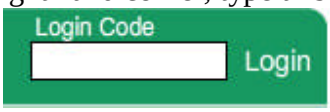
Farcebook Instructions

To access our class's Farcebook account complete the following steps for the first time.

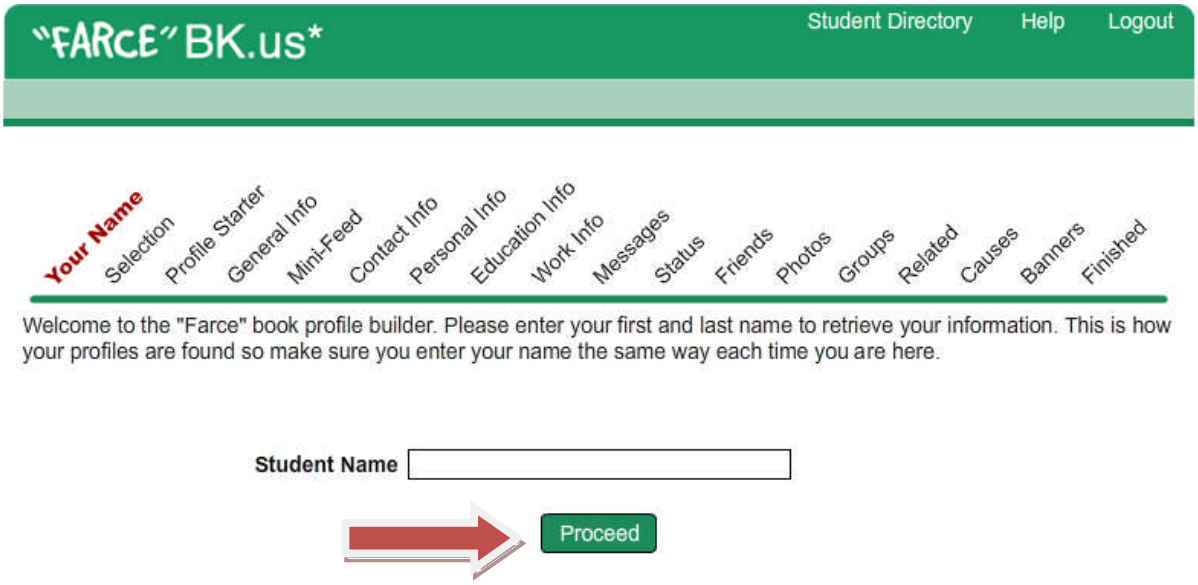
1. Go to farcebook.us
2. In the Log-in box in the upper right hand corner, type this code: _____



3. Click **Create Your Own "Farce" Book**.

4. This will take you to the Student Directory where you will see your character's page once you have finished it. Click **Create/Edit Profile**.

