

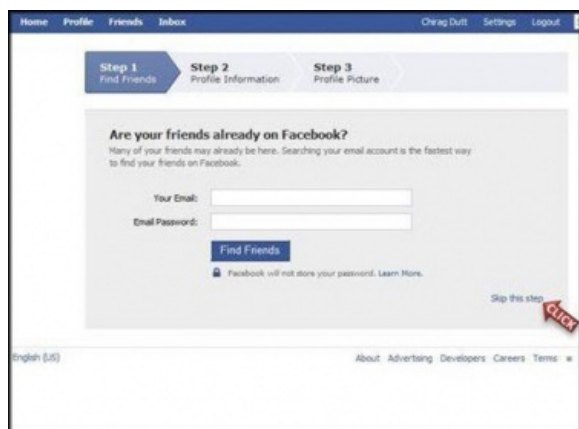
How To Get Started on Facebook

Facebook is an incredible social networking medium and can be used personally and professionally.



Step 1: Go to www.facebook.com

The first step is to go to the Facebook's website and create your account. Fill in the information required to create your account and then click on the button "Sign Up".



Step 2: Find Your Friends

The next screen will prompt you to automatically find friends from your e-mail database. At this time we recommend to skip this step and we will cover it later in Step 10. Click on "skip this step" for now. If you decide you want to find your friends now, just follow the instructions on the screen.



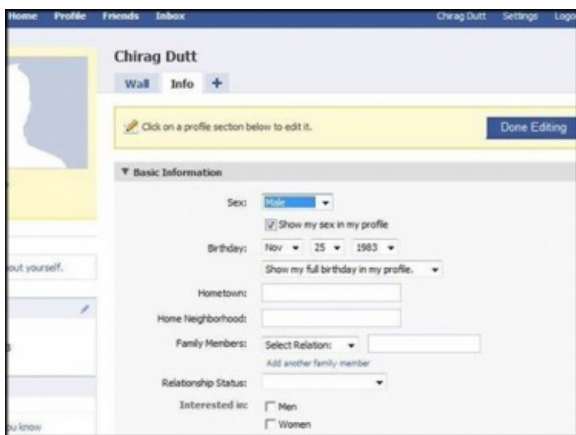
Step 3: Your Profile Information

The next screen will prompt you to fill in your profile information. Skip this step for now and we'll come back to it in Steps 5 and 6 where you will be able to fill in the information. Click on "skip".



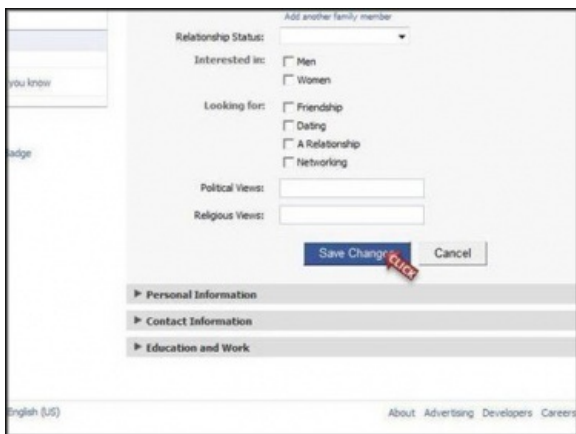
Step 4: Upload Your Profile Picture

The next step is to upload your profile picture, basically a nice picture to represent you on the site. Either you can upload a photo of yourself or your product if you like. You can do this by clicking on “Upload a Photo” or you can use the webcam on your computer to instantly take a photo of you. Whatever your choice, you can make your selection or as before you can skip this step for now and come back to it later. All options are clearly marked.



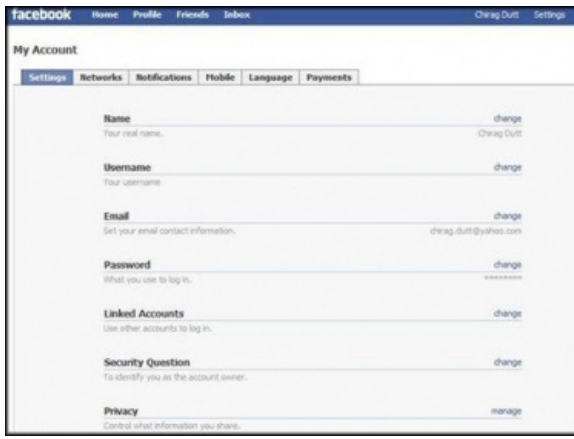
Step 5: Basic Information

This will lead to your main page “Account Page”. There are four sections to this page. You can fill in as much information as you would like and you can choose some information to be confidential as well. You can make this choice under each of the four sections. The first section is “Basic Information”.



