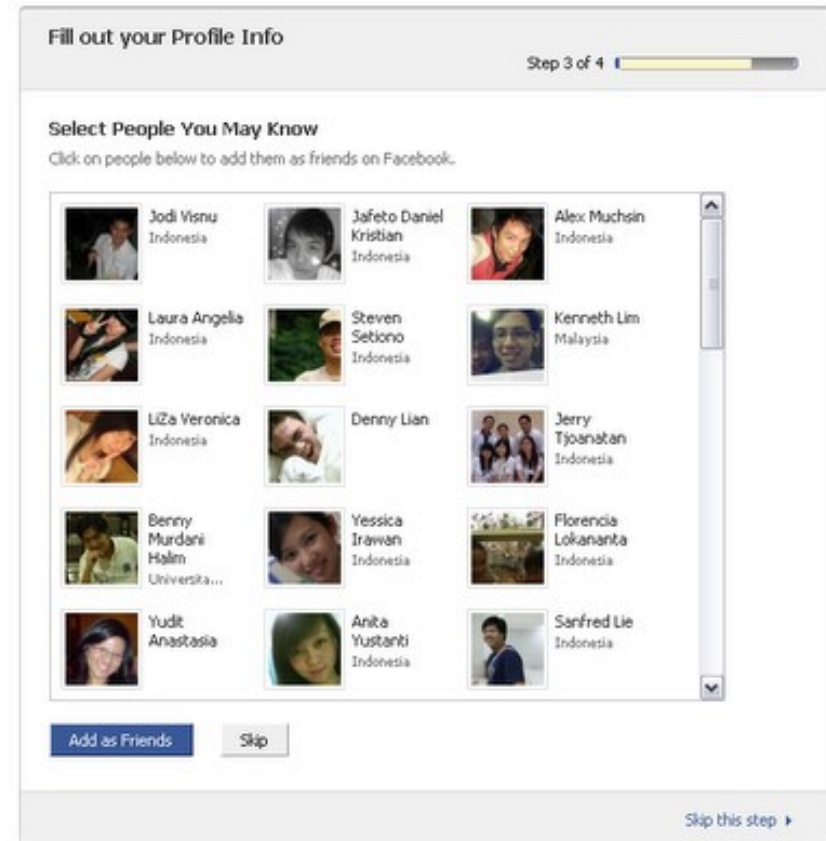


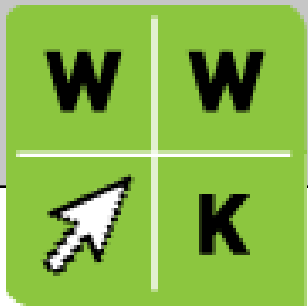


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## How It Works

- You create a free account on Facebook and post as much or as little information about yourself as you want
- You send “friend” invitations to people you want to keep in contact with
- People accept your invitations and get linked to your Facebook homepage
- You can post data on your Facebook homepage for your friends to see and you can see the data your friends want to share
- You can share information, upload pictures, look at your friend’s pictures, comment on your friend’s status, and even play games and do fun activities.
- Facebook has a helpful mini tutorial on the basics of using Facebook. Find it by clicking on Account, then Help Center, then “Getting Started” (on the far left).





# FACEBOOK 101

## NEW WORDS YOU WANT TO KNOW

**Applications** – Facebook has a lot of activities called applications to entertain you. Most of these require you to download some files to your computer and surrender basic information about yourself to a third party who created the application. Examples of applications include programs that make funny tweaks to photos you upload or programs that create a custom calendar of all your friend's birthdays for you.

**Fan** – You can become a Fan of something that you like, usually a for-profit business or product. For instance, if you become a Fan of Starbucks coffee, coupons or promotions could be made available to you because you are a fan.

**Games** – Facebook offers free interactive games that you can play for entertainment. When you play a game that you access through the Facebook homepage, be aware that your score will post to your Wall (you may delete it after it posts).

**Gift** – Small icons that can be sent to your friends. Gifts cost \$1.00 each to purchase and a personalized message can be attached to each gift.

**Group** – You can express your interest in a particular topic by joining a Group of others who share the same belief.

**Like** – If you like something that someone has posted in their NewsFeed or on their Wall, you can click the "Like" button. You can also "Comment" and leave a reply message which will be visible to everyone who has permission to access that person's Facebook homepage.

**Message** – A private way to send a note to a friend on Facebook.  
**News Feed** – The name for the section of your Facebook account that displays a constantly changing list of your friend's status updates, profile changes, upcoming events, and birthdates.

**Poke** – A feature which allows users to "poke" or nudge each other as a means of saying hi or initiating a conversation. When a friend pokes you, a notification that you have been poked will appear on your Facebook homepage (the "wall").

