



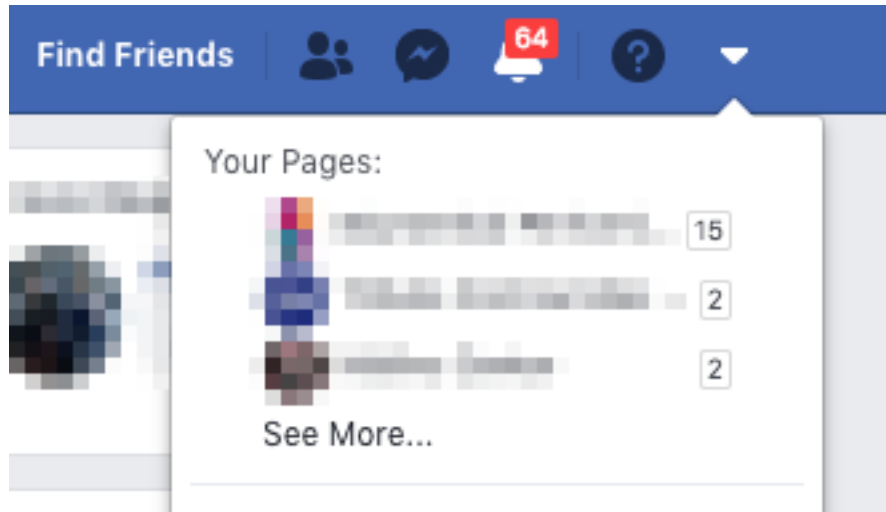
Setting Up Instagram

Instruction Manual

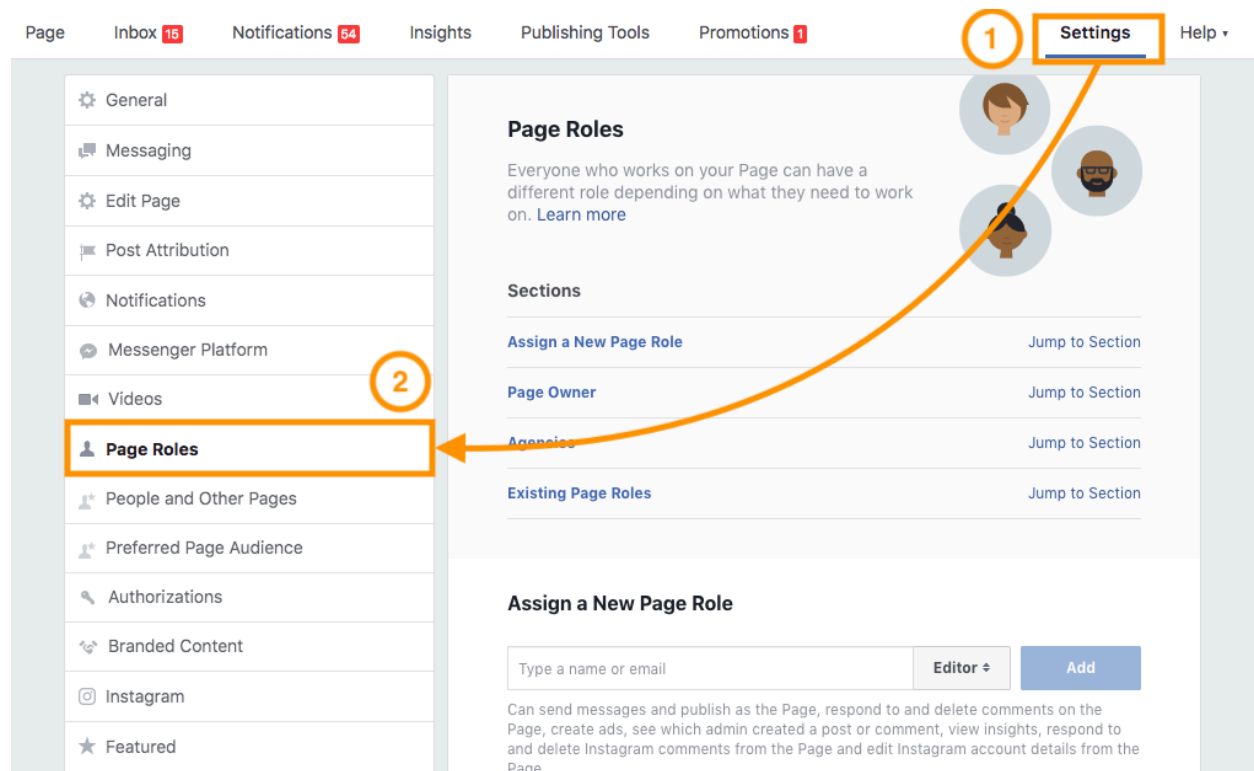
INSTAGRAM INSTRUCTIONS

Step 1: Add carbonhouse as a page admin on Facebook

1. Log in to Facebook and select the page you wish to set up.



2. Click "Settings", then "Page Roles"



INSTAGRAM INSTRUCTIONS

Step 1: Add carbonhouse as a page admin on Facebook

3. Under "Assign a New Page Role", change the dropdown to "Admin"
4. In the input, enter facebookdev@carbonhouse.com and click "Add"

Assign a New Page Role

Type a name or email

Can send messages and publish as the Page, respond to comments on the Page, create ads, see which admin created a post or comment, and delete Instagram comments from the Page and edit Instagram post details from the Page.