Step 6: Personal Information, Contact Information, Education and Work

Once you complete the basic information, click on “Save Changes”. Then click on the arrow next to “Personal Information” which will give you more fields to fill in. Once you are done with this, click on “Save Changes”. Proceed with the other sections labeled “Contact Information” and “Education and Work”. By giving as much information as possible, Facebook will provide you suggestions on your friends and you will be able to connect with old pals from school or colleagues from previous employment, etc.



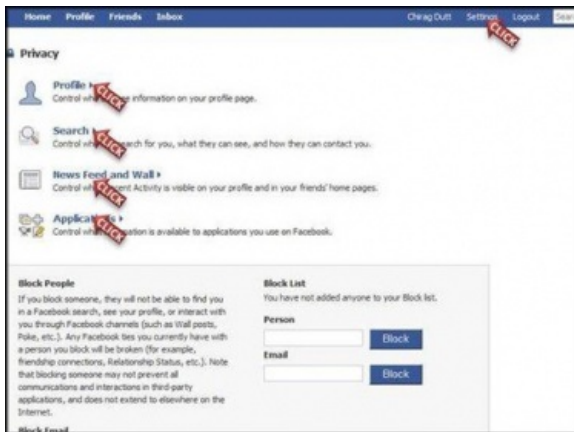
Step 7: Your Account Settings

Now, you're done with giving your information. The next step I would highly recommend is to set up your account settings to manage who can view your information and some safe practices. To do this, click on "Settings" on the top right side of the screen and choose "Account Settings". Verify the information on each section titled "Name", "Username", "E-mail", "Password", "Linked Accounts", "Security Question", and "Privacy". Make sure all the information is correct and edit any information that will help you with navigating in and out of the account.



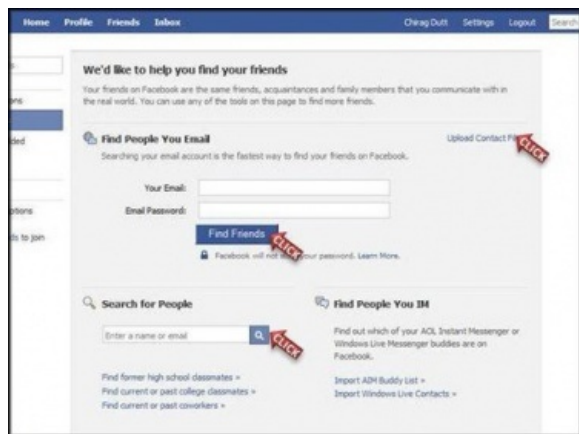
Step 8: Notifications from Facebook

Now, click on the "Notification" tab and make sure that Facebook will communicate with you the way you prefer. Just check the boxes for your preference.



Step 9: Your Privacy

The next important step is to decide on your Privacy Settings that will allow Facebook to show you in various searches. For this step, click on "Settings" on the top right side of the page and select "Privacy Settings". This will open a page with four sections. Click on each section and choose how you want to be found or seen on Facebook searches.



Step 10: Now, Find Your Friends

The next step is to find friends that you can invite to create your group of friends. To do this, click on “Friends”. There are three ways you can search for friends. The first one is the automated way by asking Facebook to go through your e-mail list on outlook or you can upload a contact list. To do this, click on “Upload Contact File”. The other way is to let Facebook find all the people you e-mail from an account such as “Yahoo” or “Gmail”. To do this, fill out your e-mail address and password and click on “Find Friends”. The last one is to find friends one at a time by entering individual e-mail addresses. To do this enter the e-mail address in the field and click on the search icon.

Ok, you're all set! Your friends will be notified and once they accept the invitation, you will see your total number of friends grow.