Instagram Manual

GANG Organization

Why Instagram?

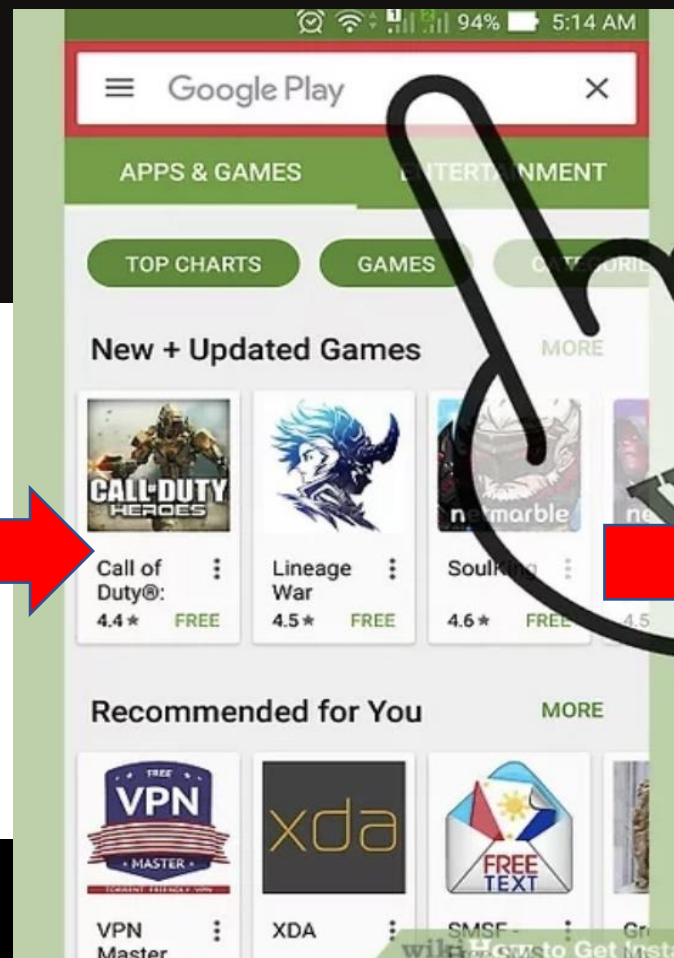|	
Connect	Connect with friends and family, share what you're up to and explore what's new going on in the world.
Explore	Explore your community, your favorite personalities or organizations (connect with GANG and other organizations of your interest).
Share	Share photos and videos in your story(with desired privacy) **that will disappear after 24 hours automatically** and only be shared with selected people
Message	Free and a much secure platform to message, **audio call or video call with your friends** and family
Discover	Discover brand and small businesses of your interest and shop products.

INDEX

Instagram App Installation guide for Android users (phones and tablets)

1
Go to your play store

2
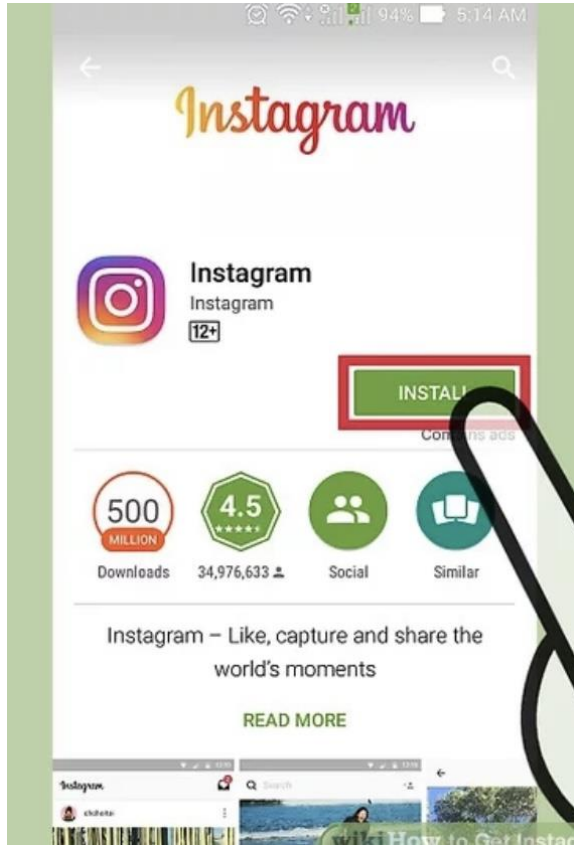**Go on search bar**
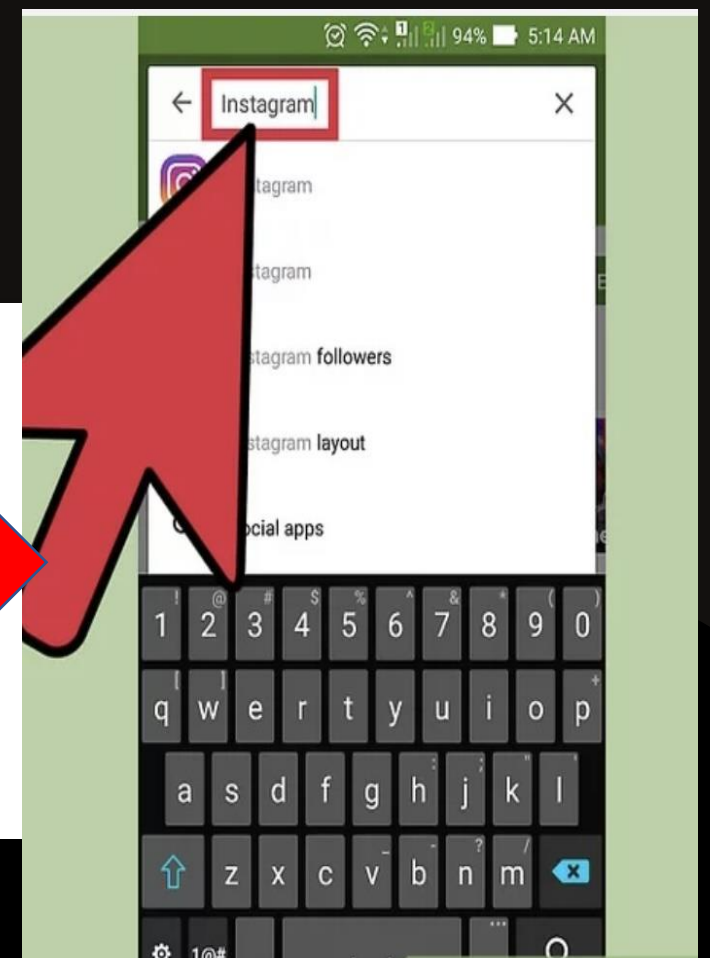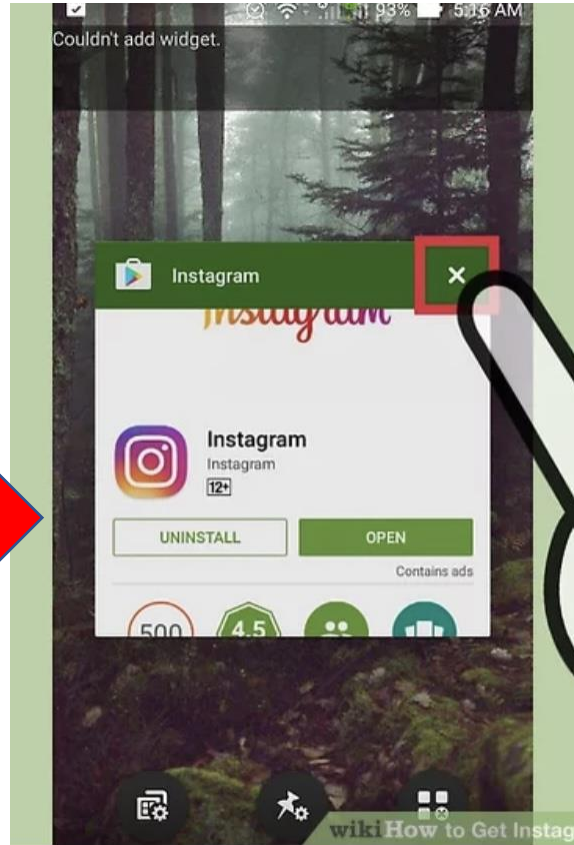
3
Type in "Instagram"