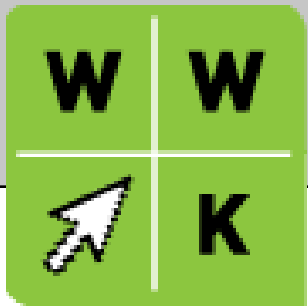
**Status/Status Update** – A public feature that lets you tell your friends "what's on your mind." You can update your status daily, weekly, monthly, or many times in one day.

**Tag** – To "tag" means to label a friend in a photo. This sends a notification to the friend that you have posted a picture that includes their image and provides them a link to see the photo.

**Unfriend** – If you want to remove a person from your friend list, you can unfriend them. Your former friend will not be told that you are no longer their friend.

**The Wall** – The name for the public space on your Facebook homepage where you can write messages to your entire network and where your friends can write messages to you

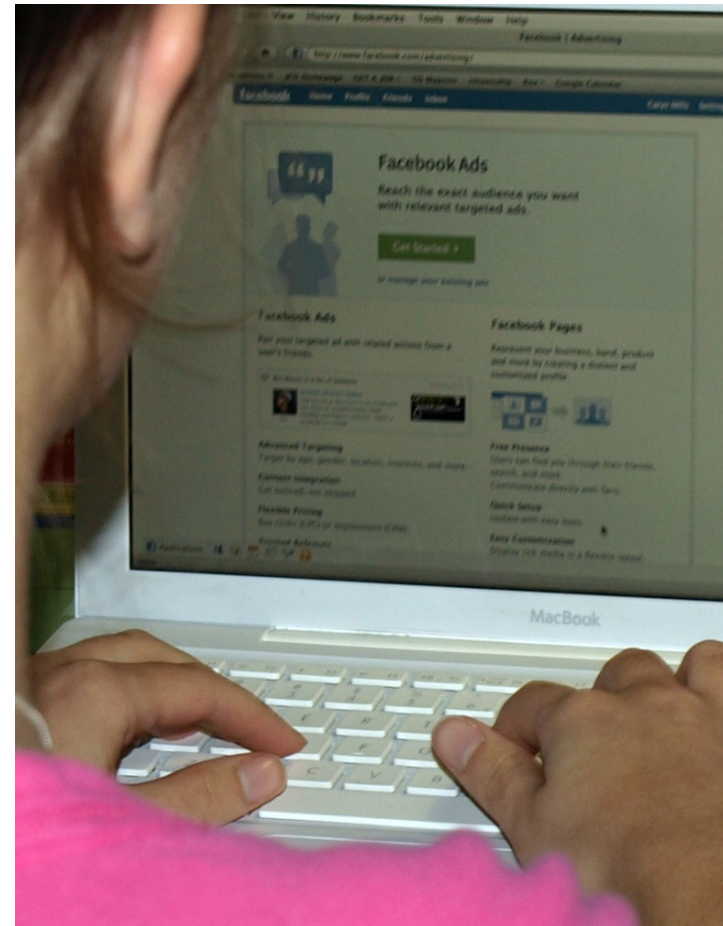


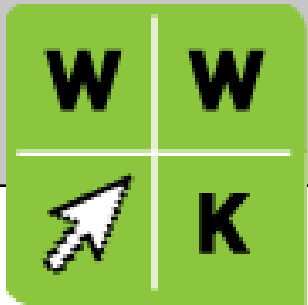


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## WHAT'S NOT SO GREAT ABOUT FACEBOOK?

- Facebook can be a tremendous time waster. For this reason, it is banned from many workplaces and school campuses.
- Downloading applications may generate SPAM in your email inbox from the manufacturers of the applications.
- If a person who is not on your approved Friend list searches for you on Facebook, they will have access to your gender, profile photo, pages you're a fan of, and city where you live. You can adjust some of these default settings if you want to keep this information private.
- You may be exposed to offensive material if people on your Friend list post such content on your Wall or on their NewsFeed. Parents, some teens think it is cool or funny to post sexually inappropriate content or coarse language. Talk to your teens about this and decide what you will do about it. There is also a live Chat feature available through Facebook which can give teens an uncensored forum to talk to each other in real time.





