



Welcome to Facebook! This sheet contains important information about your accounts and equipment setup.

Follow the steps outlined below to setup your equipment.

1. Remote Employees Default Password - Turn on your computer, then contact the remote helpdesk (open 24/7) to request the default password (650)-644-5000

2. Facebook.com- Log onto your personal Facebook account.

3. Internal Access- Open a new tab and type "our.intern.facebook.com/intern", then click on the "make it so" button. You will be taken to the IT Wiki (fburl.com/it_setup) page to complete the rest of your setup. Please see IT Service Desk Resources for Questions/Issues for additional support and setup from a remote location.

IT Service Desk Resources for Questions/Issues

Remote Location Setup: Connect to your home network, then launch Cisco Any Connect (start menu on PC, applications folder on Mac). Connect to the location you are in. Continue with Always Allow. Secondary Password = Yubikey

***Please be sure to disconnect from Cisco Any Connect when your session is over**

If at anytime you feel lost, please contact help desk, so we can solve any concerns you may have.

- Email: help@fb.com
- Instant Chat: Launch 'IT Technical Support' program on your computer
- Virtual helpdesk: (650) 644-5000
- Facebook Group: Search for 'helpdesk'

