

CREATING A FACEBOOK PAGE FOR YOUR CIRCUIT COURT



1

Go to facebook.com/pages/create

Select "Business/Brand"

Enter your Circuit's information and select the appropriate categories (Courthouse, Government Organization, Public & Government Service)

2

Add your Circuit's seal /or photos of your courthouses to serve as your profile photo and cover photo

3

Click "Create Page @Username" in the left menu to set up your vanity URL.

Your username will aid the public in being able to more easily find your page (Ex. @19thJudicialCircuit)

4

Click "Publish" to make your page visible to the public

QUESTIONS?

Morgan Yingst, Sr. Communications Specialist

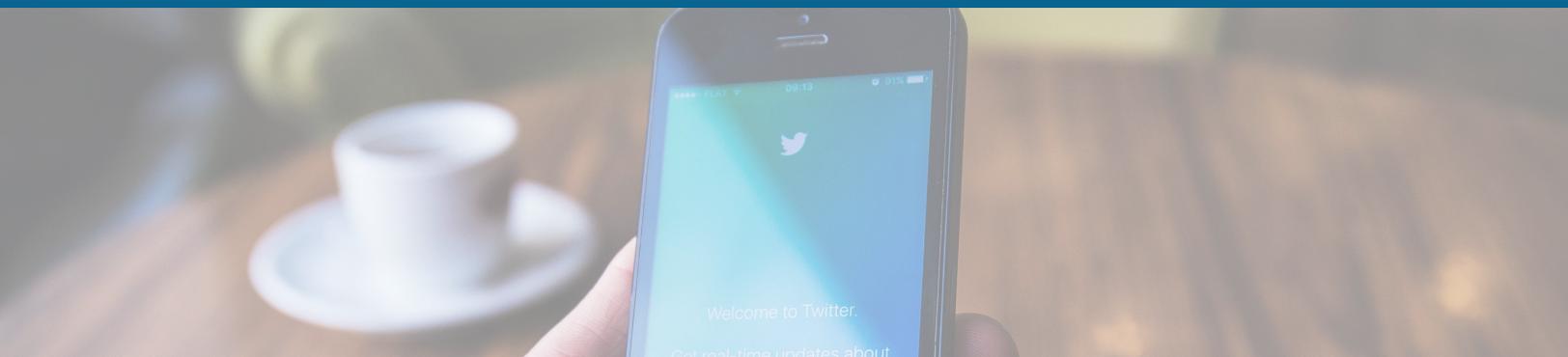
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CREATING A TWITTER ACCOUNT FOR YOUR CIRCUIT COURT



1

Go to twitter.com and click "Sign up"

Enter your Circuit's name, a date for date of birth (this won't be visible on your page), and a cell phone number or email address to be associated with the account

2

Verify your account with the information sent to your cell phone number or email address and then create a password for the account

3

Add your Circuit's seal /or photos of your courthouses to serve as your profile photo and cover photo and add a description of your Circuit

4

Click "Allow Notifications" to get notifications when someone follows your count, Retweets your content, direct messages you, and when relevant news is posted

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