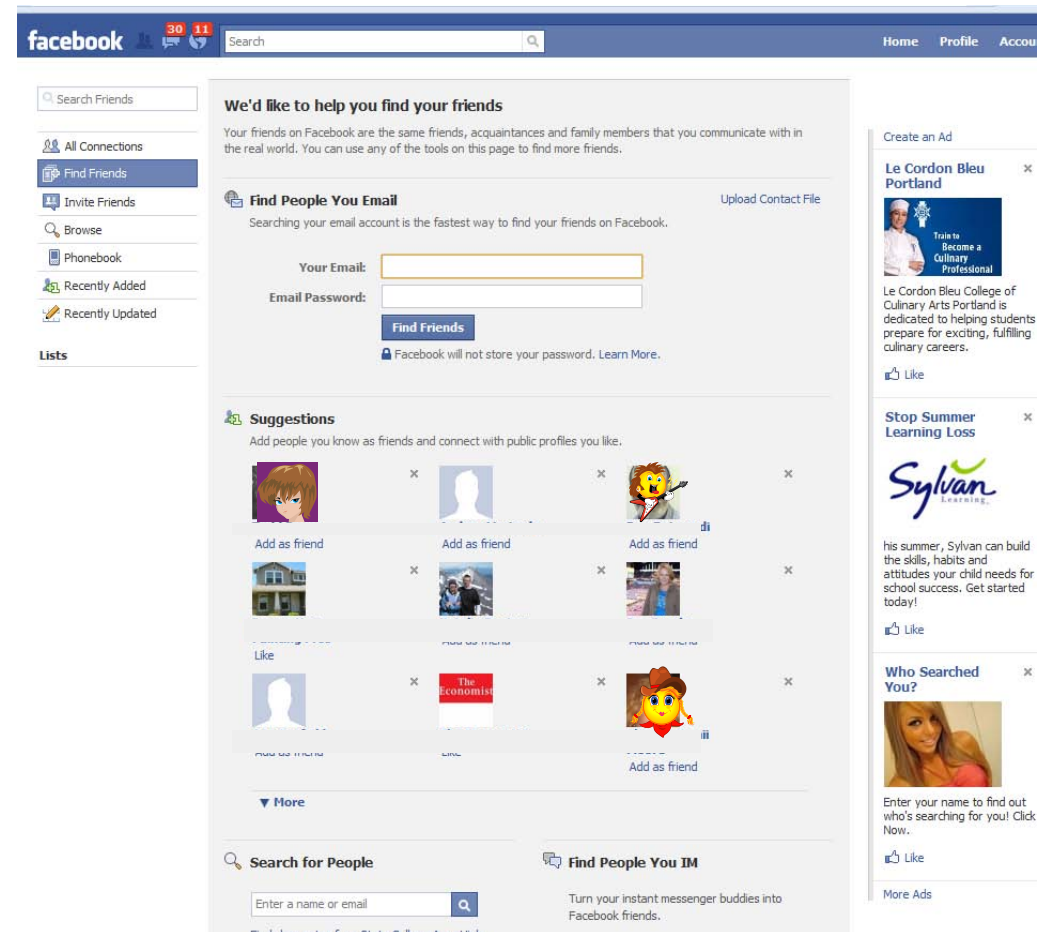
# FACEBOOK 101

## PERSONALIZE FACEBOOK

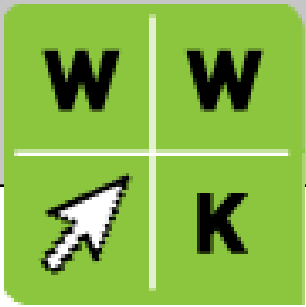
You can make your Facebook page a reflection of who you are by uploading a photo of yourself which will display next to your name on your friend's Facebook homepage.

You can tell others about your interests by clicking on the word Facebook on the Facebook website and going to "view my profile" (top left next to your name). Click on "edit my profile." Here you can add and subtract information about your interests, hobbies, education, and what contact information you want to have displayed.

You can also organize your Friends into lists. You can make a list of your coworkers or a list of your family members and click to see all their status updates on one screen.