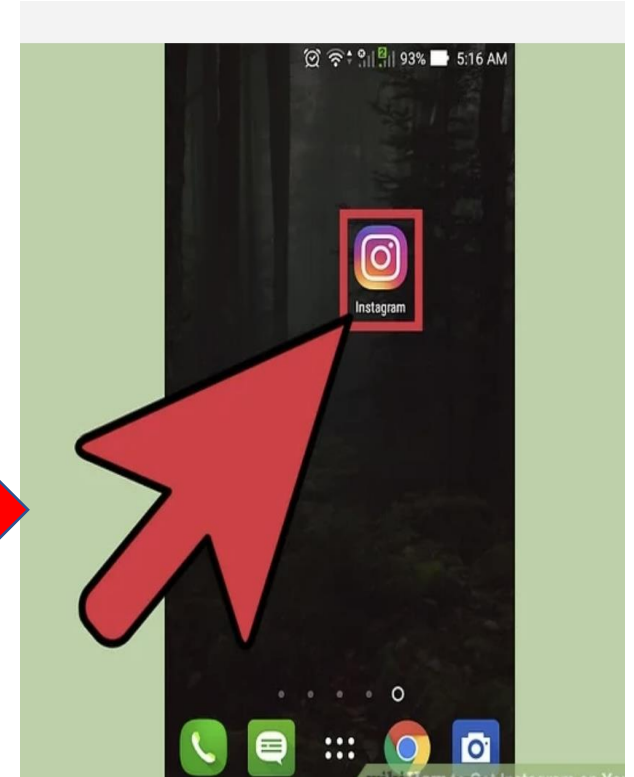• Application installation For Android users

4

As Instagram appears press on install

5

Once the app installs, press on "open" or, close window to go to the home screen
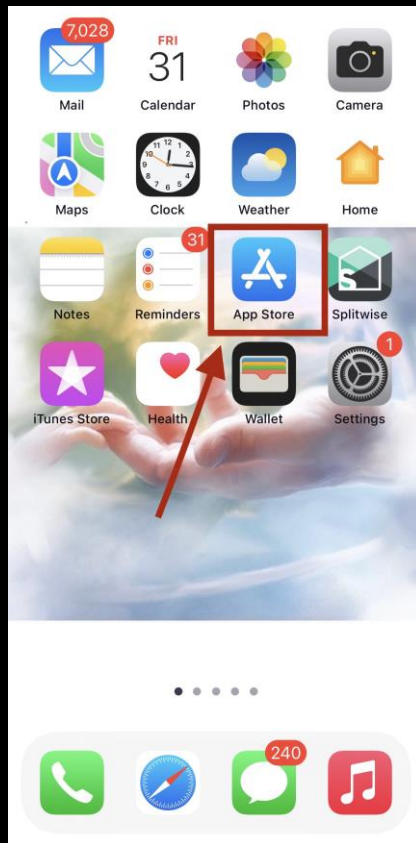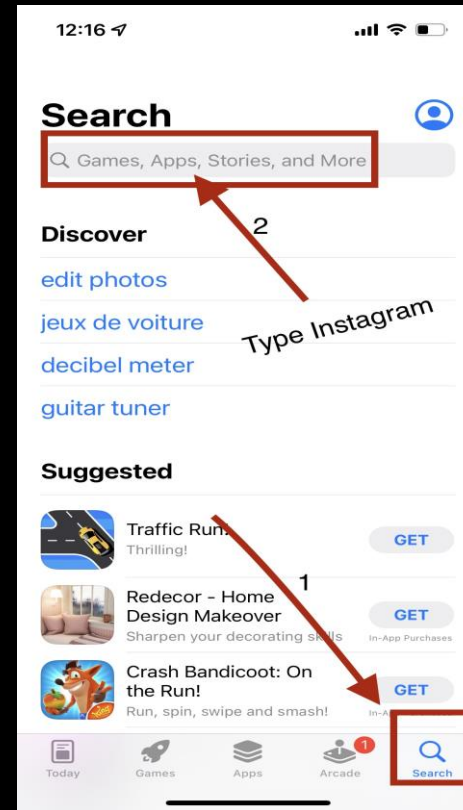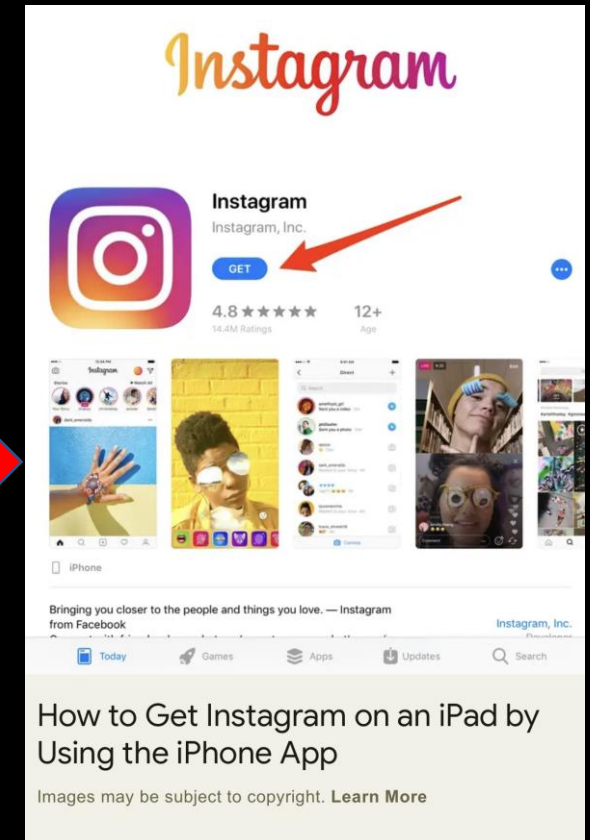
6

Open the application

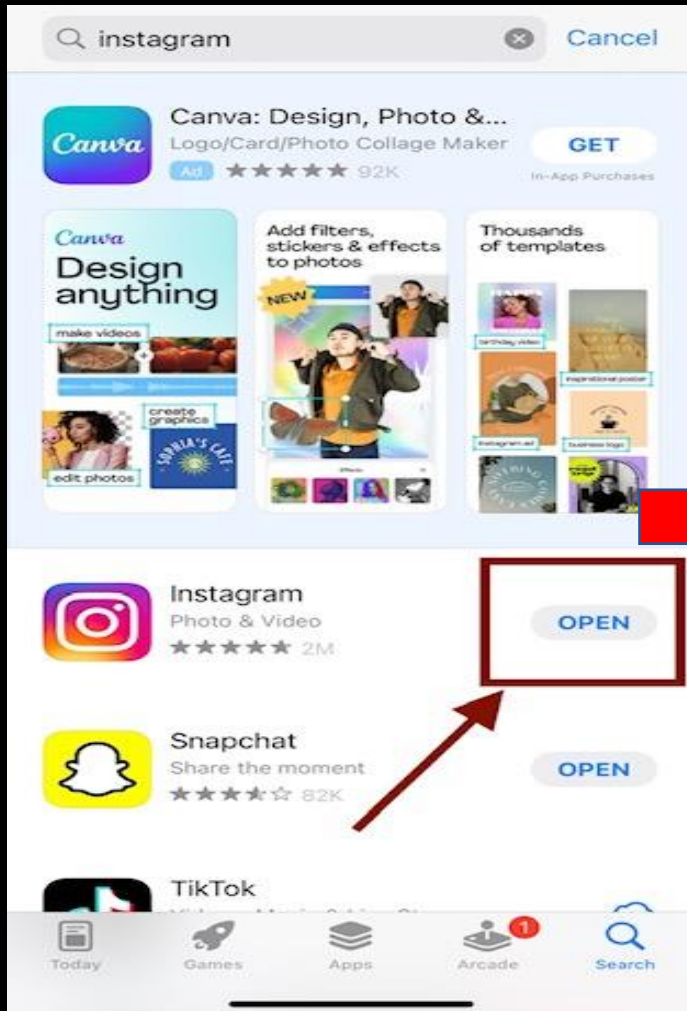Instagram App Installation guide for iPhone/iPad/Apple users

1
Open App store

2
Tap search bar icon at bottom right and type in Instagram

3
Tap on "get" icon to install the App

For iPhone/iPad users

8

4
Open the App

5
This is how app appears on home-screen

Step-by-step guide to create and set up a new account (Android/iPhone/ iPad)

