



Advanced Facebook (Paula Monthofer)

1. Customization
 - a. Timeline – Digital Scrapbook
 - i. Activity Log
 1. Only you can see
 2. Shows ALL posts and activity
 3. Searchable
 4. Privacy Options
 - b. Friend List
 - i. Default setting is public
 - ii. Locate: From your Profile, click on friends, click on edit and set
 - c. Feed
 - i. Subscriptions
 1. Unsubscribe Options
 2. Frequency Options
 3. Type of Post Options
2. Review Account Settings
 - a. Locate: Home screen – top right, the arrow to the right of “HOME”
 - b. General – Update Password
 - c. Security – use https especially in public
 - d. Notifications – Know when you are tagged
3. Privacy Settings
 - a. Always Public: name, profile picture, work and school networks, FAN PAGES YOU LIKE, city
 - b. Importance of Lists
 - c. Review settings for:
 - i. How You Connect
 - ii. How Tags Work
 - iii. Apps and Websites
 1. Especially if you play: limit who can see activity
 - iv. Limit audience for past posts
4. Extra Credit:
 - a. Timelinemoviemaker.com
 - b. Facebook Cleaner
 - c. Hootsuite/tweetdeck