

Facebook SRS

1. Adding Post

You can use Facebook to add posts and/ photos and videos for your friends or the public, you can do this from 3 different places: Home page, Profile page, or a friend's timeline.

a. Add post

- i. You can Add a post (Text and/or photos/videos)
 - In a text only post you can choose a background color/picture.
- ii. You can Add multiple photos or videos (or both together)
 - You can mix photos and videos either by using your camera for a new photo/video or browse from your photos and videos
- iii. You can Tag or mention people/pages/events from Facebook (if they allow it) to the post and/or in photos
- iv. You can Add a location You can see a list of a nearby places to select from them, or search by your own location.
- v. You can add and activity (playing/watching/reading...etc.) or a feeling (happy/ blissful/grateful...etc.)
- vi. Save post as Draft
- vii. Share/Copy its link to anywhere
- viii. Like, and reply to comments on your post
- ix. Save your post
- x. Edit, Delete, Archive post
- xi. Edit privacy of your post
- xii. You can add the post to an album

b. View Posts of friends and the public and yourself

Home shows a feed of posts by you, your friends, pages, groups and public posts. You can like and comment on posts

- i. You can interact with any post visible to you by doing the below actions
 - Like/react
 - Comment / reply
 - Share (to you story / in a message / to a group / outside Facebook app / copy post link)
 - Hide
 - Save
 - report

2. Stories

With stories, you can share photos and videos and other posts that disappear after 24 hours, unless you add them to your profile as “featured”, you can do this from the Home Page.

a. Add a story

- i. You can add one or many of the following to a story:
 - Text
 - Music
 - Photo
 - Video
 - A post (this is done at the post itself not in the “create story” page)
- ii. Photos or videos can be uploaded from your phone, or selected from your Facebook photos, or taken by your camera.
- iii. You can edit a story using:
 - Stickers
 - Effects
 - Drawing
 - Filters
- iv. You can tag people/pages to your story (if they allow it)
- v. You can add a location to your story
- vi. You can save your story to your phone
- vii. You can set story privacy

b. Viewing Stories

- i. You can view stories of your friends or any story that is visible to you (depending on privacy)
- ii. Stories can be viewed either from the home page or the page of the person who added it.
- iii. Once you see a story it is marked as seen (the blue colored ring turns white)
- iv. You can interact with a story by:
 - Commenting
 - Messaging
 - Reacting
 - Sharing (if the person allows it) it by:
 - a. Sending it in a message
 - b. Adding it to your story
 - c. Copying its link
- v. You can mute and unmute the stories
- vi. You can report a story

3. Messaging (Facebook Messenger App)

Facebook messaging is done through a separate Facebook app called “Messenger” that fully integrates with Facebook to support signing in, sharing from Facebook and seeing notifications.

- a. You can access the messenger from inside the Facebook app
 - i. You can open the messenger app from inside the Facebook app in the home screen
 - ii. Or when you share anything as a message
 - When you share something as a message the messenger app will launch with the content you wanted to share, ready to be shared, displaying a list of people you can share it with
 - You can select one or many people to share with
 - You can share to group chats
 - You can cancel sending for a few seconds after clicking “send”
- b. You can open the messenger app directly from your phone without opening the Facebook app first
- c. Sending messages
 - i. You can message one person or create group chats with multiple people
 - ii. You can send:
 - Text
 - Photos
 - Videos
 - Voice notes
 - Stickers
 - Emojis
 - Location
 - a. Your current location
 - b. Your live location
 - c. A location you searched for
 - iii. All messages history is stored online
 - iv. you can manage your chats by:
 - muting
 - restricting
 - deleting
 - blocking
 - marking as read/unread
 - archiving
 - v. you can search for messages and people
 - vi. you can see what other people in a chat have read