# Make the Most of Facebook – Tips from IAACE

Tip #1 – How to change your notification settings

1. Log into Facebook
2. Click the globe icon (located just left of the home button)
3. Hover your mouse over the notification you want to stop seeing and click the **X** that appears
4. Click **Turn off**
5. You can also change the way you receive certain notifications by visiting **Settings** found at the top right of the notifications menu you are viewing

Tip #2 – How to ensure that you don't miss a post from IAACE and other pages you "like"


1. Hover over the **Liked** button of the page you have already liked
2. In the drop down menu that appears, ensure that there is a checkmark next to **Show in News Feed**
3. If you so choose, select **Get Notifications** as well. This means you will see a list of the page's recent posts listed in your notifications (found at the globe icon)
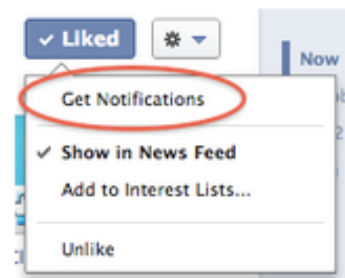
Tip #3 – How to clean up your newsfeed

If your feed is saturated with posts you'd rather not see, you can do some selective editing without un-friending your friends.

1. While viewing the type of post in your newsfeed you'd like to remove, hover over the friend's (or page's) name who created the post, then hover over the **Friends** drop down menu.
2. Unselect **Show in News Feed**
3. For those posters you want occasional news from, click the **Settings** option and choose which updates you want to see
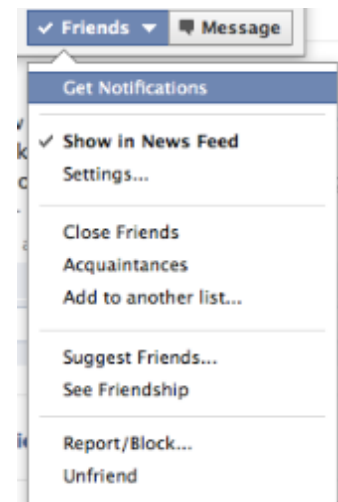
Bonus Tip – If you'd like to create a custom interest group of pages and people you'd like to keep up with, check out this tutorial: http://buff.ly/1bd7qsf

Let's get connected for the sake of adult education!

Be sure to visit us at www.facebook.com/IAACE and Like, Comment, and Share!

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