

## Facebook Live Walkthrough

### Start a Facebook Live video:

1. Go to page
2. Click Live at top of page
3. Allow camera and microphone access
4. Choose settings:
  - a. Share on a page you manage
  - b. Choose camera (may have to refresh page so check this first)
  - c. Write description; ID self (draw in viewers)
  - d. Set Check In location (optional)
  - e. Check camera is correct
  - f. Choose microphone
  - g. Add title (draw in viewers)
  - h. Add tags (location; may not find relevant tags)
5. Click Go Live when ready
  - a. First check background, spelling, settings
  - b. 3 second countdown
  - c. Take a breath and start!

### After Go Live:

1. Click End Live Video at bottom of screen
  - a. Click End, then Done
2. Go to your Page
  - a. Wait for video to process
  - b. Choose Publishing Tools on top menu bar (may be under More)
  - c. Click Video Library on left side of page
  - d. Click Edit Video icon next to video title
3. Edit details
  - a. Edit description
  - b. Add tags (location, subject matter)
  - c. Change thumbnail (optional)
  - d. Generate auto-captions
    - i. Choose Subtitles & Captions menu
    - ii. Choose language and click Autogenerate
    - iii. Wait for captions to load then click Save

### To practice going live:

1. Choose Share on Your Timeline in first dropdown
2. Choose Only Me in dropdown next to emojis and location
3. Choose camera and microphone
4. Begin after 3 second countdown

- a. Say a few words to test microphone and volume
5. Find video on your timeline and review (note: this looks different than the Pages interface, but this is just for practice)
6. Delete the video (unless you want to keep it on your timeline for some reason)

#### Examples

- Megan's 4H Eggsperiment Part 1 –  
<https://www.facebook.com/GoshenCounty4H/videos/214355136318300/>
- Vicki Steam Fridays Promo –  
<https://www.facebook.com/erin.smith.336/videos/10101920735448013/?t=175>
- U KY –  
<https://photos.google.com/share/AF1QipO5nhJ7aGfukjBFOIjjupcR4XIKgg5YfrILg1eLVwb6lt-178q42yQMPbPIOOFnLg?key=QUxJZzBkR01PeXZzVHN3SHJfMVRWUkJ1ZVNfMS13>
- Find your favorite group or page and see how they handle FB Live!