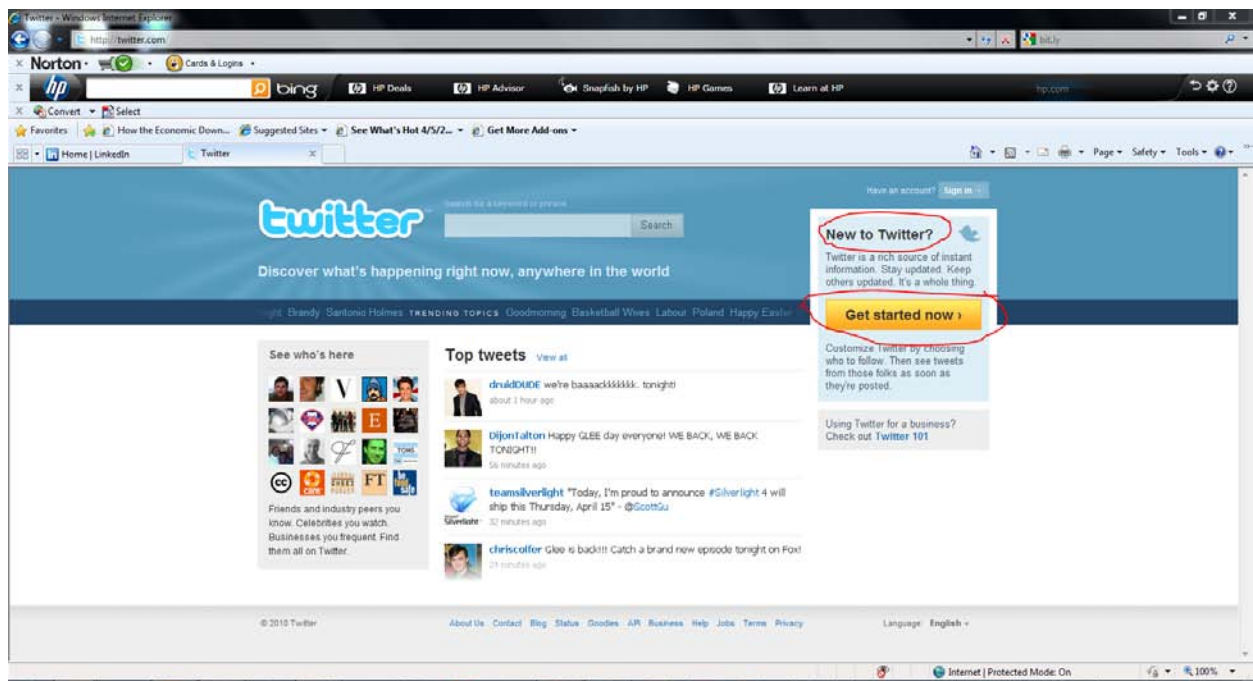


## Twitter Instructions: How to Follow the IACPNews/How to Engage With IACPNews

\*\* Note: You can always check on IACP’s twitter updates by going here: <http://twitter.com/IACPNews> or by going to the “Newsroom” section of the <http://collaborativepractice.com> site. IACP’s twitter page is public, so you will not need an account to see content. In order to engage with IACPNews (see who our followers are, directly contact IACPNews), you will need to make a Twitter account.

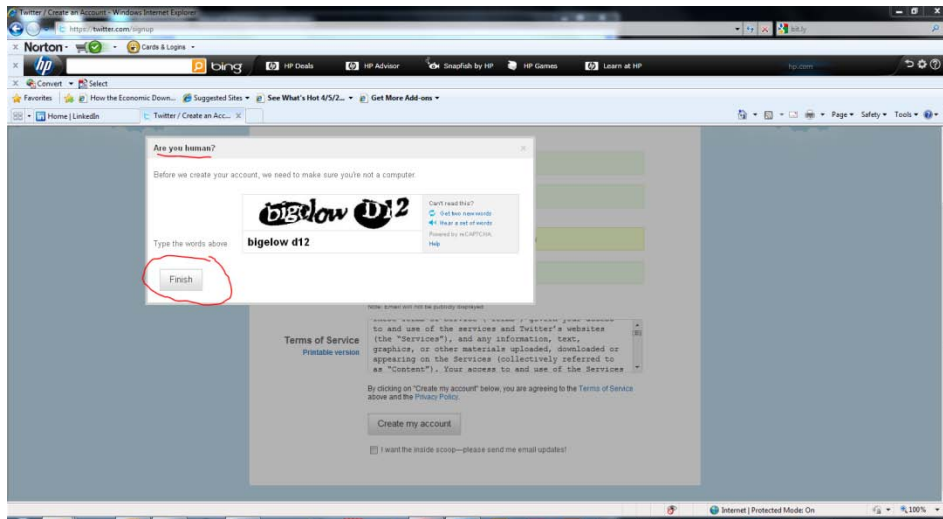
### ***If you don’t have a Twitter account:***

