USING THE FACEBOOK INSTANT MESSENGER FEATURE

Text Chat----Voice Chat----Video Chat----Group Chat

1. Log in to your Facebook account

2. To start Instant Messenger, tap on the ⬤ logo located on the upper right corner of the page.

3. In the "Search Messenger" field, type the name of the person you want to start a conversation with.

4. When the name of that person appears, left click on it.

5. A conversation box will appear. Type your message in the space at the bottom of the box.

   To send the message, hit "enter" on your keyboard or click on the ➤ logo to the right of your message.

6. If you want to add an emoji, click on the blue happy face and choose one from the samples that appear.

   Click ☺ to send an emoji, 🖼 to send a picture or 🎭 to send a sticker. or send a "like" logo 👍 Add your selection to your message, hit "enter" on your keyboard or click on the ➤ logo to the right of your message.

7. To start a Voice or Video Chat, click on the appropriate logo on the top of the conversation box.

   🎥 📞

   You will need an active microphone and/or camera to use these functions.

8. When you press one of these logos, a black connection screen will appear and you will hear a ring tone alerting the person you are trying to contact. When they answer, you will be able to speak directly to them or see their video feed on your screen. They can see you too (be careful). You will also be able to see what they are seeing of you.

9. To terminate your Chat, click on the 📞 logo.

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10. To add others for a Group Chat, click on the V beside the original contacts name at the top of the conversation box. A list will appear to the left, click on "Create Group". A "New Message" box will appear. Type the name of the contact you want to add and when their name appears, click on it and it will be added. Do the same for any others you want to add to the Chat.

11. To add others for a Group Voice Chat or Group Video Chat, click on the +profile logo

at the bottom of the black connection screen. An "Add People" screen will appear. Choose the contacts you want to add.