

# Procedures

## Facebook Business Pages

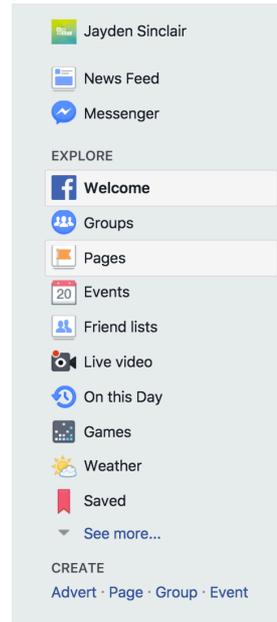
### Accepting Page Invitations



## Step 1:

### Access the 'Pages' Section

When a Facebook Business Page Role request has been sent to you, you can find this by navigating to the 'Pages' section using the main left hand menu.



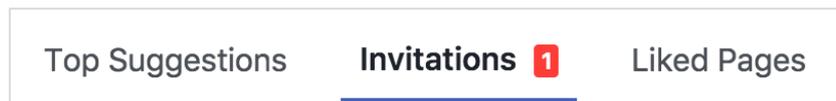
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## Step 2:

### Finding Your Invitation

On the 'Pages' page, you will have 3 options in the main top navigation: Top Suggestions, Invitations and Liked Pages.

Navigate to the 'Invitations' page.



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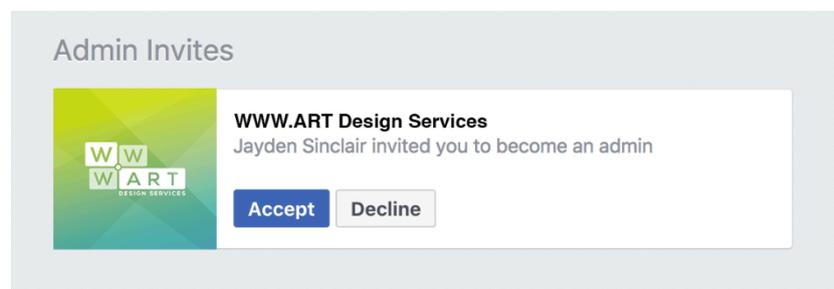
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## Step 3:

### Accept Your Page Invitation

On the 'Invitations' page, you should see all of your available page invitations. Accept your requests.



## Step 4:

### Finding your New Page

When you navigate back to your 'News Feed', you should now see that your newly accepted Facebook Business Page has appeared in the 'Shortcuts' section of the main left hand menu.

Use this shortcut to access your new Facebook Business Page to post, update and interact with your audience.

