



## How do I use the Facebook Timeline?

### What is the Facebook Timeline?

“Your Timeline is the space on your profile where you can see your own posts, posts from friends and stories you're tagged in organized by the date they were posted.” ([Facebook, n.d., para. 1](#))

### Who sees my Facebook Timeline?

“Anyone can see your public information, which includes your name, profile picture, cover photo, gender, username, user ID (account number), and networks (learn why). Only you and your friends can post to your Timeline. When you post something, you can control who sees it by using the audience selector. When other people post on your Timeline, you can control who sees it by choosing the audience of the Who can see what others post on your Timeline setting.” ([Facebook, n.d., para. 3-4](#)).

### How is my Timeline different from my Newsfeed?

“Your **Timeline**, which is sometimes referred to as your profile, is your collection of the photos, stories and experiences that tell your story.

**News Feed**—the center column of your home page—is a constantly updating list of stories from people and Pages that you follow on Facebook. News Feed stories include status updates, photos, videos, links, app activity and likes.” ([Green, 2015, para. 1](#))

### How do I use the Facebook Timeline?

1. To see your Facebook Timeline, click on your name from the top menu from within Facebook.



2. This will bring up your **Profile view** that includes your **Timeline**.



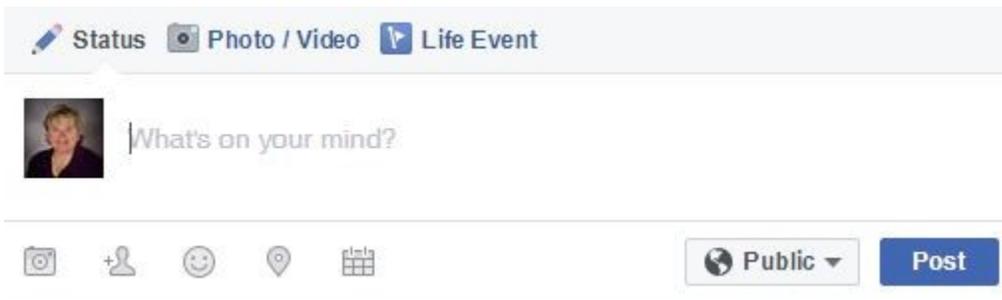
The Timeline tab on your personal Profile.

This is the Timeline "stream" or "feed".

### How do I post to my Facebook Timeline? – (From Facebook Help)

You can post to your **Timeline** either from the top of your Timeline or from **News Feed**:

1. From the top of your Timeline or News Feed, click what type of story you want to share (ex: Status, Photo/Video, Life Event)



2. Type in any details you want to add
3. You can also:
  - o **Tag friends** – “When you tag someone, you create a link to their profile. The post you tag the person in may also be added to that person's Timeline.” (Facebook, n.d.)



- o **Pick a date for the story** – “You can change the date of stories on your Timeline, including your life events and any photos and videos you post or

are tagged in. This will move the stories to a new spot on your Timeline.” (Facebook, n.d.)



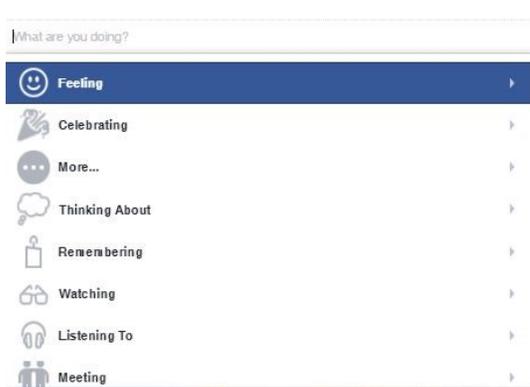
- o **Add a location** – “You can add your location to a post to tell people you're at a specific place, like a restaurant or park.” (Facebook, n.d.)



- o **Add a photo – Or Video.** You can upload photos or videos, and create photo and video albums for easy organization



- o **Add how you're feeling or what you're doing** – Select the smiley icon to see a list of how you are feeling or what you are doing.



4. **Select an audience for your post** – “The tool remembers the audience you shared with the last time you posted something and uses the same audience when you share again unless you change it. For example, if you choose **Public** for a post, your next post will also be **Public** unless you change the audience when you post.” (Facebook, n.d.)



5. Click **Post** 