EASY GUIDE to TWITTER

Twitter names (aka handles) are the organization/person users name. For example: Our Twitter Handle: @JeffParkForward

Download and Open Twitter:

Click on the search icon [search icon] type @JeffParkForward If you click on the follow button. You will be notified of tweets from us.

How to send a re-tweet…

Click on the message you want to re-tweet.

Click on the [retweet symbol] symbol. This will re-tweet (i.e. copy) the message for all your followers. You can also re-tweet by choosing to quote a tweet. In this case, the tweet you are quoting is preserved, but you still have 140 characters to use to respond to the tweet. This may be useful if you want to highlight what someone else has said while adding your own thoughts onto it.

How to reply to a tweet…

You can directly reply to a tweet by hitting the left arrow button. A reply is useful in engaging directly in conversation with someone because in the reply Twitter automatically adds the username of the person that you are replying to.

How to send a tweet…

You can say anything on Twitter and you don't even need to be following the person. That's one of the biggest differences between Facebook and Twitter. Click on the compose symbol and type:

We are learning Twitter @JeffParkForward #JPF #twitter

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You've written to our organization directly (using the handle) and you've used two hash tags that will help other people looking for those keywords find you.

You get 140 characters. The way it works is that Twitter uses 23 of those characters for a link, so if you have URL in your post, it'll use 23 characters for that URL (even if it's longer, it'll only count as 23). Then the rest of the characters you have for your text or hash tags. If you want to add an image, it'll take another 23 characters for the link to that image. That's how the math works. You can use link shorteners if space becomes an issue. One popular link shortener is bit.ly.

You can add pictures to your tweets, links, or simply text. Hash tags are optional.

To compose a tweet with an image….

Simply click the compose button, write your text, paste a link if you'd like, then hit the camera and upload the image. That's all there is to it!

Using Hash Tags

A Twitter hash tag ties the conversations of different users into one stream. If Twitter users who aren't otherwise connected to one another talk about the same topic using a specific hash tag, their tweets will appear in the same stream.   So, if you search #JeffersonPark (just like you did for finding a person/organization), you will get all tweets around the world with this hash tag. JPF typically uses #JeffPark as a twitter hash tag because it saves characters. We also use various hash tags to promote things like #shoplocal, #loveyourlocal, #charity, etc. Twitter can also help suggest popular hash tags just by typing in the # sign and adding text following it.

Useful Twitter Handles

@JeffParkForward	@Metra	@metraUPNW
@CTA	@CTAFails	@UnionPacific

Additionally, JPF has around 200 followers. You can find our followers by clicking on our profile, then click on "Followers."