After you open the app:-

To begin using the app, you will need to open an account if you don't already have one. To do this, there are three options:
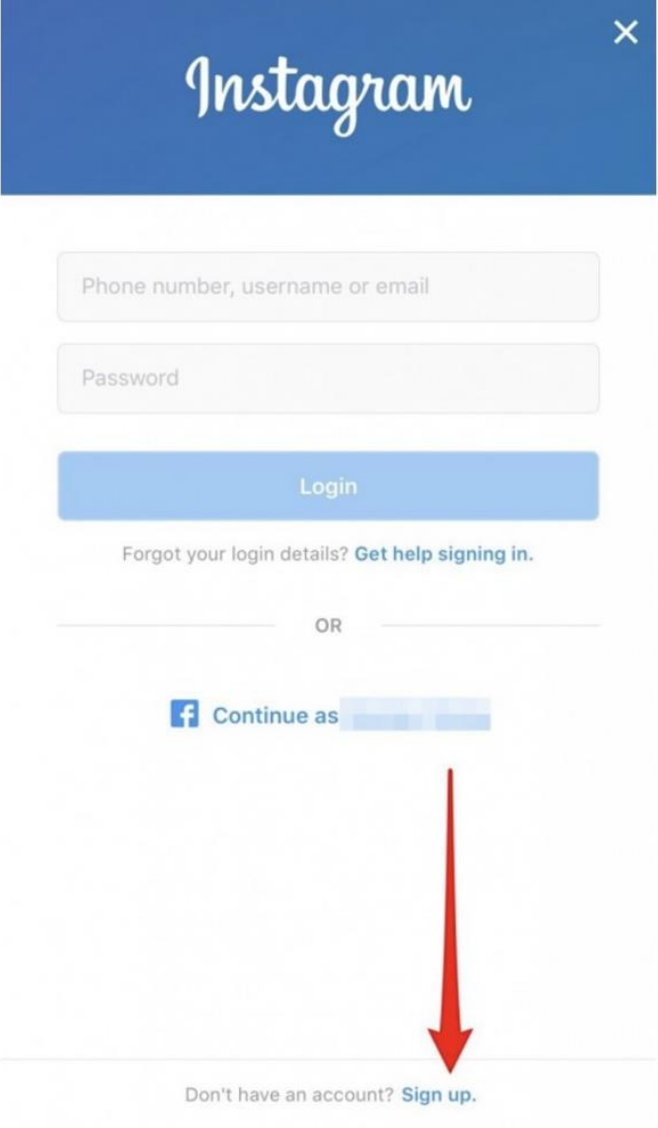
1. Sign up with your existing Facebook account.

2. Sign up with your email.

3. Use your phone number to creating a new account.
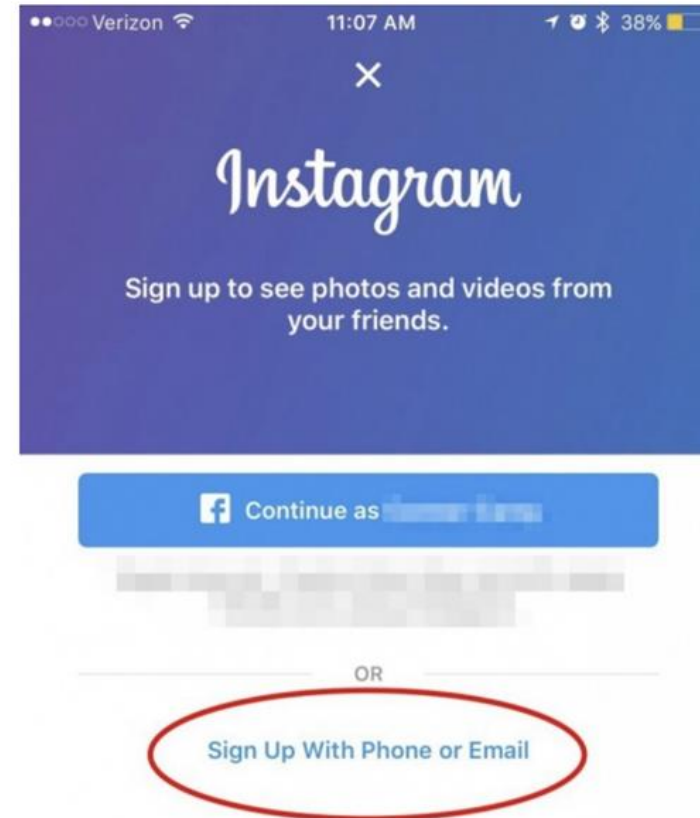
*Signing up explained from slide 10 onwards (after you click on "sign up with phone or email")
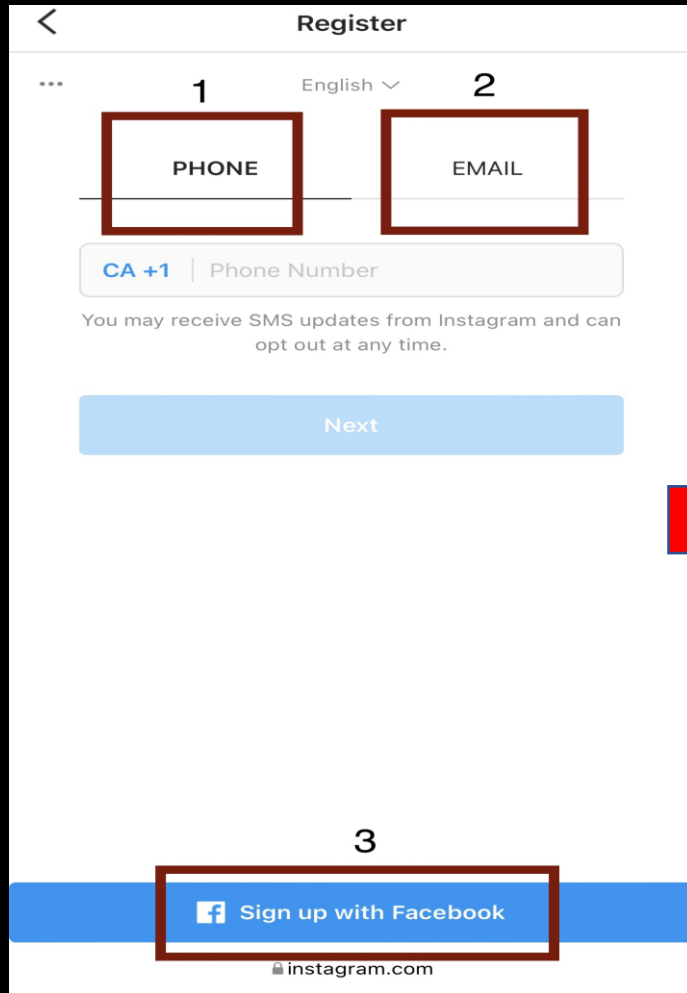
The next step:-
After registering email address or phone number or your Facebook id for validation purpose, you are all set up to signup by creating a username and password
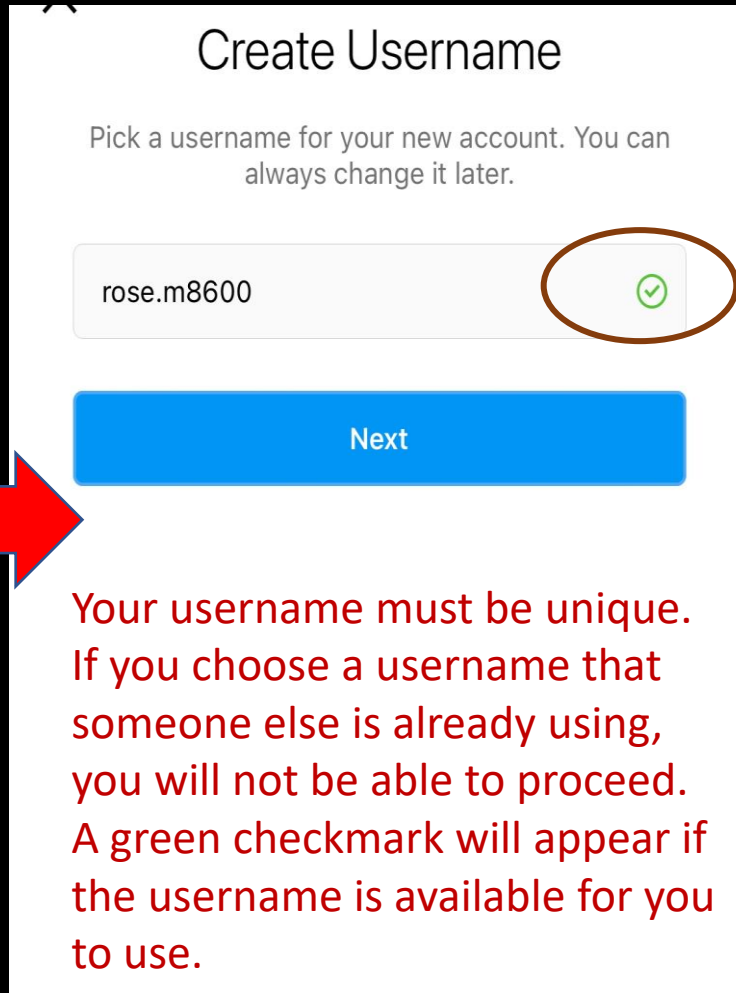

*Please move to next slides for step-by-step tutorial

Step-by-step tutorial:-
After you open the Application

Your username must be unique. If you choose a username that someone else is already using, you will not be able to proceed. A green checkmark will appear if the username is available for you to use.