Admin

✓ Editor

Moderator

Advertiser

Analyst

Add

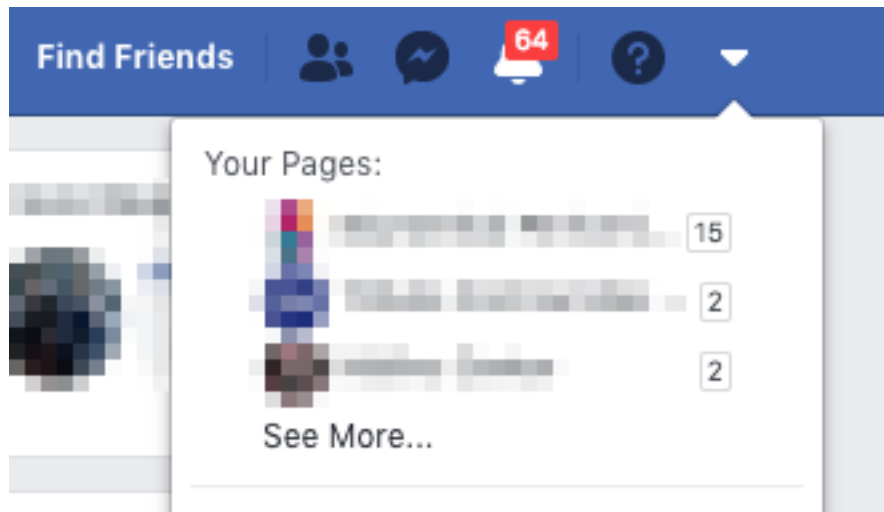
!

PLEASE NOTE: carbonhouse MUST be added as an admin to your Facebook account in order for the Instagram widget to work. If not, we will send you alternate instructions and you will have to refresh the Instagram settings every two months.

