		θ - □ ×
1.	Create a Facebook account 1.1. To create a page for your club you will need a	✓ If facebook - log x ▲ Lions Clubs In: x ▲ 2017-18 pres: x ✓ Ø Ø Secure https://www.facebook.com ★ Ø A Secure https://www.facebook.com Email or Fhone Patseerd A secure
	Facebook login 1.2. If you have a Facebook account log in and go	Errysten account
	to next step 1.3. To create a new Facebook account, go to	It's free and always will be. First name Surname
	Facebook.com 1.4. If you have a Lions based email address for	Mobile number or email address New password
	your club that you have access to you could use that or your own personal email address.	Birthday 14 • Apr • 1993 • Vity do I need to provide my date of balth?
	1.5. Fill in the details – you could use first name XYZ and surname Lions	Female 2 Male
	1.6. Keep a note of the details you fill in and	Create Account
	ensure they are passed on to other club members who may need to access the account.	4
2.	Create a club page 2.1. Once logged in click on the upside-down triangle on the far right (see icon in red star).	Image: Solution 103. X Wetcome to Long 1010 and 0.0 →
	2.2. Click on Create Page	
	2.3. Select Company, Organisation or Institution2.4. Then click on the Choose a category and select	Ceate Page tange Page
	Charity (or Community Organisation)	Company, Organisation or Institution Join your supporters on Facebook.
	2.5. Enter your club name. Suggested format would be name of club followed by Lions Club	Charity - XYZ Lions Club
	so that the public get to see your location first.	By clicking Get Started, you agree to the Facebook Pages Terms. Get Started
	2.6. Click Get Started	🌇 40 🛐 facebook X 🐠 Welcome to Loorst i 🕞 linns how to set up + 🗸 - 🗆 X
3.	Completing the club info 3.1. Upload an image for your club, could be the	← → Ů @ A Instructivewerkeetbook.com/page/venial III ☆ ☆ L L B → ··· To see favorities here, select < t <p>then <> and drag to the Favorities Bar folder. Or import from another browser. Import</p>
	Lions logo, your banner or any other image you wish to upload.	f Beatch Q Q statum How 21 O C O *
	You could go to lionsclubs.org and download	Add a profile picture Hetip poople find your Page by adding a photo.
	one of the logo images from there http://members.lionsclubs.org/EN/resources/logos	
	/index.php	
	3.2. Upload a cover image	Step 1 of 2
4.	Club details	$\begin{bmatrix} 0 & 0 \\ 0 & 0 \end{bmatrix} p reference from x + if the function of th$
	4.1. If you already have a Facebook account you will now be able to select the friends you want	Tage too following room backness barries too
	to invite to like your new club page. If not	
	then you will need to promote it actively with all club members who have Facebook and ask	XYZ Loons 50.05 binny pip binnemen men men men men men men men men m
	all their friends to like your club page	Control All the State of the All the State of the All
	4.2. At the bottom you have a list of tasks you	Answer (C) American Strategy (C) Image: Comparison C
	should complete 4.2.1.Add a cover photo	Pointaine
	4.2.2.Add a description of your club i.e. charity,	The second
_	what you do, where based and how to contact you	Couto Page constants
5.	Create a username 5.1. This will allow you to have a club Facebook url	The same for program to find on Physic source where the strategies sources and the strategies sources and measurements that and encodered with the that program sources and measurements that the strategies sources and measurements the strategies sources and measurements that the strategies sources and measurements out the strategies sources and measurements out the strategies sou
	like fb.me/xyzlionsclub	XTZ Loone Club Xing Control Club
L		Card Database