Once you open the application, register either by phone number, email address or signup with existing Facebook account. Then create a username and password

Welcome to Instagram, rose.m8600

We'll add the email from jasm_ine817 to rose.m8600. You can change your contact info and username anytime.

Complete Sign Up

Add New Phone or Email

Find Facebook Friends

You choose which friends to follow. We'll never post to Facebook without your permission.

Connect to Facebook

Skip

Find Contacts

See which of your friends are already on Instagram and choose who to follow.

Your contacts are periodically synced and stored securely on our servers. To remove contacts, go to Settings and disconnect. **Learn More.**

Search Your Contacts

Skip

Add Profile Photo

Add a profile photo so your friends know it's you.

Add a Photo

Skip

Skip*

After one complete signup, there are various optional features available where a user can connect with their Facebook friends, or contacts saved on their phone. You can also upload a profile photo by tapping on "add a photo icon". These all pages will appear in the same order as you sign up a new account on Instagram.
*Besides, if an user don't want to use these optional features, they can simply tap "SKIP" below and move forward

14

The main page:
1- Home page – this will take you back to your main page if you navigate to another page.
2- Search bar (to search any celebrity, people or pages; for example,
type "edmontongrannies" on the search bar and you can connect with us on Instagram
3- Reels- here is where one can watch and explore trending videos around the world
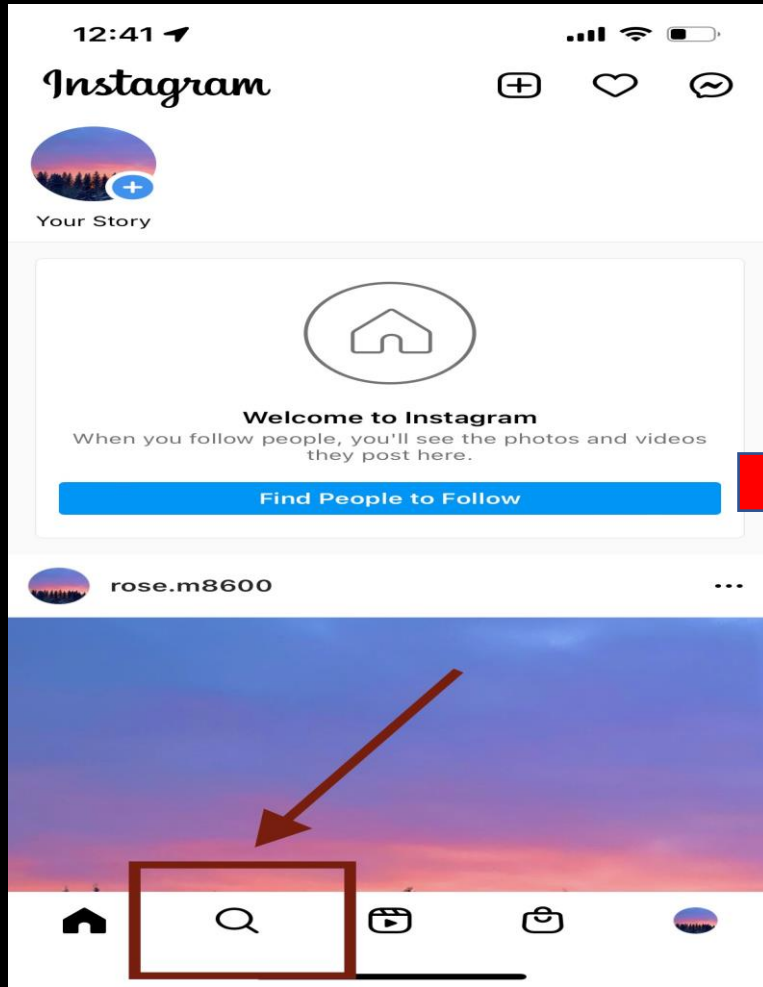4- Online shopping icon
5- Users' bio and personal info and settings
6- Messages/ audio and video call to friends (on some devices, this icon looks like a paper airplane ▽)
7- Activity – lists recent activity, accounts asking to follow you, and recommendations for accounts to follow.
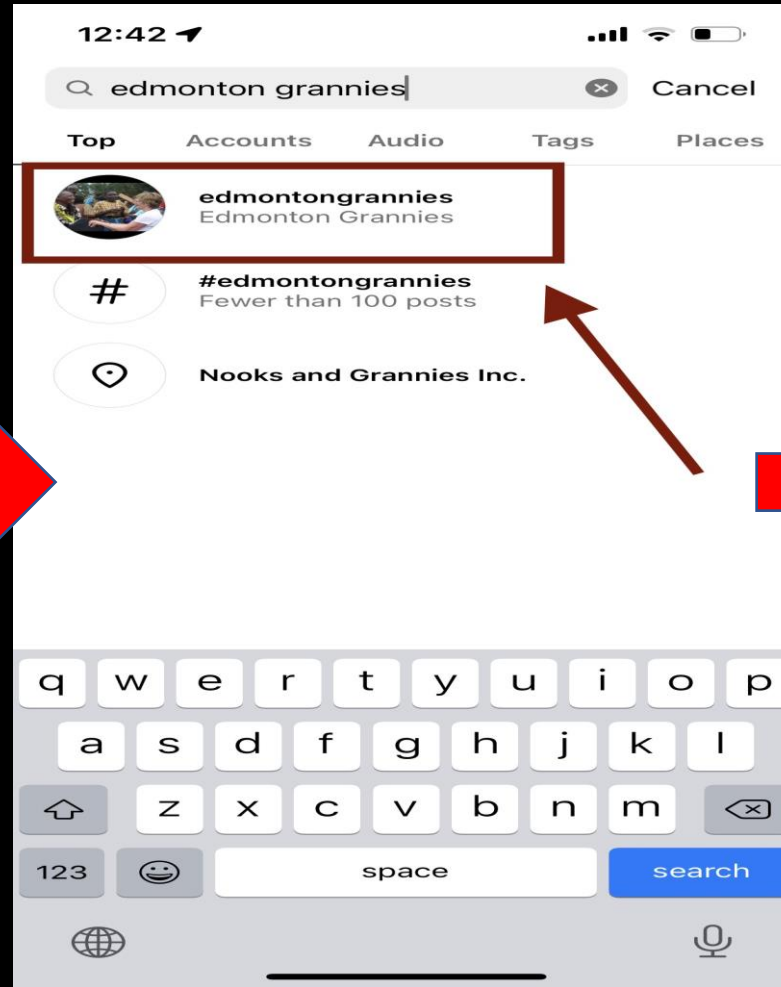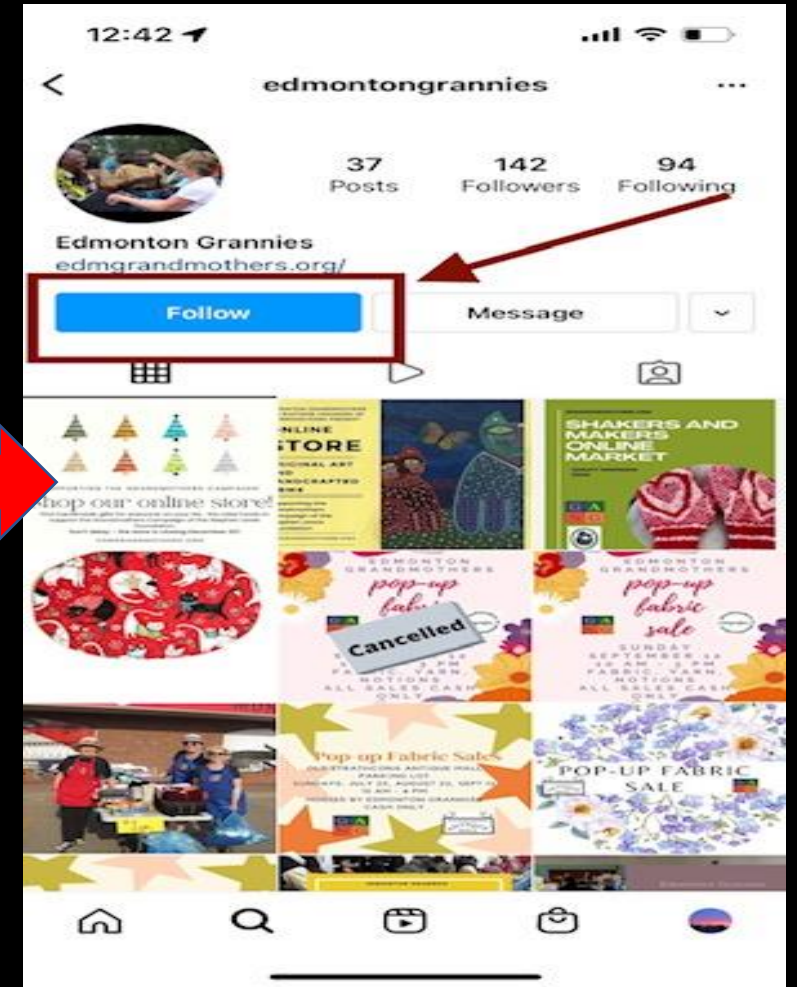8- To share new photo or video with friends
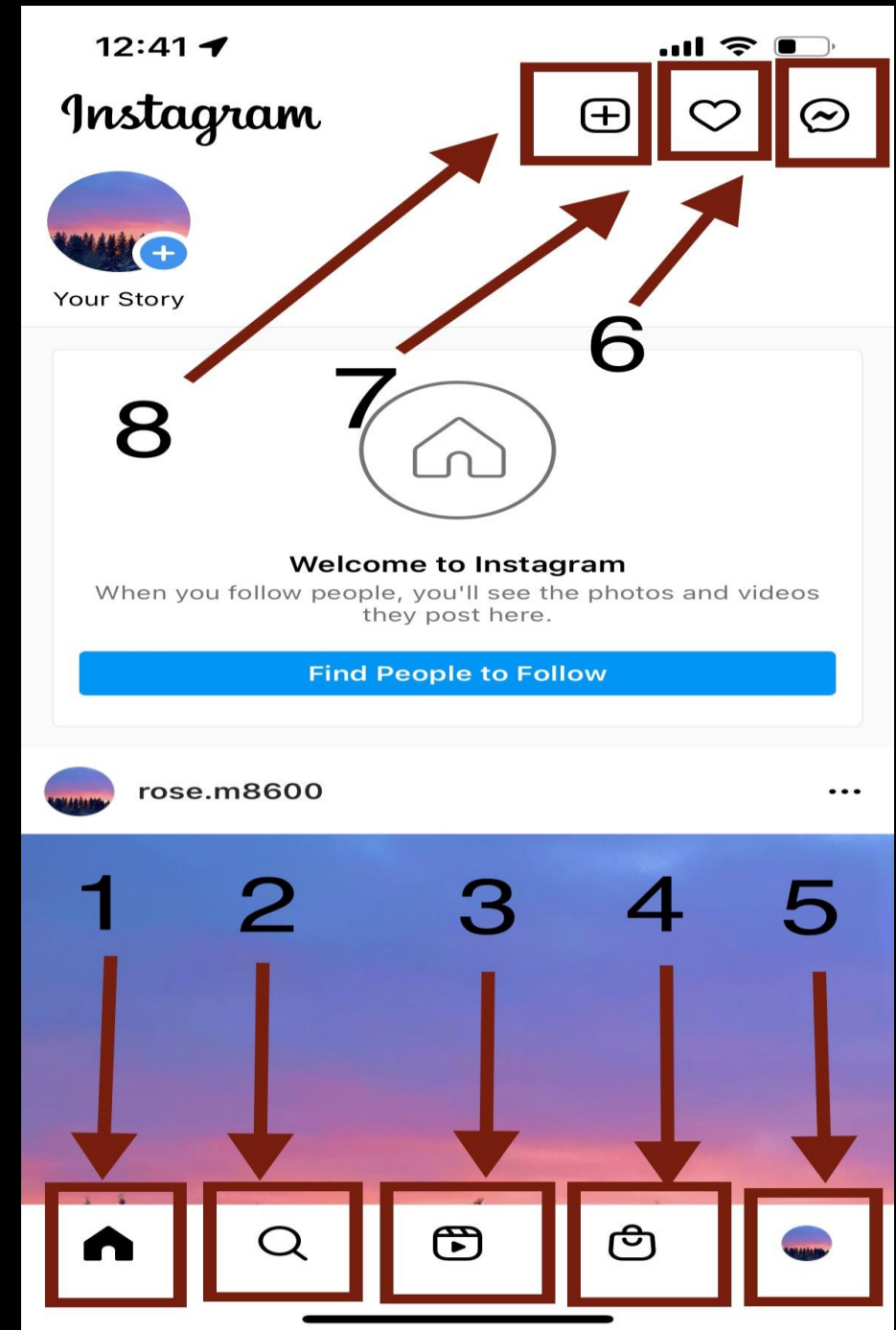
Connect with GANG on "edmontongrannies"