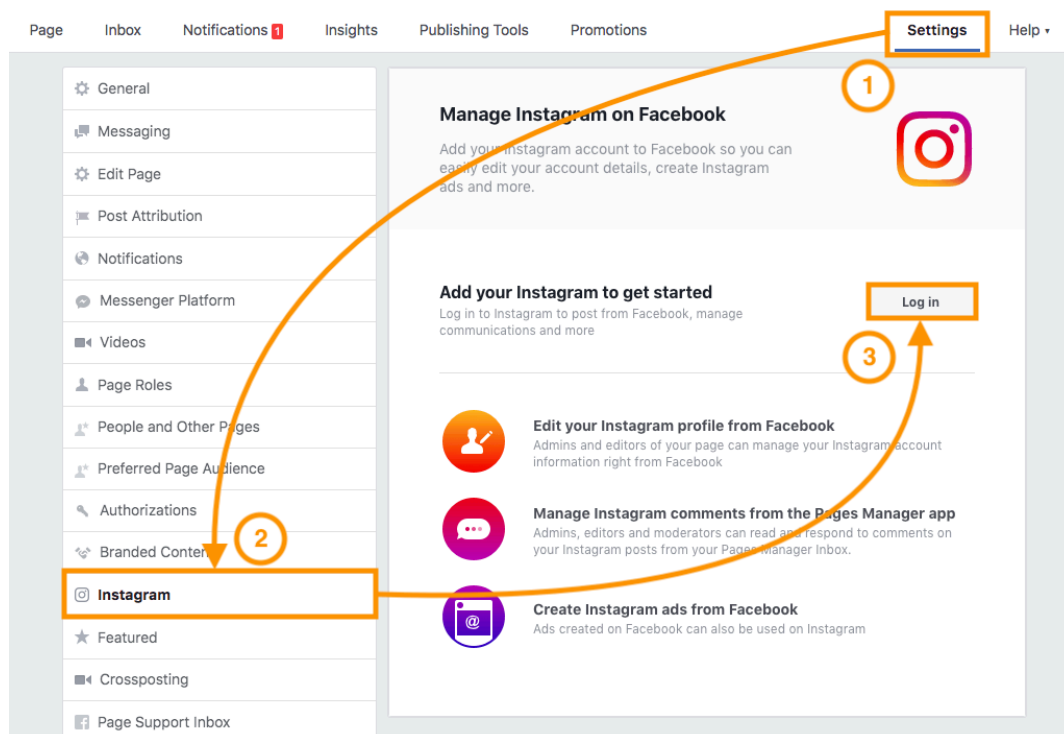
INSTAGRAM INSTRUCTIONS

Step 2: Attach Instagram to your page on Facebook

1. Log in to Facebook and select the page you wish to set up.



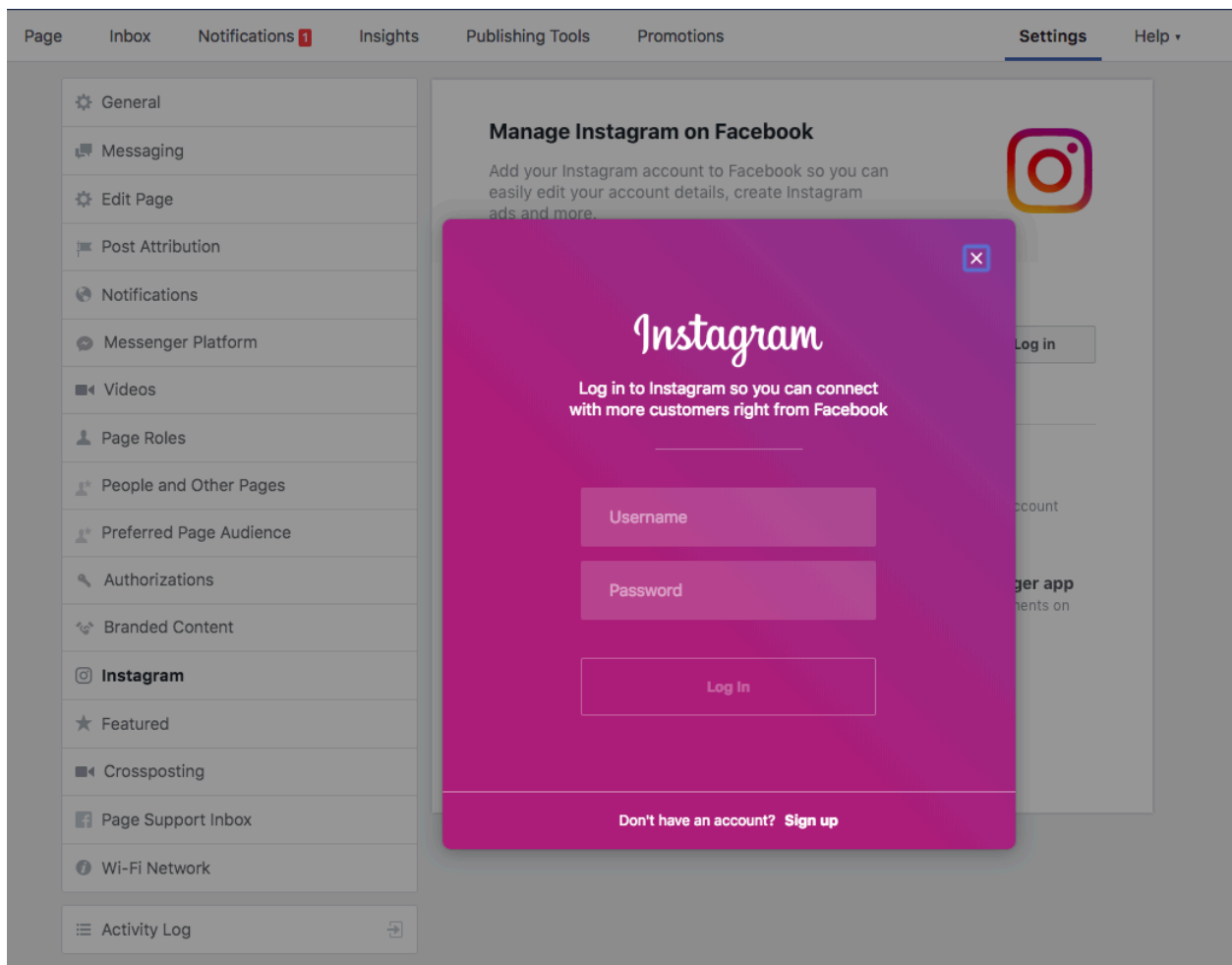
2. Click "Settings", then "Instagram"
3. Click "Login"



INSTAGRAM INSTRUCTIONS

Step 2: Attach Instagram to your page on Facebook

4. Log in to Instagram



Step 3: Contact carbonhouse

Reply back to your Project Manager to let us know when you have completed these steps so we can finalize the implementation.