How to manage Friend Lists?

- Do you know your friends?
- Who can see your content on Facebook?
- I know about useful Facebook Tools
- I can use Facebook’s Reporting Tools
- How do I deactivate my account?
- How can I change the ads I see?
- How to manage Friends lists?
- Take control of your Apps and Games!

Think about creating ‘friend lists’ in order to share different information with your chosen audiences.

### How to Create Friend Lists

1. On the home page, scroll down to the Explore section and select Friend Lists.
2. Then select Create List.
3. Write in the list’s name.
4. Enter names of friends you want to add to the list in the Members Section.
5. Click Create.

The new list will be an option when you add friends to lists.

### Organise Friend Lists

1. Choose a Friend List.
2. Click Manage List button (Top right).
3. Edit List allows you to remove or add friends to the list.
4. Click on a friend to remove.
5. To add a friend click on this list and select Friends. Click on people you want to add to the list.
6. Click Finish to add them.

### Blocking App invites from friends

1. Click the Drop Down button (Top right) and select Friends.
2. Click on a friend to remove.
3. To add a friend click on this list and select Friends. Click on people you want to add to the list.
4. Click Finish to add them.
Who can see my stuff?
Facebook's privacy settings help you control who can see your stuff on Facebook. To check your settings, please:'

1. Click the 'ellipsis' (…) in your cover photo
2. Select 'Timeline Settings'
3. Select 'Who can see your stuff?'
4. Check your privacy settings: Click on the 'ellipsis' (…) at the bottom of your cover photo and select 'Timeline Settings'.

Who can see my stuff on Facebook?
You can set your audience to:
1. Public
2. Friends
3. Friends of Friends
4. Custom
5. Only me

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Keep an eye on your timeline
1. Click the 'ellipsis' (…) in your cover photo
2. Select 'Timeline Settings'
3. Select 'View As'
4. Check out what your timeline looks like to see everything.

Consider only letting your Friends' see your stuff on Facebook
If you're concerned about who sees your stuff, consider letting only your friends see it. This can be useful if you're sharing personal photos or videos with close friends.

Ensure you can't be found in a public web search
1. Click the Drop Down (top right)
2. Search Facebook
3. Search Facebook
4. Check if you can't be found in a public web search

How can I change the Ads I see?
Facebook's Advertising Preferences tool lets you take control of the ads you see by liking Pages, adding interests to your Timeline and clicking on ads you find useful or annoying. This tool makes it easier for you to manage your Advert Preferences.

How do I deactivate my Facebook account?
If you really want to deactivate your Facebook account, it will not be available for 14 days before it is permanently removed. 

1. Click the 'Mi' icon
2. Click 'Settings'
3. Click 'Manage your account'
4. Click 'Deactivate your account'
5. Click 'Deactivate now'
6. Enter your Facebook account password
7. Click 'Deactivate'
8. Click 'Deactivate'

Warning! Your Facebook account will be permanently deleted and can't be recovered.

Report abuse to Facebook
If you feel that someone is bullying you on Facebook, you can report it on the site using the 'Report' link. The Social Reporting tool can be really useful if a friend posts something that upsets you. You can report it by clicking the 'ellipsis' (…) in the corner of the post. Social Reporting allows you to report posts and other content to Facebook. You can report abuse to Facebook on any device.

1. Click the Drop Down (top right)
2. Click 'Settings'
3. Click 'Support Inbox'
4. Type your question in the 'ask a question' box.

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