1. Go to <http://twitter.com>
2. On the right hand side is a yellow button called “Get Started Now”. Click it.

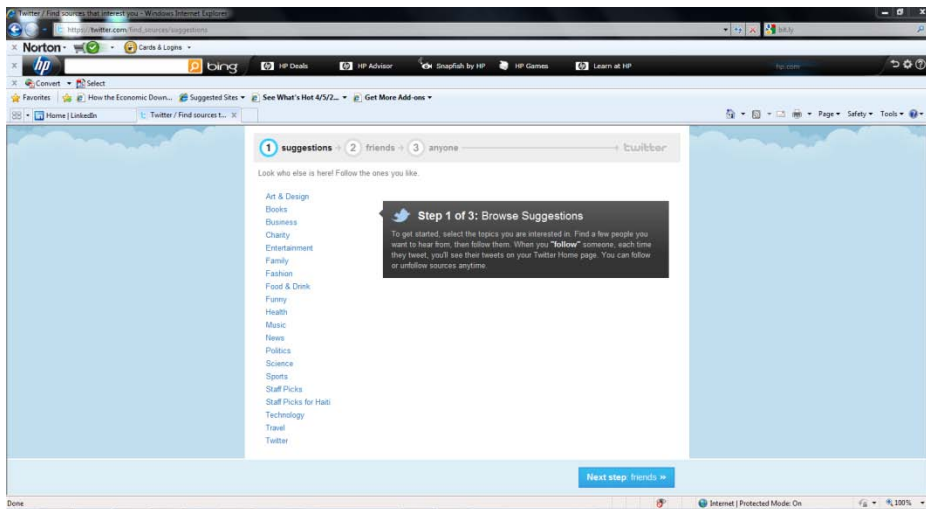


3. Clicking this link leads to a page where you enter your name/username/password/e-mail address. Under the e-mail address field, you will see a check mark box for “Let others find me by my e-mail address”. This means that people can search for your Twitter page if they type in your e-mail address. Uncheck this box if you **do not** want this feature.
4. Please read the Terms of Service before creating an account. Once you are done, click the gray button called “Create my account” on the bottom of the page.

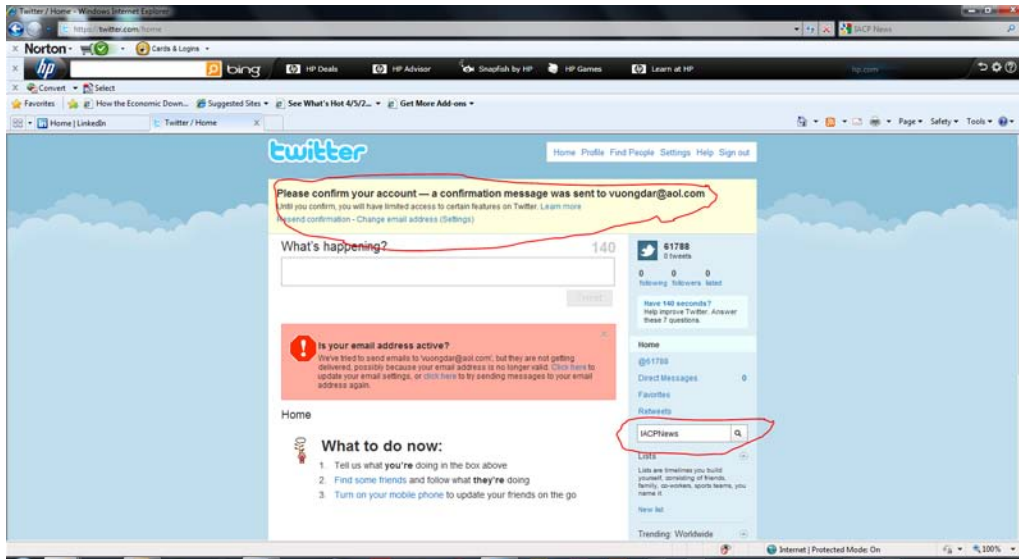
5. Once you click on this, you will need to type in the security code to verify. Click Finish.