1
Go to search bar

2
Search and select :
"edmontongrannies"

3
Tap follow and support the
page

The GANG (Edmonton grannies) Instagram page:

- The GANG Instagram page helps in publishing and promoting their work online.

- It helps in communicating with page followers and GANG members by sending messages to them.

- The page helps the users to learn about the work of the organization and build network of fans

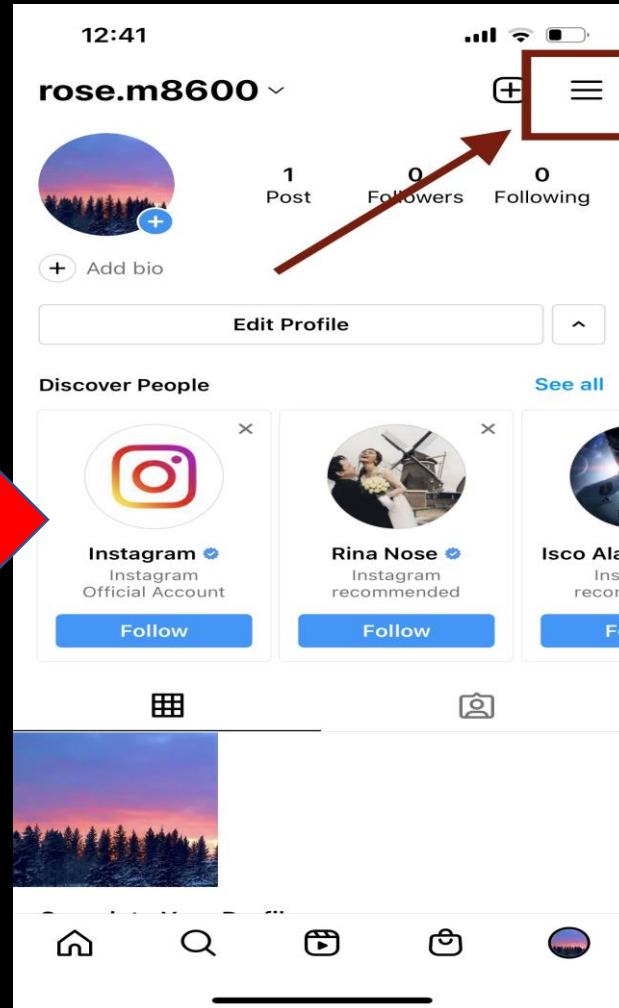- This increases the popularity of your work and gives greater credibility to GANG.
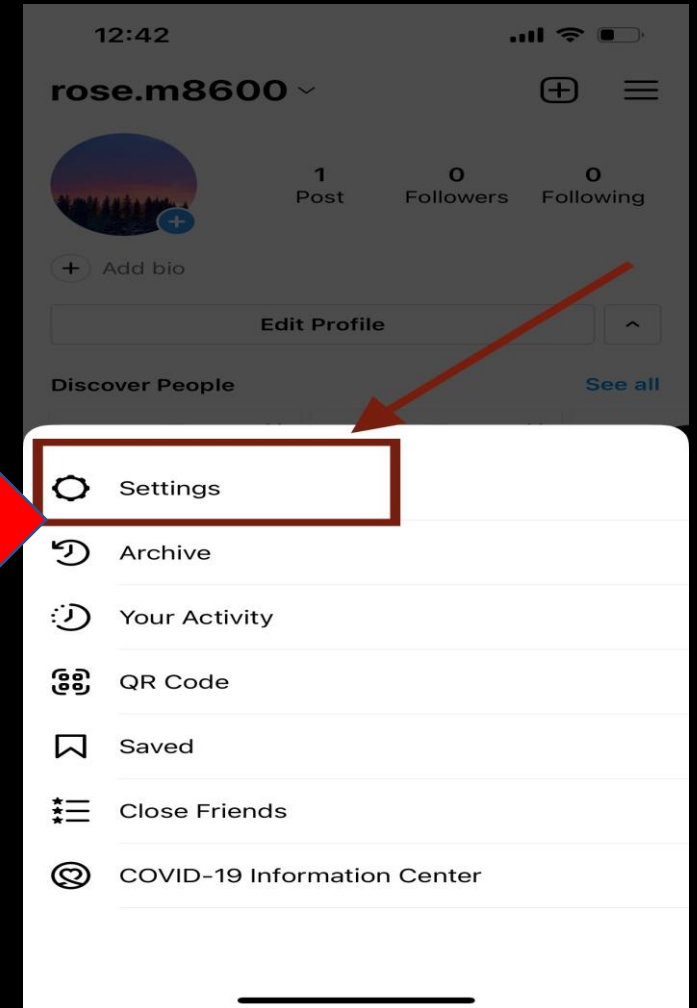
17

