# How to Set Up Your Facebook Business Page



Ready to grow your online presence, and connect with prospects? You can start by creating a Facebook Business Page. Here's a quick, no-fuss guide!

## Step 1: Log into Facebook

Log into your personal Facebook account to get started — and don't worry, your personal info won't appear on the business page.

#### Step 2: Create a Page

On the left side of your home screen, click "Pages". Then, hit the "Create New Page" button.

# Step 3: Add Basic Info

Make your **Page Name** easy to search and reflective of your brand. Use your name + Real Estate, your brokerage, or location. For **Category**, type "Real Estate Agent" or "Real Estate Service."

# Step 4: Upload Your Images

Use a professional headshot for your **Profile Picture,** and use an image of a property, your team, or your branding for your **Cover Photo**.

#### **Step 5: Add Contact Info**

Add your phone number, email, website, and location you're working.

#### **Step 6: Customize Your Page**

Click "Edit Page Info" to update business hours, services — and set up automated messages.

## **Step 7: Start Posting**

Before inviting people to like your page, **add a few posts**, like recent listings/closings or market updates.

# Step 8: Invite Friends & Share

Use the "Invite" button to ask your friends to like your page, and be sure to **share your page link** in emails, on your website, and across your other social channels.

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**Get Started!** 



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