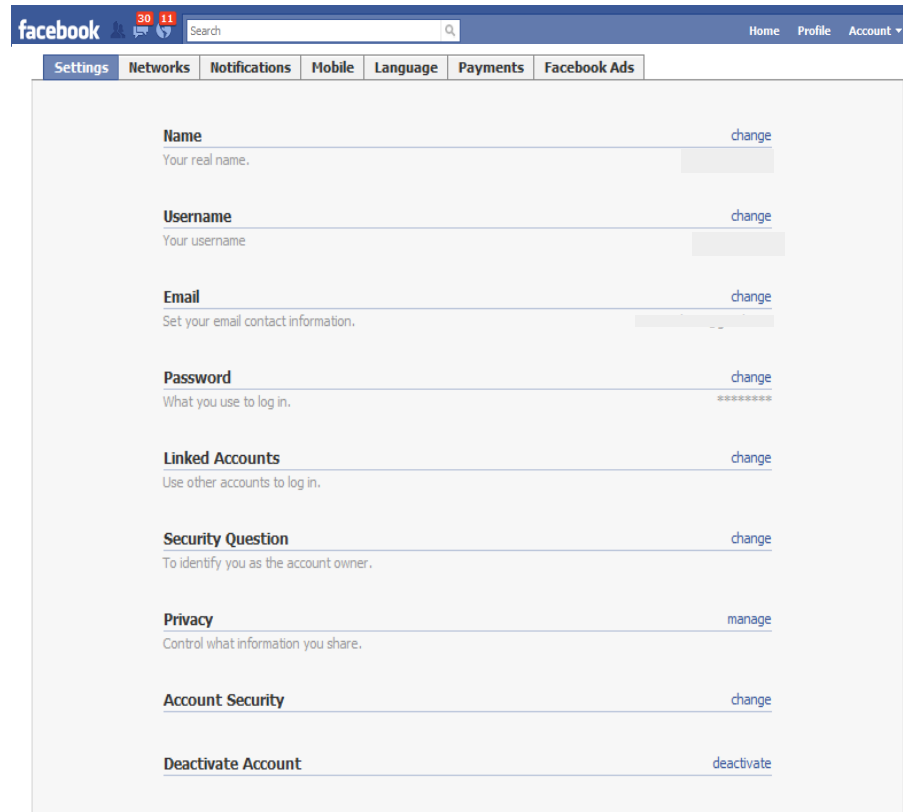


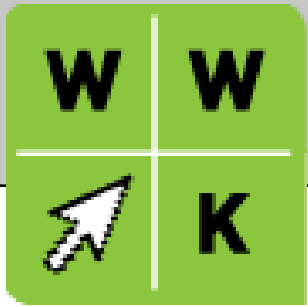
# FACEBOOK 101

## CHANGE SETTINGS

To adjust your security settings, just go to My Account on the top right of the Facebook homepage. As you browse through the Account Settings and Privacy Settings tabs, you can choose whether the information you post on Facebook is available to Everyone, Only Friends, Friends of Friends, or certain friends (Customize).

You can also choose if you want Facebook to send you emails to alert you to new content on your Wall.





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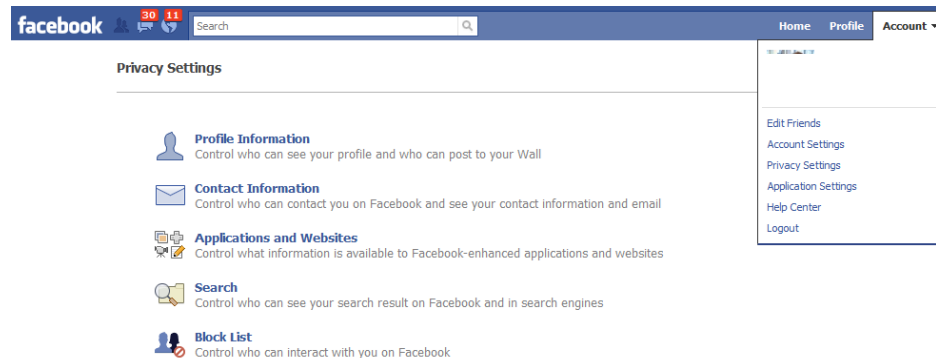
## SAFETY CONSIDERATIONS FOR YOU AND YOUR KIDS

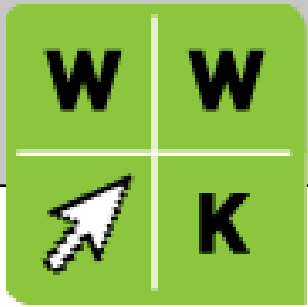
**Protect your Profile** – is there information in your profile that would make it too easy for someone to find you or impersonate you? Edit your profile to keep more of your information from the public eye and adjust your security settings to make sure that Only Friends can see your contact information.

**Block People** – Are there people on your Friend list who you don't know? Are there people who are posting offensive or threatening materials? You can Block or Unfriend these type of people.

**Check yourself** – Are you exercising good digital citizenship? Are you posting materials that could offend others or come back to haunt you later?

**Decide** what you want to make public – Who should see the pictures of your new puppy? Or your new baby? Think about restricting your posts to “Only Friends” in the My Account section of Facebook.





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## MAKING IT FUN

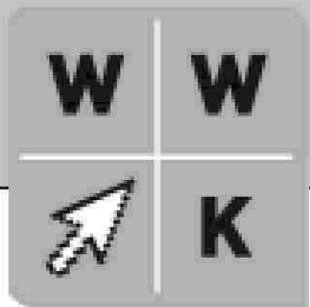
If you have some time to kill, why not check out some of the popular games available on Facebook. Farmville, Pet Society, Sudoku, and others can all be a lot of fun.



## TOP 10 FACEBOOK GAMES

10. Biotronic
9. Restaurant City
8. MindJolt Games
7. Know-It-All Trivia
6. Zynga Poker
5. Bejeweled Blitz
4. YoVille
3. Mafia Wars
2. Word Challenge
1. Farmville

*(As reported by Mashables in October 2009)*



# FACEBOOK 101

## CONTACT US

### CONTACT WEB WISE KIDS

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