5. Type your name in the box labeled **Student Name** and click **Proceed**.



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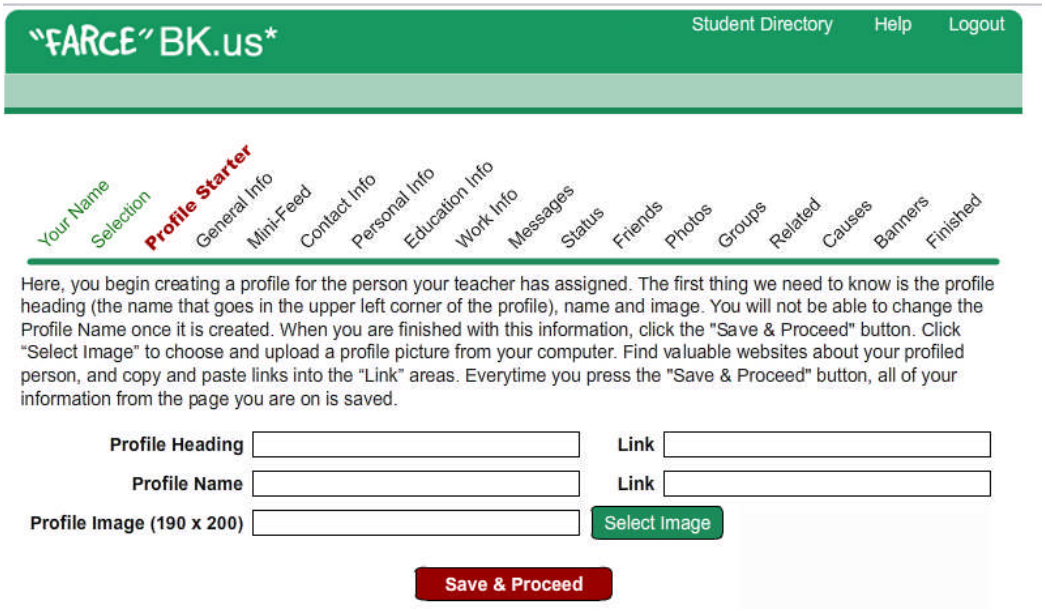
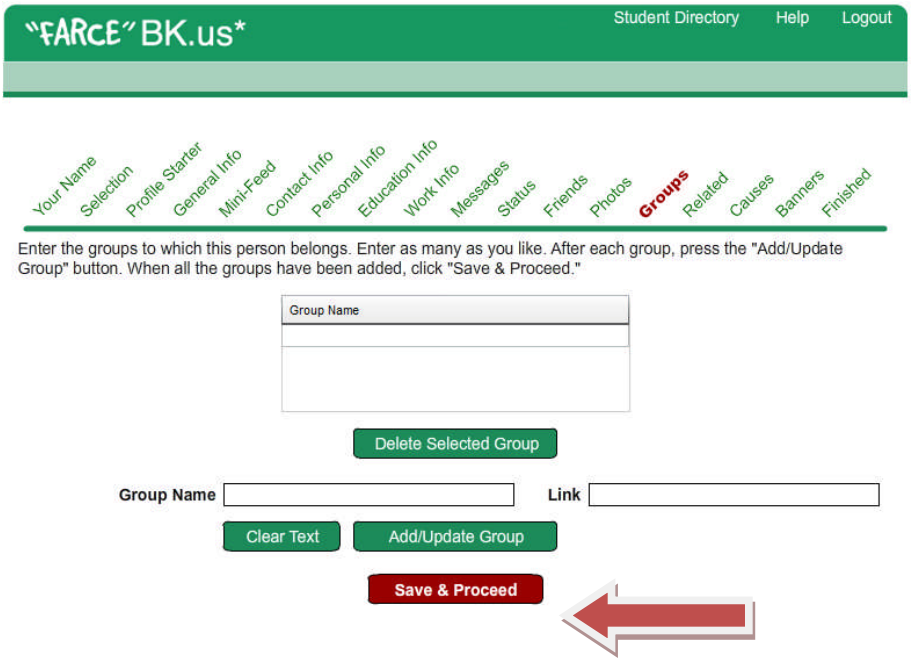
6. Click **New Profile** and type the name of your book by **Profile Heading** and the name of your protagonist by **Profile Name**. Click **Select Image** and upload the image you saved for your protagonist. Click **Save and Proceed**.



7. Use the words at the top to select which part of the profile page you want to work on. Be sure to click **Save and Proceed** before moving to a new section.
8. When working with the sections **Messages, Friends, Photos, Groups, Related,** and **Causes,** click **Add/Update** before clicking the **Save and Proceed** button.



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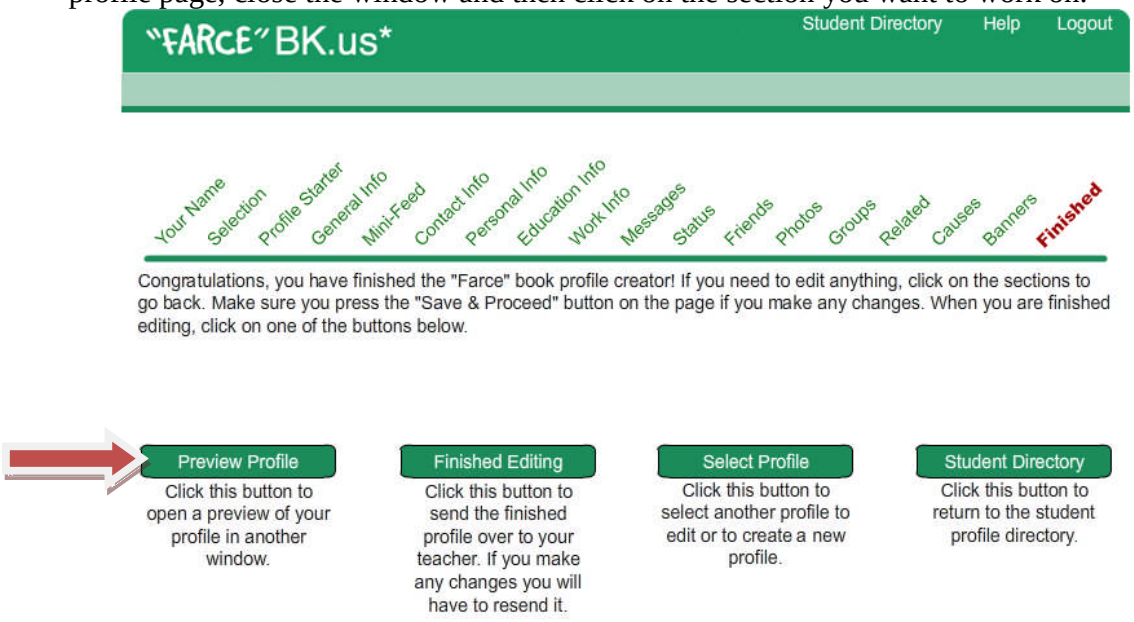
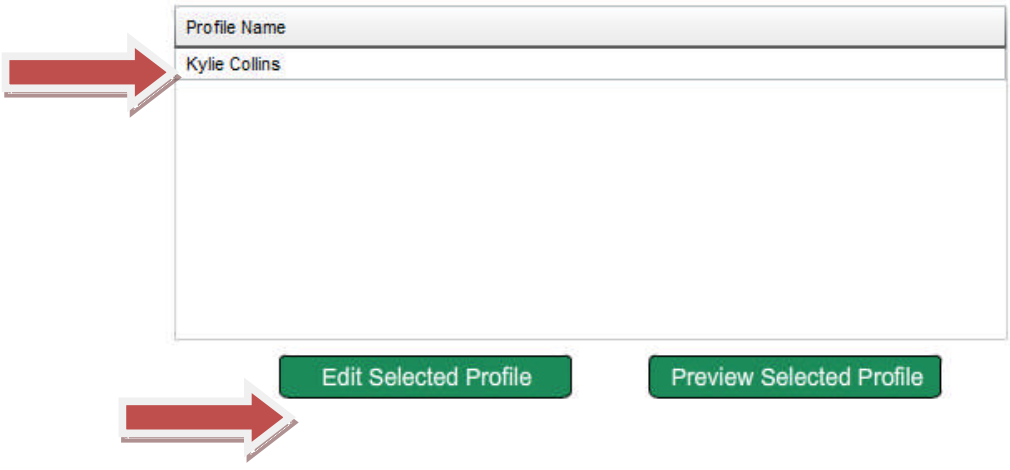
9. To preview the profile page, click **Finished**. You will still be able to edit your page. Then click **Preview** and the page will open in a separate window. After examining the profile page, close the window and then click on the section you want to work on.



