

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 Advertisers 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

STEP 1

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



Welcome

Username or Email *

friends2follow admin

Password *

.....

Log in

Forgot Password?

STEP 2

Click on “Streams.” If you **have** set an email address for the Stream, it will be labeled “**Waiting**,” if you **have not**, it will be labeled “**No Assigned User**”

Filters	Published	Type	Stream	Start Date	End Date
Status <input type="radio"/> Published <input type="radio"/> Unpublished	<input checked="" type="checkbox"/>	Facebook	BEK Communications Facebook Usage type: <input type="radio"/> No Assigned User <input checked="" type="radio"/> Paid Advertiser Last checked: a minute ago Post rate limit: 2/hour Auto-publish posts: <input checked="" type="checkbox"/> Enabled Unpublish bad word posts: <input checked="" type="checkbox"/> Enabled	09/19/2019 12:39pm	None
Type <input checked="" type="checkbox"/> Facebook <input type="checkbox"/> Twitter <input type="checkbox"/> YouTube Show all >	<input checked="" type="checkbox"/>	Facebook	Big Valley Auto Facebook Usage type: <input checked="" type="radio"/> Waiting... <input type="radio"/> No Assigned User <input type="radio"/> Paid Advertiser Last checked: 11 minutes ago Post rate limit: 2/hour Auto-publish posts: <input checked="" type="checkbox"/> Enabled Unpublish bad word posts: <input checked="" type="checkbox"/> Enabled	09/19/2019 09:16am	None
Connection <input type="radio"/> Connected <input type="radio"/> Waiting... <input type="radio"/> No Adv. User					
Start date Pick date >					
Channel <input type="checkbox"/> NEWS&TECH Test					

STEP 3

If you **have not**, 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

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

The screenshot shows the Friends2Follow dashboard with a navigation bar at the top containing 'Streams & Posts', 'Advertisers', 'Channels', 'Leads', 'Reports', and 'Widgets'. Below the navigation bar, there are two buttons: '+ Add Account Stream' and '+ Add Hashtag Stream'. The main content area is titled 'Streams & Posts' and contains a list of Facebook streams. A callout box with a blue border and a white background points to the 'Contact' button for the stream 'BEK Communications Facebook'. The stream details for 'BEK Communications Facebook' are shown below, including 'No Assigned User', 'Paid Advertiser', and 'Auto-publish posts' settings. The stream details for 'Big Valley Auto Facebook' are also shown below, including 'Waiting...' connection status and 'Paid Advertiser' settings. The 'Edit' button for the 'Big Valley Auto Facebook' stream is circled in yellow.

If you don't know a good email for the client click on **“Contact”** to see their Facebook Contact Page.

STEP 4

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

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



STEP 5

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 through 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. Please 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 reinig@Friends2Follow.com

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

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

~Friends2Follow