Dear Newspaper Partner

Thank you for your business!

Facebook changed requirements for using the Posts from your Advertisers' Business Facebook Pages and now requires an authorization from those Advertises to push their posts to your website.

We developed a tool for you to put your advertisers' email address into your admin site. That triggers an email with everything your advertiser needs to quickly authorize and keep their Facebook Posts flowing onto your website via your Friends2Follow App.

This tutorial provides the means for you to send a welcome email to anyone who has access to the Business Facebook Page for your advertiser so they can complete the authorization process on their own. We have also provided a tutorial on their process for you or them that will show all steps and assist with the authorization process.

We are terribly sorry you have to deal with these changes, but we are doing everything possible to make it as easy as possible. Please let us know if you need anything.

Sincerely, your Friends2Follow Team reinig@friends2follow.com or 801-403-7966

Login to your Friends2Follow Admin Site. yourURL.friends2follow.com



Welcome

Username or Email *



STEP 2

Click on "Streams." If you <u>have</u> set an email address for the Stream, it will be labeled "Waiting," if you <u>have not</u>, it will be labeled "No Assigned User"

Friends <mark>2</mark> Follou	IJ Streams & Posts →	Advertisers - Channels	Leads - Reports -	Widgets	\$ -	* -
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If you have already set an email address and the Stream says "Waiting..." Please refer to our "Pub Sets Password.pdf" tutorial that will help you work with your client to get the authorization done.

All related documents about the Facebook Authorization Process from Friends2Follow can be found here:

friends2follow.com/facebook-authorize

If you <u>have not</u>, set an email address for the Stream, it will be labeled "No Assigned User." Please click on the name of the Stream in the white box or click "Edit" on the Stream in the list below



Click "Add a User" and input the email address from anyone in the Advertisers' company who can login to their Business Facebook Page

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Optional. Add a User to this advertiser, who will have access to the Advertiser's Dashboard.

Don't forget to save the new User Info by "Updating stream" (saving) at the bottom of this page.

Auto-publish posts

If checked, posts will skip the moderation process and show immedietly.

Unpublish bad-word posts

If checked, any posts containing profanity will remain unpublished for futher review.

Post rate limit

Optional. Sets a limit on how many new posts this stream can make per hour or day.

Start date *

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08/01/2015	06:24pm
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The date this stream should start displaying. If left blank, the current date will be used.

End date

Optional. The date this stream should discontinue displaying. 🔮



Your Advertiser will receive the email message below and all the tools needed to authorize their Facebook Account for your website.

We strongly suggest sending an email or calling with the info provided in our "Advertiser Authorize FB—>F2F.pdf"document

Important Update

You are receiving this email because you are a valued client of Friends2Follow. Facebook & Instagram now require your authorization for us to promote the posts from your Business Facebook Page on our website. Providing authorization for your Business Facebook Page is simple. Follow the instructions in the link below to keep fresh Facebook posts flowing for our readers.

https://friends2follow.com/facebook-instructions.pdf

Once you have read the instructions, click on the one-time login link below to begin the process or forward this email to anyone with access to your Business Facebook Page.

An important note, although you access your Business Facebook Page though a personal Facebook login, we do NOT have access to and NEVER use any information from your personal page or modify anything within your Facebook account(s). We only pull the Posts from your public Business Facebook Page and put them in front of our audience.

https://demo.friends2follow.com/user/reset/3392/1572236490/tLyaFyx5yKkfn...

We sincerely appreciate your business and your kind attention.

Thank you, Friends2Follow

Need some help or have a question? Email us or call 801-403-7966.

THANK YOU!

Sorry for the new requirements. Pease know Friends2Follow is here to help!

Please let us know any questions or if we can do anything to assist you with this new authorization requirement from Facebook or beyond. We are happy to contact your advertisers who are having a difficult time with the new requirements and help them through the authorization process. Or feel free to refer them to our phone line set up specifically to assist them: (435) 709-5988 or email <u>reinig@Friends2Follow.com</u>

ALL Friends2Follow Documents regarding this authorization process can be found at: <u>friends2follow.com/facebook-authorize</u>

Thank you for your business. Please let us know if we can serve you.

~Friends2Follow