



Social Media In Agriculture

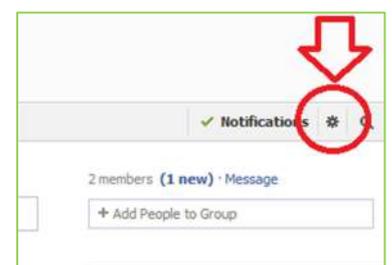


FACT SHEET

Facebook – Create a Group

Once you have your Facebook page set up, you might like to create a group. A group allows you to share certain information with specific people. Once the group is set up, you can post updates, poll the group or create events for the group.

1. From your main Facebook page, you will see on the left side of the screen, a Favourites menu (pictured here).
2. Select "Add Group", then click on "+ Create New Group".
3. Enter the group name.
4. In the "Members:" box, start typing the names of friends you'd like to add to the group (as you start to type the name, it will auto-fill).
5. **Hint:** You can only add people you are friends with on Facebook.
6. Select a privacy setting for the group. There are three options:
 - a. Open (Anyone can see the group, who's in it, and what members post.)
 - b. Closed (Anyone can see the group, and who's in it. Only members can see posts.)
 - c. Secret (Only members see the group, who's in it, and what members post.)
7. Click on "Create".
8. You can then choose an icon (a symbol which you think would suit the group) or you can skip this step
9. **Hint:** On the top, right-hand side of the screen, you will see the "Settings" icon (pictured). Clicking on this will allow you to make changes such as:
 - a. Adding people to the group;
 - b. Sending messages;
 - c. Changing the group's privacy settings;
 - d. Allowing group members to approve or add new members;
 - e. Ensuring that posts can only be made in the group after being approved by an administrator;
 - f. Change the group's name or icon; or
 - g. Add a description.



The Social Media Factsheet Series is brought to you by Ag Excellence's Social Media Project, funded through the Australian Government's Caring for our Country initiative.

Please note that the information in this Factsheet Series was current in February 2013, however due to continual upgrades to Social Media sites, details may change.



For further information about Ag Ex and to get involved
go to the Ag Excellence Alliance website www.agex.org.au



CARING
FOR
OUR
COUNTRY