



How to Set Up A Facebook Account

Step 1

Go to www.facebook.com, you will see a screen that asks you to login or sign up for a free account. You need a valid email account in order to sign up. Click on "Sign Up," which takes you to a form to fill out.

The screenshot shows the Facebook 'Sign Up' page. It has the heading 'Sign Up' and the sub-heading 'It's free and anyone can join'. Below this are several input fields: 'First Name', 'Last Name', 'Your Email', and 'New Password'. There are also dropdown menus for 'I am', 'Select Sex', 'Birthday' (with sub-drops for Month, Day, and Year), and a 'Year' dropdown. A green 'Sign Up' button is at the bottom right.

Step 2

Fill out the form that asks for your full name, your current status, email address, a password and your birthday. You'll also have to type in a series of letters and numbers for a security check as well as check a box saying that you understand and agree to the terms of use and privacy policy. Click the "Sign up now!" button when you have completed the form.

The screenshot shows the 'Security Check' screen. It asks the user to 'Enter both words below, separated by a space' and provides an audio captcha option. The words 'view' and 'doorways' are shown in a stylized font. Below is a text input box and a green 'Sign Up' button. A 'Back' link is on the left. At the bottom, there is a small disclaimer: 'By clicking Sign Up, you are indicating that you have read and agree to the Terms of Use and Privacy Policy.'

Step 3

Wait for your confirmation email. You must check your e-mail to complete your registration. Facebook sends this email to confirm your registration. When you get the email, click on the link in the email to confirm that you did in fact register for a Facebook account. You will then be logged into Facebook.

The screenshot shows an email from Facebook. It says 'Hi Dave,' and 'To complete the sign-up process, please follow this link' followed by a URL. There is a green 'Complete Sign-up' button. Below, it says 'You may be asked to enter this confirmation code: 20211379' and 'Welcome to Facebook! The Facebook Team'.

Step 4

Next, search for friends and coworkers after completing your registration. When you first set up a Facebook account, you have the opportunity to search your email address book for possible friends and contacts. To do a search either type in your email address and password or try searching by school or company to find friends and contacts. You can try finding friends this way or you can click "Skip this step" to proceed.

The screenshot shows the 'Are your friends already on Facebook?' screen. It has a progress bar at the top with four steps: 'Step 1 Add Friends', 'Step 2 Find Friends', 'Step 3 Profile Information', and 'Step 4 Profile Picture'. The main heading is 'Are your friends already on Facebook?' and it says 'Many of your friends may already be here. Searching your email account is the fastest way to find your friends on Facebook.' Below are input fields for 'Your Email' and 'Email Password', a 'Find Friends' button, and a 'Skip this step' link. A 'Back' link is at the bottom left.

Step 5

The registration process is now complete. You can now click "View and edit your profile" to provide more detailed information in your profile and add a photo.

Step 6

Enter the name YMCA in the "Search For" box at the top of your Facebook page and click on YMCA-YWCA of Northeast Avalon in the drop down menu to bring up this Facebook page. Then, click on the "Add to Friends" link.