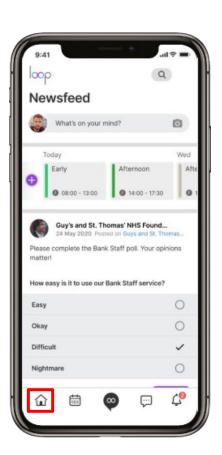
Loop – Newsfeed - Create a Post

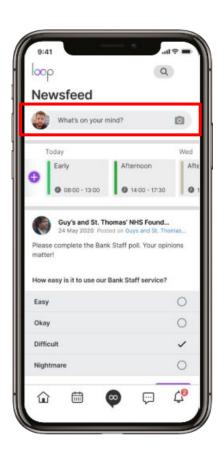
Select the **Home logo** at the bottom of the screen.

Select What's on your mind?

Enter your **post text** and click on the **camera** icon to add a photo.

4 Select **Take Photo** or **Camera Roll**







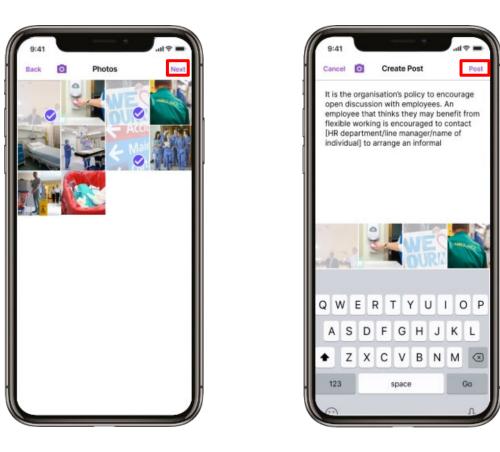




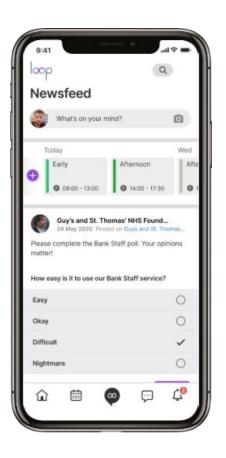
Loop – Newsfeed - Create a Post

Take a **photo** or select your photo(s) from **Camera Roll** as shown below and select **Next**

The photo(s) are added to the post.
Select **Post** to send



7
The screen will return to Home/Newsfeed





Loop – Newsfeed - Remove a Post

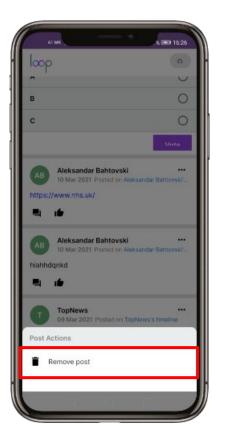
Select the **Home logo** at the bottom of the screen.

Newsfeed 0 What's on your mind? **0** 14:00 - 17:30 Guy's and St. Thomas' NHS Found... Please complete the Bank Staff poll. Your opinions How easy is it to use our Bank Staff service? 0 0 Okay Difficult / 0

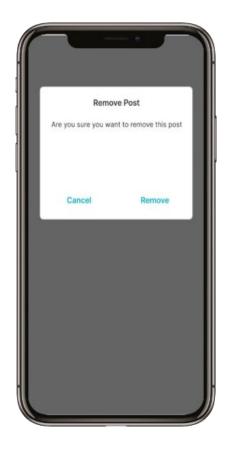
Find the **post** or **comment** that you wrote and wish to **remove** and select the **three dots** to the right of the post/comment header.



3 Select **Remove post.**



4
Select **Remove** to confirm



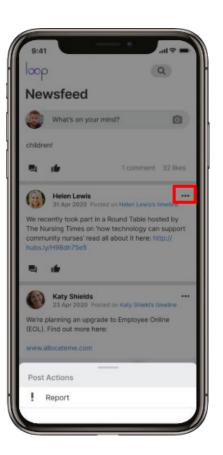


Loop – Newsfeed - Report a Post/Comment

Select the **Home logo** at the bottom of the screen.

σορ Newsfeed What's on your mind? 0 Guy's and St. Thomas' NHS Found... Please complete the Bank Staff poll. Your opinions How easy is it to use our Bank Staff service? 0 0 Okay Difficult / 0

You can **Report** a post by selecting the **3 dots** in the top right corner of the post.



3

This is the automated message that is ready to send, but it can also be altered with additional information. Once you're happy with the message, press **Send**