To set account privacy:
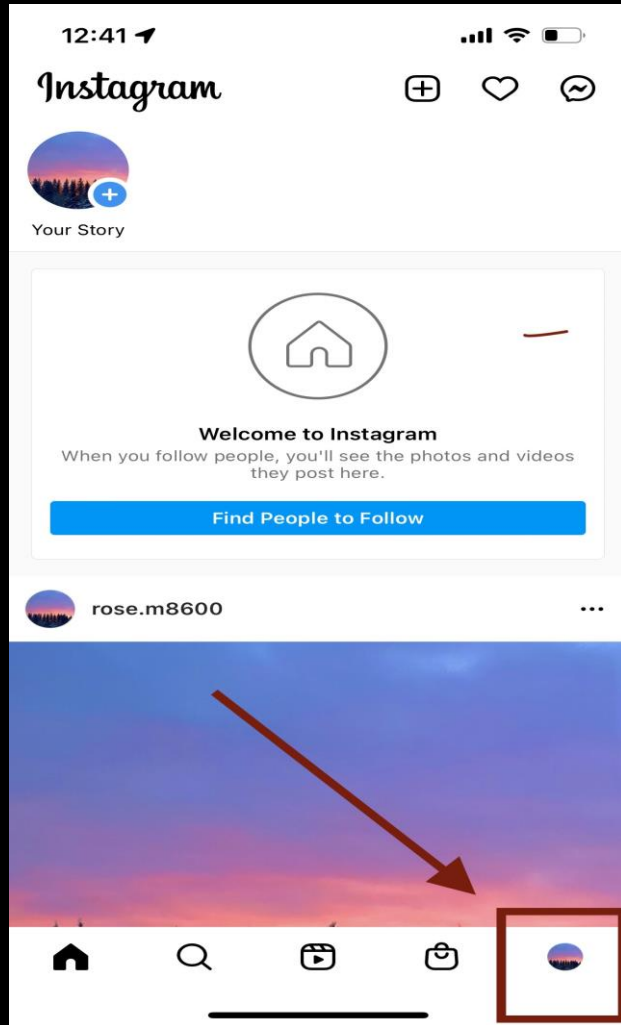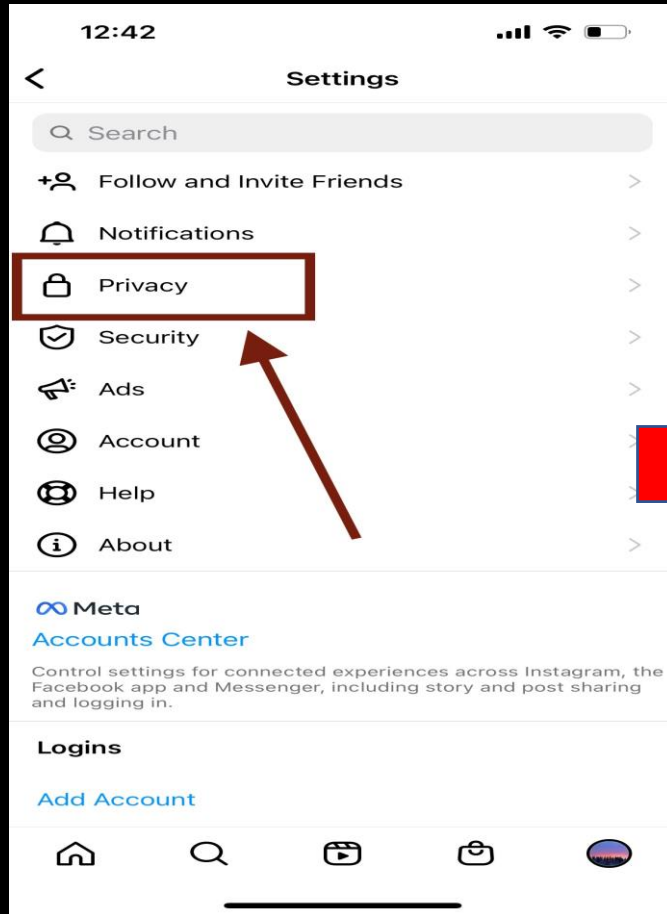

1
Tap at the icon at bottom right
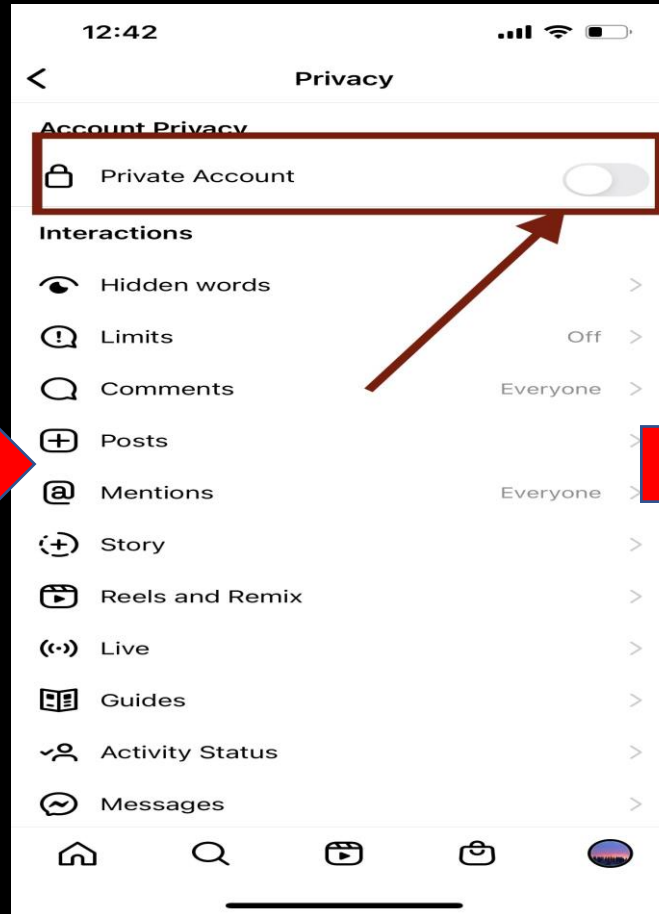
2
Tap on three lines at top right

3
Now select setting
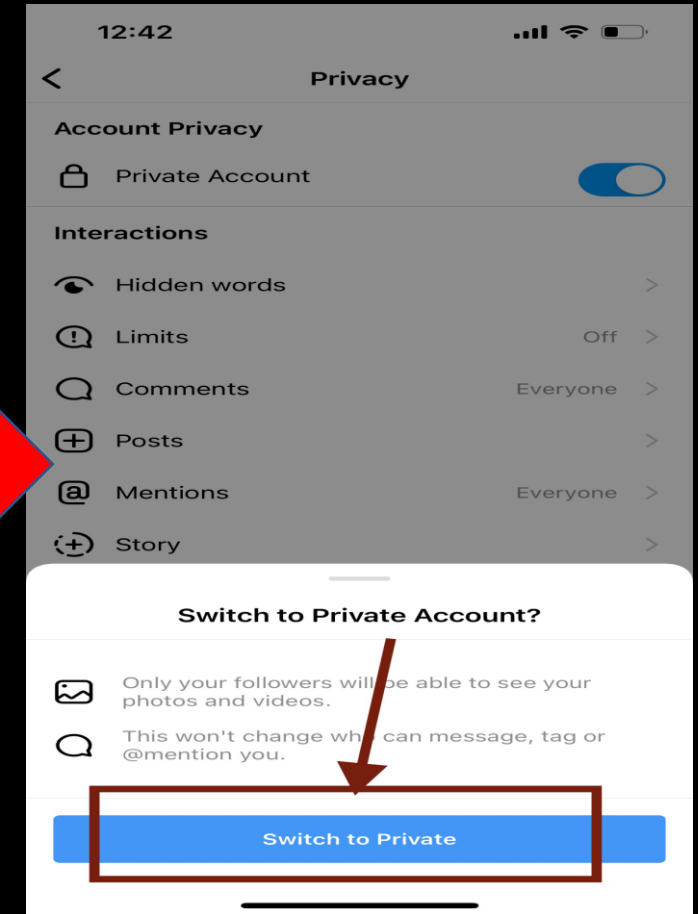
18

To make account private (Continue)

