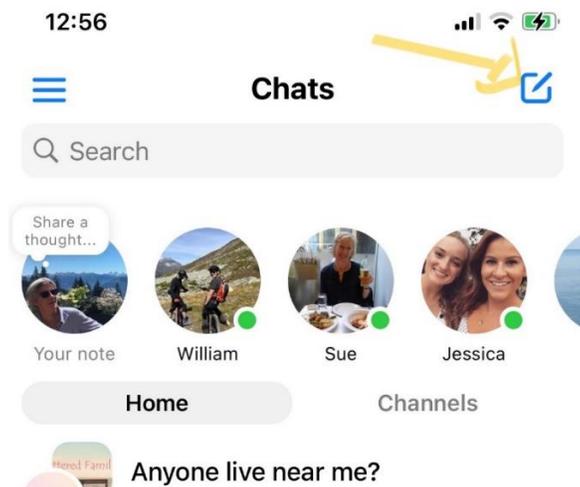


Creating a Messenger Group Chat

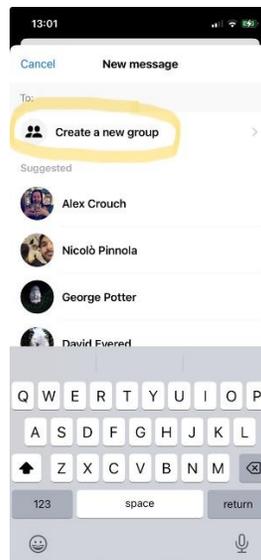
The guide is intended to explain how to create a Messenger group on the Messenger app on a mobile phone or tablet.

GETTING STARTED

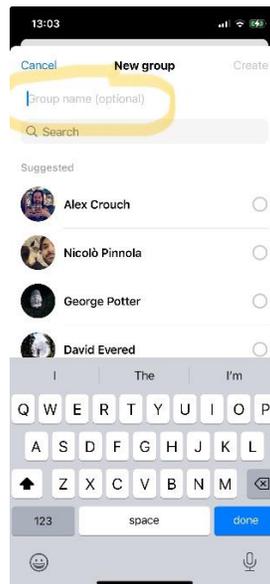
On the Chats screen in your Messenger app, click on the New Message icon, which is the small icon in the top right hand corner of the screen. (The screenshot is from an iPhone – the icon on Android is a pen without the square).



In the New message page tap on 'Create a new group' on iPhone – or on 'Group Chat' on Android.



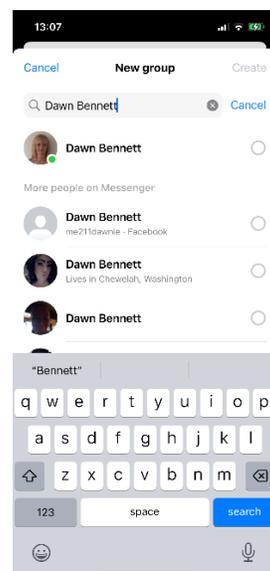
This will open a page headed 'New group'. On that page, type in the name of your new group.



You will see that 'Create' is greyed out at the top of the screen. This is because you won't be able to create the group until you have added people to it. As soon as two people are added, the 'Create' button becomes live and you can then create the group and add further people to it afterwards. Alternatively you can add everyone you want to before tapping on the 'Create' button and creating the group.

ADDING PARTICIPANTS

In the search bar at the top of the 'New group' page, type in the name of any member of the Scattered Families Facebook page that you want to add to your group.



The individual you are looking for will normally come up at the top of the list but it's worth a quick check that you are adding the right person!

Once you have added all the individuals that you would like to add, tap on 'Create' in the top right hand corner of the screen and your group will be created.

NOTIFYING PARTICIPANTS

People that you add to the group will be notified but it's possible that the notification will go to their spam folder on Messenger. If they say they haven't seen anything, tell them to open messenger, tap on the three lines in the top left hand corner, then tap on 'Message Requests'. They will then see two tabs: 'You May Know' and 'Spam' with the 'You May Know' tab being open. Tap on the heading 'Spam' and all spam messages will then appear which will often include the initial messages from any new group.