



Facebook with Screen Reader

Adding a Profile

Did you know that once you create a profile you can personalize your profile page?

Once you've created a Facebook profile, you can add photos and personal information. **Try it out!**

Tip: This series is designed for people who use a screen reader. If you're not a screen reader user, be sure to check out Hadley's low vision version of this series.

Tip: Before you get started, you'll need to create your Facebook account. If you need information on how to do that, feel free to contact a Hadley learning expert.

Adding Photos to Your Facebook Profile

1. Log in to your Facebook account.
2. Press **CTRL + Home** to move to the top of your homepage.
3. Press the **D** key to move to the **Home button**.
4. Press **D** again to move to your **Account** button. Then press the **Enter** key.

Tip: You can use the **CTRL** key to silence your screen reader.

5. Press **CTRL + Home** to move to the top of the **Account** menu. Your screen reader announces your name.
6. Press **Enter** to move from your homepage to your **Profile** page.

Adding a Cover Photo

Your cover photo serves as a background image for your profile. It's only visible when someone is viewing your wall.

7. Press **Shift + Tab** twice to move to the **Add Cover Photo** button. Then press the **Spacebar** to open a drop-down menu.
8. Press the **Down arrow** a few times until you reach **Upload Photo**.
9. Then press the **Spacebar** to select this menu option, opening **File Explorer**.
10. In **File Explorer**, press **Shift + Tab** to move into the **Items View** list. Then use the **Arrow** keys to move to the desired photo.
11. Press the **Spacebar** to select the photo. Then press **Enter**.

12. Tab to the **Save Changes** button, and then press the **Spacebar** to select it. Your cover photo is now on your **Profile** page.

Adding a Profile Photo

13. Next, **Tab** several times until you land on the **Profile Picture Actions** button. Then, press the **Spacebar** to select it and open a drop-down menu.
14. Use the **Down** arrow to move to **Update Profile Picture**. Then press the **Spacebar** to open the **Update Profile Picture** dialog box.
15. Press **Tab** twice to move to the **Upload Photo** button.
16. Press the **Spacebar**. **File Explorer** opens in your **Pictures** folder again.
17. Use **Shift + Tab** to move into the **Items View** list. Then use the **Arrow** keys to move to the photo you want to use.
18. Press the **Spacebar** to select the photo you want to use for your **Profile**. Then press **Enter**.
19. Tab a couple of times until you reach the **Description** edit field.

20. Type a description of your picture.
21. If you want to reposition your photo, **Tab** to the **slider bar**. Then, use the **Arrow** keys to zoom in or out.
22. Finally, press **Tab** several times until you reach the **Save** button. Then, press the **Spacebar** to select it.

Tip: You don't have to use a photo of yourself for your profile. You can use any favorite image.

Tip: There are a number of categories you can add information to, such as Work, Education, Current City, and Hometown. You choose what details you want to share. Contact a Hadley learning expert for more information.

Now you can create and personalize your Facebook profile. Try another workshop to learn about finding and adding friends.