4
Select privacy

5
On the privacy bar as it appears blue on selecting

6
Switch to private account.
Now only friends who follow you will be able to see your pictures and videos ,and you must approve any new followers

19

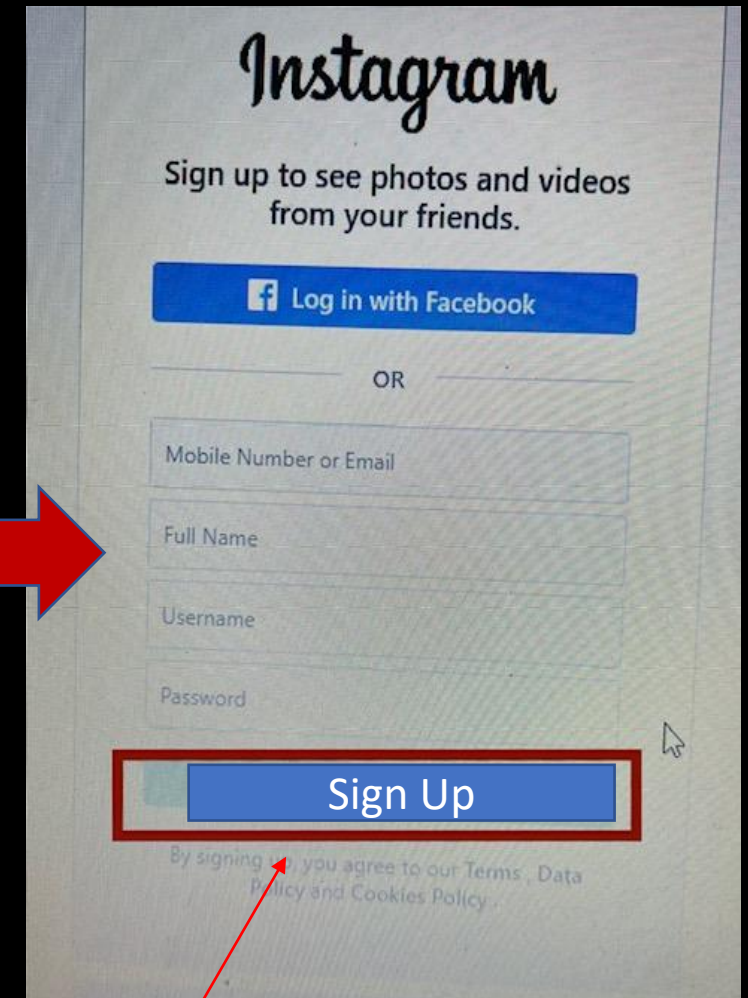To create a new Instagram account on a Desktop/computer

Signup on a computer or desktop

- To sign up on desktop, please follow the link below:

