



Facebook for Low Vision Friends

Interact with your Facebook friends!

Connecting with friends is one of Facebook's main uses. When you friend someone on Facebook, you have access to each other's activities and can share ideas through your News Feed stories, photos, and videos. **Try it out!**

Tip: This series is designed for people with low vision. If you use a screen reader, be sure to check out Hadley's screen reading version of this series.

Searching for Friends

1. Log in to your Facebook account to access your homepage.
2. Place your cursor in the **Search Facebook** edit field at the top left corner of the screen.
3. Enter the first and last name of a friend you know is on Facebook. Press **Enter**.
4. Search results appear in a window on the right showing a list of possible names and profile pictures that match your friend's name.

Tip: Your friend's profile picture and hometown help you identify them as the person you are looking for. Facebook suggests using a picture of yourself and some identifying information in your profile. This helps friends find you more easily.

Adding and Accepting Friends

5. Select the **Add Friend** button next to your friend's name.

Tip: When your friend accepts your request, you'll be able to see each other's posts and exchange messages.

Tip: If you don't see the Add Friend button, it's because the person you're trying to friend has adjusted their privacy settings to block friend requests.

6. Go to the address bar and type in **facebook.com/find-friends**. Then press the **Enter** key.
7. If any friend requests are shown on the right side of the screen, and you want to be Facebook friends, select the **Confirm** button.
8. If you don't wish to be Facebook friends, select the **Delete** button instead.

Tip: When you delete a friend request, the person who sent the request is not notified. They cannot send you another request for one year.

Friend Settings

9. Select the **Account** button in the top right corner of your homepage.
10. Tab down to **Settings & Privacy** in the drop-down menu and press the **Enter** key.
11. Select **Settings** at the top of the **Settings & Privacy** window.
12. Select **Privacy** in the left pane.
13. In the right pane, scroll down to the heading, **How people find and contact you**.
14. Select the **Edit** link to the right of the option, **Who can send you a friend request?**
15. A new drop-down menu offers two choices:
 - **Everyone**: Anyone with a Facebook account can send you a friend request.
 - **Friends of friends**: You'll only receive friend requests from people you know directly or who share a mutual friend with you.
16. Make a selection and then choose the **Close** button to the right.

Tip: Feel free to contact a Hadley learning expert for more information about unfriending or blocking someone on Facebook.

Following a Facebook Account

17. Go to your homepage, select the **Search Facebook** edit field, and enter the name of an organization you're interested in, like Hadley.
18. Select the name of the organization from the list of possible matches that appears below the search field.
19. Select **Follow** at the top of the organization's Facebook page.

Tip: You can also follow public figures, like celebrities, athletes, and musicians. This allows you to follow people without having to share a connection through a friend request. Once you follow someone, their posts will appear in your News Feed.

Now you can add and accept friends and follow your favorite organizations and people. Try another workshop to learn how to create a post.