



Division of Forestry & Wildland Fire Management Social Media Instructions

How to Move from Content Manager Profile to Public Profile

Due to BIA's Social Media Guidelines, BIA is required to establish Content Manager (ContentMgr) Facebook pages. These pages are background pages that host the official, public page of the Agency's public profile. Content Mgr. Pages are not for public viewing, and as such, no content should be posted on the ContentMgr pages.

The following directions will show content managers how to switch from their ContentMgr. Page over to their public-facing Facebook page.

1. Once logged into your account, navigate to the drop-down arrow on the right side.



- 2.



In the dropdown box, select the page that has the picture your Region/ Agency Logo. This is your public page you will post information to.