https://www.instagram.com/accounts/emailsignup/?hl=en

1. Click on Signup

2. Signup either using a mobile number, Email or Facebook account. Create a Username and password.

*For further details please follow instructions on slide 11-15, as signing-up steps are same for android, iPhone, iPad or a desktop user
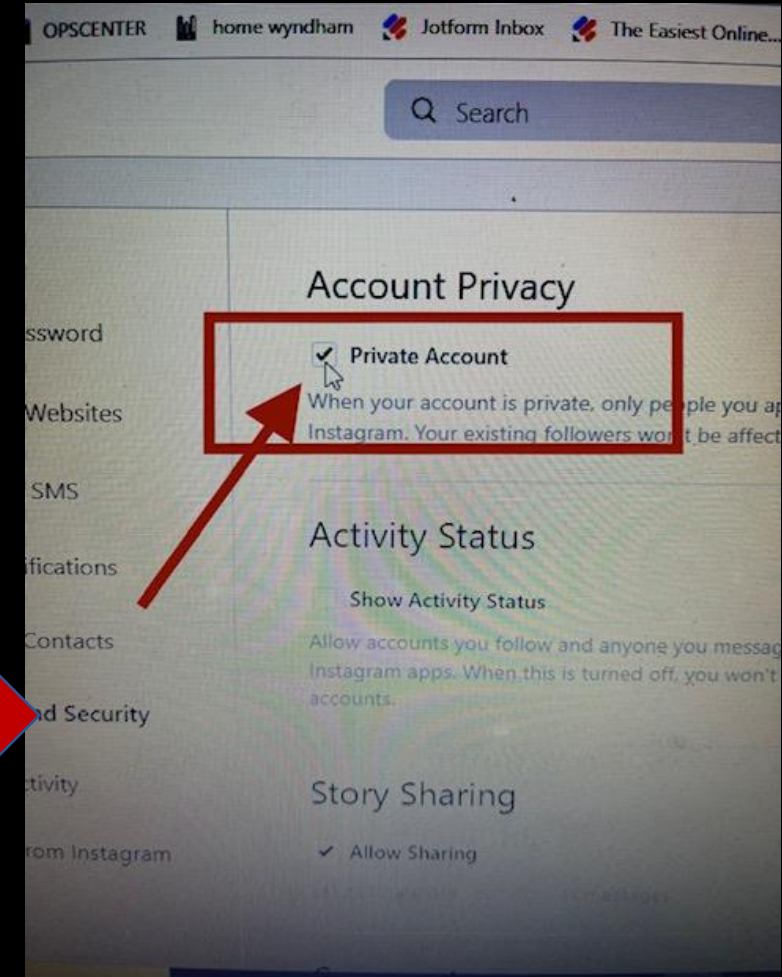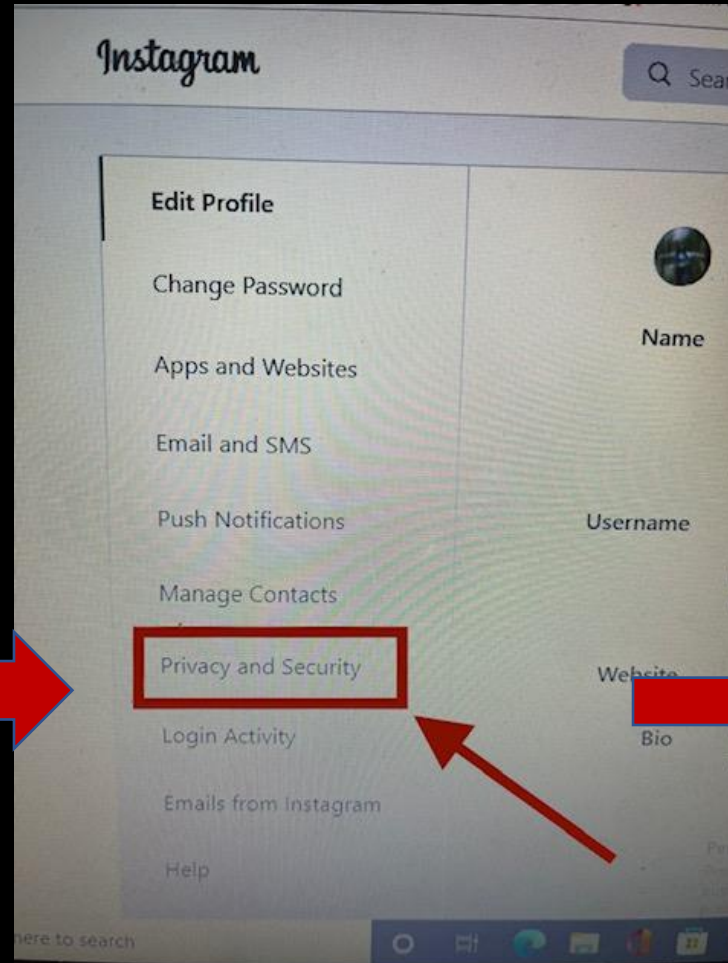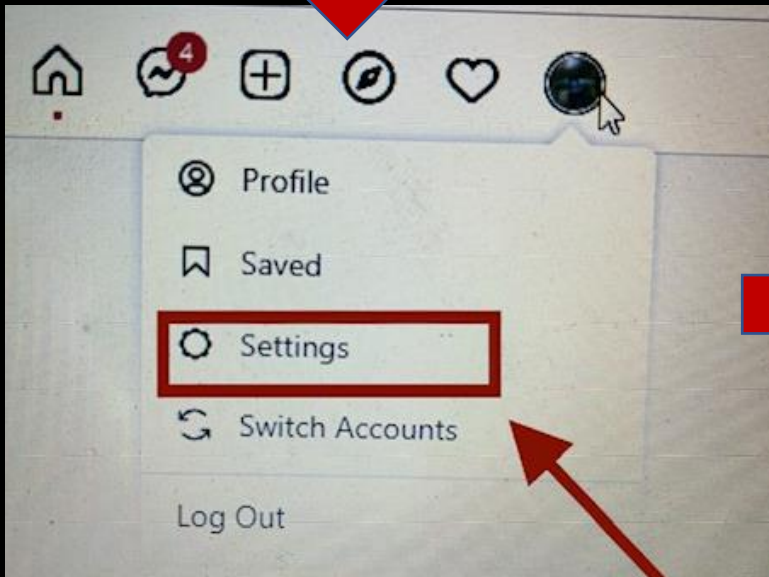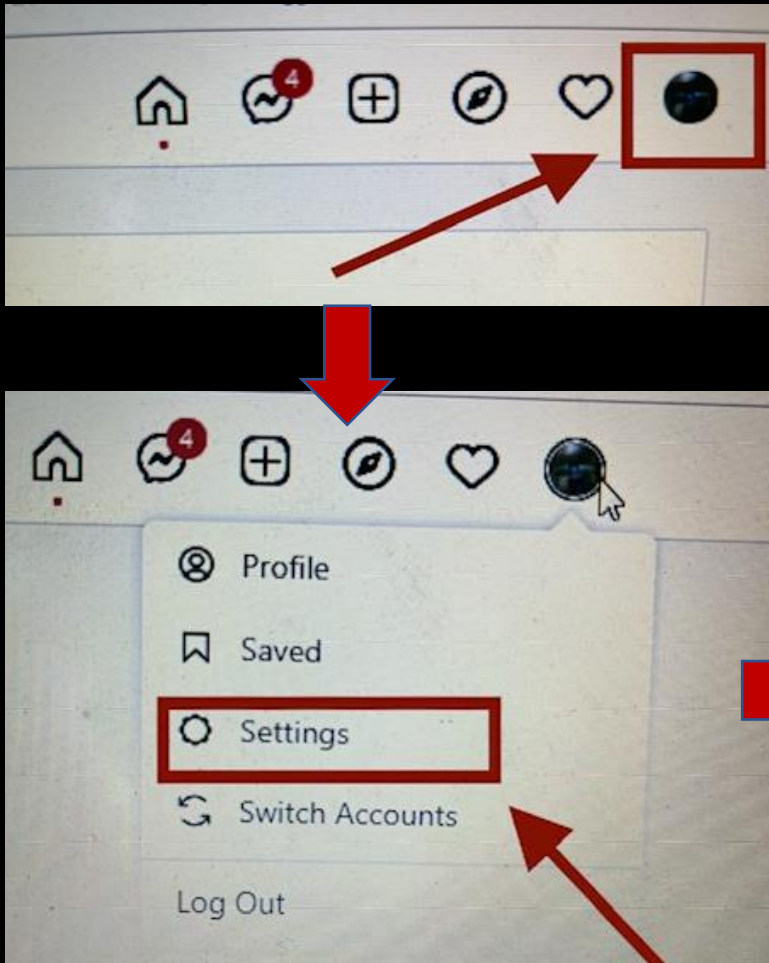
As one complete signing up, it will take user to this Home screen:
1. Search bar (Search any person, celebrity or organization. Try searching "edmontongrannies" and click on the "follow" button
2. Instagram features – please move back to slide 15 for details
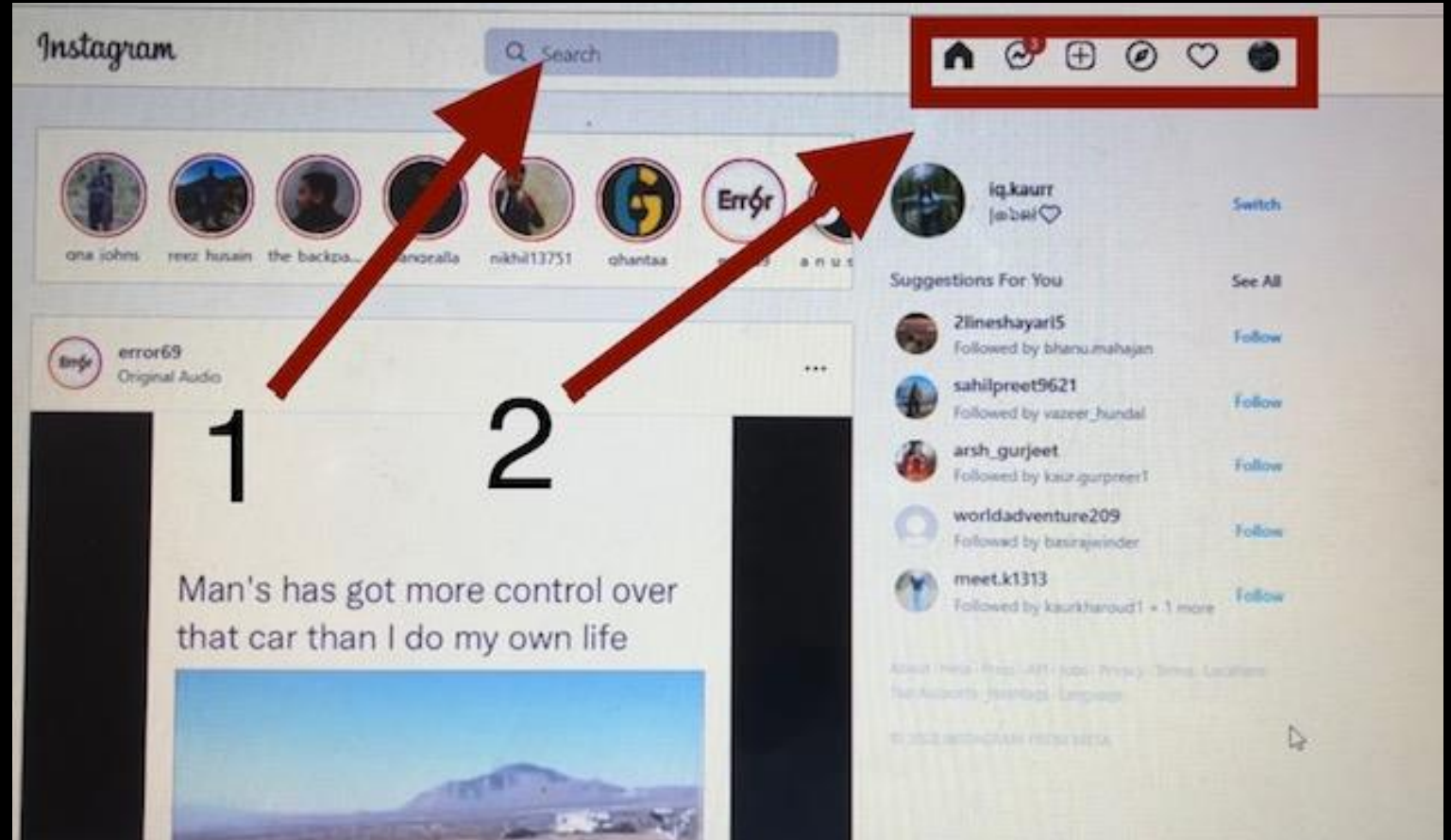
To private account on desktop/computer

Go to top right side and select the bio section (your profile pic icon), then go to settings, select privacy and security and check tick mark signage on the private account to turn on the privacy. Now only friends who follow you will be able to see your pictures and videos ,and you must approve any new followers

You're all set