



## Series 2 - Facebook Tips & Tricks

Welcome back to a series of computer related articles brought to you by VistaSol Computer Solutions. Over the coming weeks we are going to be featuring articles based on the theme of 'How do I . . .?'

In this week's article we are continuing our new series of articles based on the theme of 'Facebook':

### Part 2 – How do I get a unique facebook username / email address?

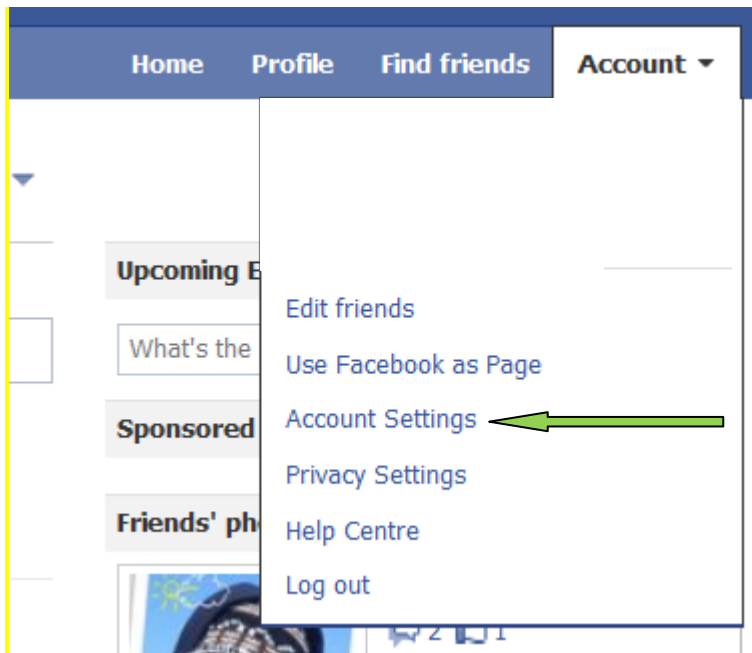


If you haven't already done so, you can easily create your own personalised address for your facebook profile such as [www.facebook.com/vistasol](http://www.facebook.com/vistasol). Having this unique identity will not only make your profile attractive, but you can also refer someone to your profile by giving them this easy to remember facebook address. Another benefit of creating a personalised facebook address is that you can also create your own personal email address based on this profile name for example `username@facebook.com`. You can even use this new email address (`username@facebook.com`) to login into facebook account (more on this later).

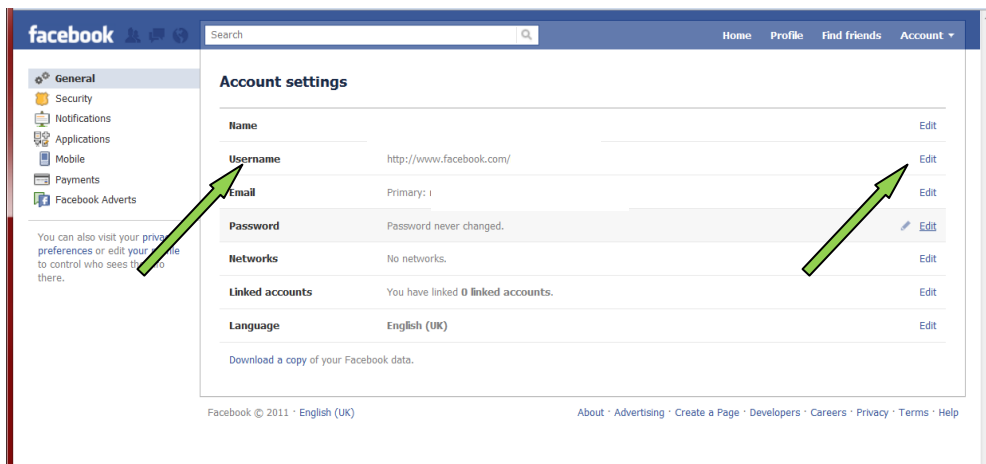
### How to set up your personalised facebook name

Log in to your facebook account, or create a facebook account if you don't already have one (type [www.facebook.com](http://www.facebook.com) into your browser address bar (or in Google).

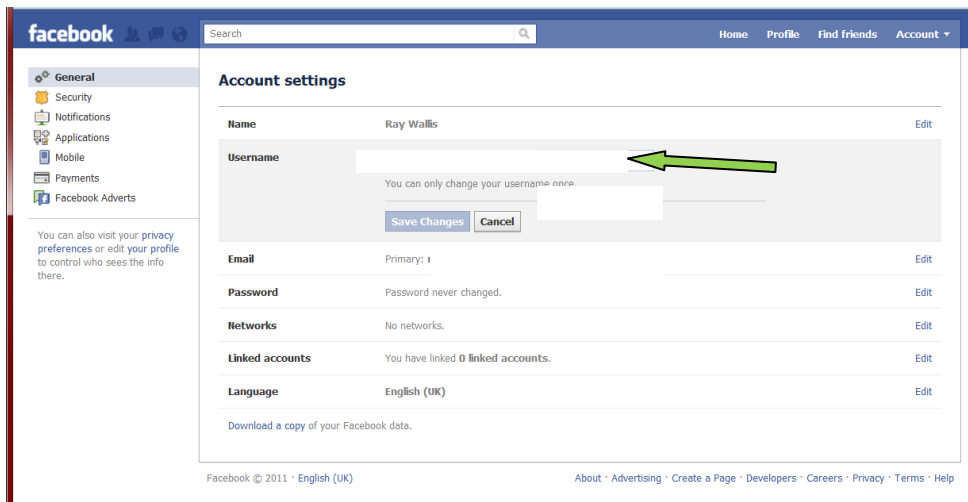
Once you have logged-in to your facebook account, click on the 'Account' menu option to the right of the blue bar at the top of the screen. From the drop down menu select 'Account Settings'.



You should now see information about your account



The second entry in the list will be Username. Click on the word 'Edit' to the right of this screen entry. You will now be able to add your new username.



In the text box type your desired username. Facebook will check its database to see if this name is available. When the name has been accepted, click on the 'Save Changes' button. This will be your unique username e.g. [www.facebook.com/vistasol](http://www.facebook.com/vistasol). You can now use this name when referring to your own facebook pages to friends etc. Click on 'Home' to return to your newsfeeds.

## Facebook Email Address

Now that you have a unique identity on facebook, you can also create your own personal facebook email address.

To set up a free @facebook.com address, go to your 'Messages' view and click on the "Claim your Facebook email" link. (If you don't see this you probably already have a facebook email).

Your email address will match your personalised username, for example:

Profile: [facebook.com/username](http://facebook.com/username)  
Email: **username@facebook.com**

Once you have set up your email address, anyone can email you using any other traditional email system (e.g., Hotmail, Yahoo or Gmail), and the emails will be delivered direct to your facebook Messages – how cool is that! When you send messages to external email addresses, the emails will be formatted to look like facebook messages, including your name, your profile picture and your message.

Now you can also login into your facebook account with **@facebook.com** instead of your previously used email address. At the facebook login page enter your new facebook username along with @facebook.com. i.e. **username@facebook.com** and enter your usual password (the one you used previously to login).