6.	Settings	E ← I m2uos Out-term ■ wecome to	Gorentifickorg 5 kons how to set up a	o club fi 🛛 🐠 Lices Clubs international Lt	👔 XM2 Lions Outo Settings 🗙 🕂 🖂	
0.	0	To see favorities here, select in them it, and drag to the Favorites Bar folder. Or import from another brokeer, import favorities				
	6.1. Please go to Settings and then select Page		f XYZ Liens Club	Q.	🥵 Satham Home 🛛 🗶 🗢 🤤	0 -
	Roles on the left	Pi	age Inbox Notifications	Insights Publishing Tools	Promotions Settings	Holp *
	Roles on the left		© General	Page visibility	Page published	EM.
	6.2. Here you can assign multiple people as editors		dP Messaging	Visitor posts	Anyone can publish to the Page Anyone can add photos and indexis in the Page Research are bound off	
			j# Post attraction	News Feed audience and	Nammers are tarted off. The addity in names the polential autience for lines Fault and lett	DM DM
	or admins.		48 NotReations	visibility for posts Messages	volicity on your pools is famout off	tut.
	C.2. It is a good idea to got up sourced populates		Messenger platform videos	Traging ability	One people who help manage my Page can say produc peopled on it	Ear
	6.3. It is a good idea to set up several people as		L Page roles	Others tagging this Page	Preside and other Pages can log my Page.	6.W.
	admins and more as editors in case anyone		g: People and other Pages	Country restrictions	Page is suille to everythe	64
			gr. Professel Page Audience	Age restrictions	Paga is shown to averyone.	CH .
	leaves the club.		Partner apps and services Weight Dranded content	Page readeration Professity Titler	ho ourds are being blacked from the Page.	DR DR
			Instagram	Similar Page soggestions	Chasse whether your Page is recommended to others	D.M.
	6.4. As people leave and join the club please		* Peaking	Page updates	Page profit are actionalizably potential when you update Page into, reach relectiones, receive invitives and more.	EVR.
	ensure this is maintained to keep things		Be Crossposteg	Post in multiple languages	 Ability to write packs or exclipte languages is tarved off. They apply they draw hereinborst externalizable for seader who read 	EM ES
	ensure this is maintained to keep things		Page Support intox Payments	Connect and so	The part may new remaining accounting to page which and other languages	FOR
	secure.		Calendar Settings	Context distribution	Contrading to Facebook is almost	Eat
	C. C. Diagona and the scatting of and and the		= Activity log	- Download Page	Download Proge	Eat
	6.5. Please go through the Settings and set the			Merge Pages Remove Page	Weige Buyloan Pager	Lat Cat
	appropriate permissions such as					
	6.5.1.Visitor Posts, suggest you do not allow					
	them or if you do they must be approved					
	by you first					
	6.5.2. Set the Profanity filter					
7	Closed Groups		ta se 👼 Cases Clubs Int 👔 Discover Cesu	+ · · · · · · ×	Create New Group	×
1.	closed Gloups	To see favorities here, select in them it, and drag to the Favo		R 3E E. EF 😶		
	7.1. Click on the Home link				nings done and staying in touch with	
		Analog solutions			just the people you want. Sha conversations, make plans an	
	7.2. Then click Groups and Create Group		Inter the sector in the sector	er unte		
	7.3. Fill in the details and select a Closed Group	The Graps			Name your group	
	7.5. This in the details and select a closed Gloup	Tanka Downers Group UK	1 Testa Deesen Clab LH	(1)	Add some people	
	and add people. Now only the people in that	ARRO Marrow Other Group	· Anardesensadietwork		Add some people	
					Select privacy	Learn more about groups privacy
	group can see those posts.	Booteer (Datase Car beet sale)	Steen Pound MP of CALI	ING HOATH	Closed group	
		Tentow and Passer Lines Call			Anyone can find the group and see who's in	t. Only members can see posts.
		me base lests printer base from	Inter Allowed See Mp		Pin to shortcuts	Create
		Second 20 Page 35 April 2006 April 2006 (1996)	and Arrist ACAR Trank Stat Date: 1	• Owigi 0 2 0 .		create

http://lionsclubs.org/blog/2009/10/25/how-to-set-up-a-facebook-page-for-your-lions-club/

1.	Creating Posts	
	1.1. Go to the section where it says, "Write something" and	
	type in what you want.	
	1.2. You can also click on the Camera icon and add images	
2.	Events	
	2.1. Click on Events on the left-hand side and fill in the details of any club events	
	2.2. I suggest you list all your club meetings as well as any other events you have going on.	
	2.3. For club events (not meetings) you can also complete the box towards the bottom of the Create event page Co-Host and enter lions105a. This way District will be notified of your event and can accept to host it as well so it appears on	
	the District Facebook page.	
3.	Remember	
	3.1. Ask all friends and family to like and follow your club page	
	3.2. To post and ask each member to like and share your posts.	
	3.3. Ask all friends and family to like and share your club posts.	
	3.4. Like the district, MD and international Facebook pages	
	3.5. Share articles from International Facebook and website	