To log-in to work on the farcebook page after you have set up your account, follow these steps.

1. Go to farcebook.us
2. Log-in using our code: _____
3. Click **Create Your Own "Farce" Book**.
4. This will take you to the Student Directory where you will see your character's page once you have finished it. Click **Create/Edit Profile**.
5. Type your name in the box labeled **Student Name** and click **Proceed**.
6. Now you will see your protagonist's name listed under **Profile Name**. Click on the name to highlight it, and then click **Edit Selected Profile**.



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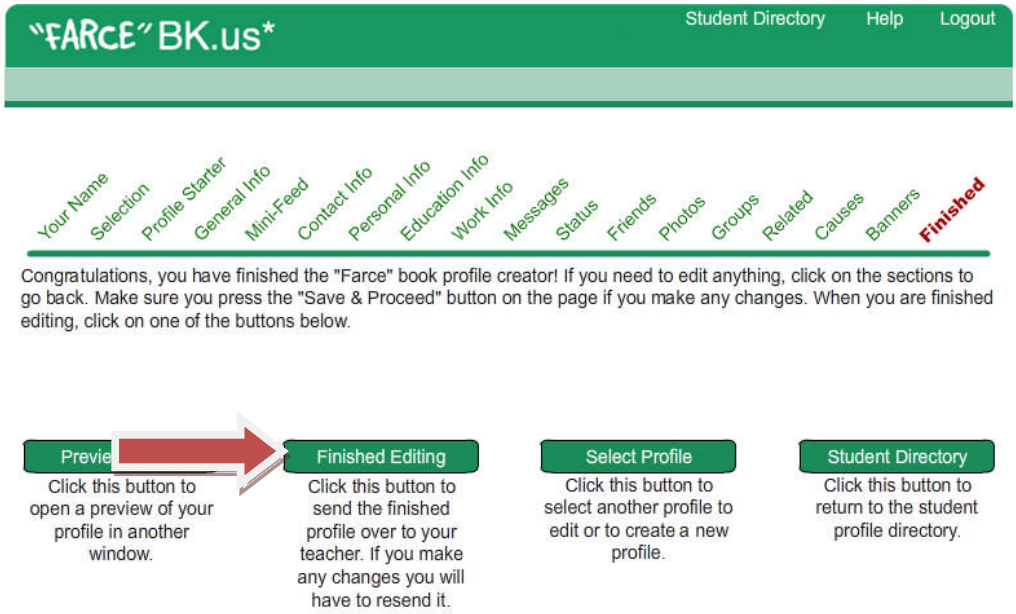
To submit your Farcebook page so that it will appear under the student directory, follow these steps:

1. Log-in if you are not already.
2. Click **Finished**, and then click **Finished Editing**. Once your page has been reviewed, it will now appear in the Student Directory that is visible when anyone in the class logs in.



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