Social Media How-To

Instagram
This is where you can post Instagram stories or start live videos.

Instagram stories stay up for 24 hours and then they are moved into an archive folder.

When this icon is highlighted, that indicates that you are on the Home Page.

Instagram Direct Messaging is similar to text messaging; this is where you can privately communicate with your Instagram followers.

Instagram TV is for sharing and viewing videos that can be up to an hour long each.
When this icon is highlighted, that indicates that you are on the Search Page.

Use the search bar to look for people or organizations to follow.

Use this icon to post photos and videos (see next slide for details).
One option when you want to make a post, is choosing a photo or video that is already in your camera roll.

After choosing a photo, you can add a filter or edit the post.

On this screen, you can add a caption, tag people and add a location.

Another option when making a post is taking the photo or video through Instagram.

Once the photo/video is taken, the same options to edit the post will appear.
Notifications

What will appear on the Notifications Page?

- Any follow requests from other Instagram users
- Likes or comments on your posts from other users
- Notifications that you were tagged in another user post

When this icon is highlighted, that indicates that you are in the Notifications section
The archive is where all your previous stories are kept.

From this page you can add your archived story to your Highlights, which will stay on your profile page forever until deleted.

To change your profile picture or biography, use the Edit Profile prompt.

Using this icon will bring you to your Profile.