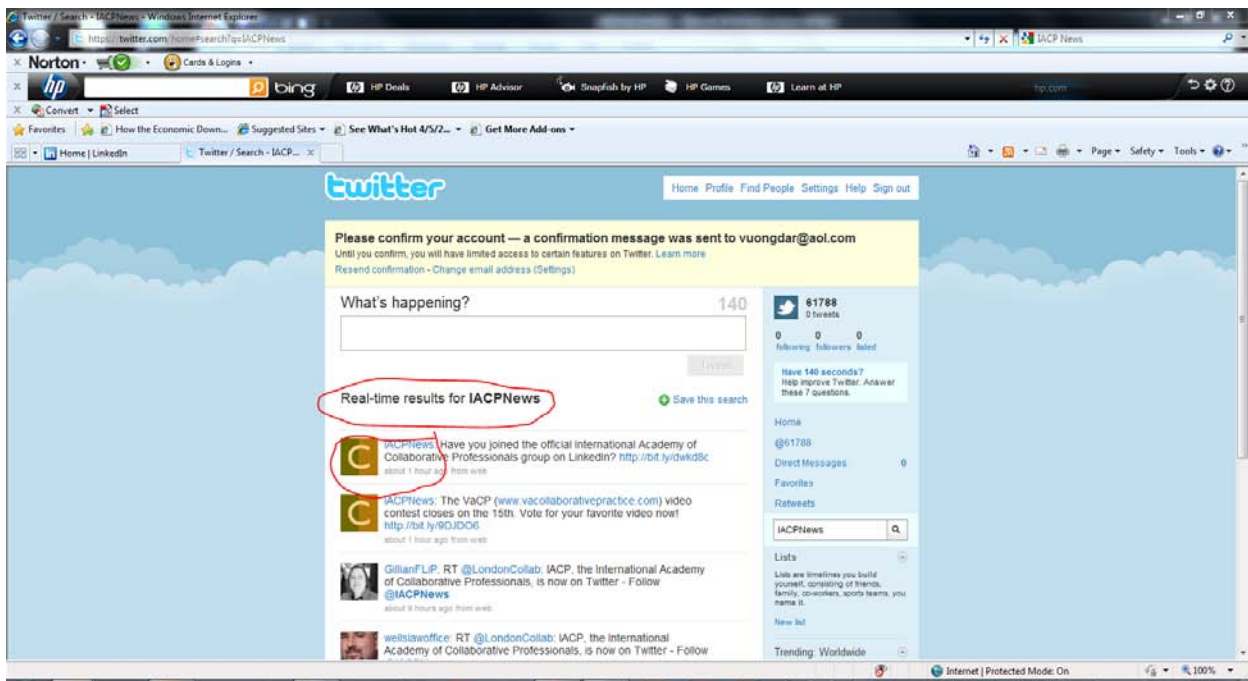
6. After you click finish, you will be brought to a page where you can browse through topics of interest in order to find people you would like to follow. You can always skip this step by clicking next. Now, it will bring you to a page where you can connect with friends by searching for their e-mail account. You can skip this step by clicking next. Once you click "Next", you will be able to manually search for accounts you would like to follow. If you use this particular search function, you will not be able to find IACPNews because it is relatively new. To find it, click the next step.



7. Now you will be brought to your account's homepage. At the top, you will be notified of a confirmation e-mail that has been sent to you. You must confirm your account in order to utilize your account. If you do not see the confirmation e-mail, check your spam folder.
8. On the right hand side, there will be a search bar. Type in "IACPNews".



9. Once hit enter, or click on the magnifying glass icon, you will see these search results. If you see the “C” mark logo and the account name of IACPNews, you have found us. To follow us, click on our username, which is in blue. This will bring you to our IACPNews page.



10. Once you are on our IACPNews page, click on the “Follow” button to follow our updates. This means that when you first log-in to your account, you will see our updates in your newsfeed, instead of having to go to the IACPNews page every single time. This newsfeed can always be reached by clicking on “Home” in the top navigation bar.



***If you already have a Twitter account:***

1. **\*\*If you are already following IACPNews, skip this and head to “How can you engage with IACPNews”.** Log into your account. On your homepage, look on the right hand side. Under the “Retweets” button will be a search bar. Type in IACPNews. You will see our account in the search results. Click on our username to get to our page. Under our icon, click on the “Follow” button.

***How can you engage with IACPNews?***

1. If you want to direct a link to IACPNews, use the @ symbol.

For instance, if a user wants to send a link to an interesting article about Collaborative Practice, they would go to “home” and type in the white textbox under the “What’s Happening” heading.

The user would type this: @IACPNews check out this link: <http://cnn.com/article1>

The key is to use the @ symbol and type “IACPNews” accurately with no spaces. Once the user clicks on the “Tweet” button, this will show up on your newsfeed to your followers. The way IACPNews will see this, is when they go to their homepage and click on @IACPNews. When they click on this, they will see every single tweet that has @IACPNews in it.

2. You may also Retweet IACPNews postings to your followers. This means that if you find something interesting being said on the IACPNews page, you can “re-post” that tweet onto your own page for your followers to see.

To do this, go to The IACPNews homepage. Hover over the tweet you would like to re-post, you will see a “retweet” button. Click on this to share to your followers.

3. You can do steps 1 and 2 with any user account. So, if you would like to build your own network of followers and engage in following other collaborative practice professionals (through the search function), you will be able to read and share news with one another.
4. We hope these steps will help you connect with IACPNews on Twitter. For more advanced tips on what you can do on Twitter, please visit this link:  
<http://help.twitter.com/forums/10711-getting-started>