

## FACEBOOK PARTY BOOTCAMP

### ~HOW TO PREPARE FOR A FACEBOOK PARTY~

\*Coordinating instructions on how to prepare for a facebook party video\*

1. Download the facebook party photo graphics to your computer by category, which are located in the photo albums in the Team Hadley group page.

If you are posting from your phone, save the graphics to your phone in an album.

2. Download google chrome. Then download bulk image downloader-which allows you to download multiple images at once. It is free.

A. Bulk image downloader link:

<https://chrome.google.com/webstore/detail/image-downloader/cnpniohmfphjihaiiggeabnkjhpaldj?hl=en-US>

3. Download the photos of jewelry you are going to sell for your party to your computer or phone (if you work from your phone).

I recommend posting 200 to 250 photos per facebook party. I do my parties around 24 hours. You can also do a 3 hour party, 6 hour party .

A. You can order jewelry previous to your party. It will give you an option to download all the photos with one click after you checkout from your backoffice.

B. Or you can download the photos from your back office and put your order in after the party closes. Do a 24 hour party to help with the pieces selling out quickly. Download the jewelry the night before or day of your party.

C. What to do is a piece sells out, after someone comments sold on it. Message the guest and let them know the piece is sold out. Offer her 3 other pieces that are similar to the one she wanted. I have always had someone choose something else. Upload the 3 pieces similar to that in the message to her on facebook. Don't stress about this too much! Pieces sell out and it is ok ☺ It is all how you handle it with a positive attitude.

3. Learn the ways to do a party through creating an event on facebook:

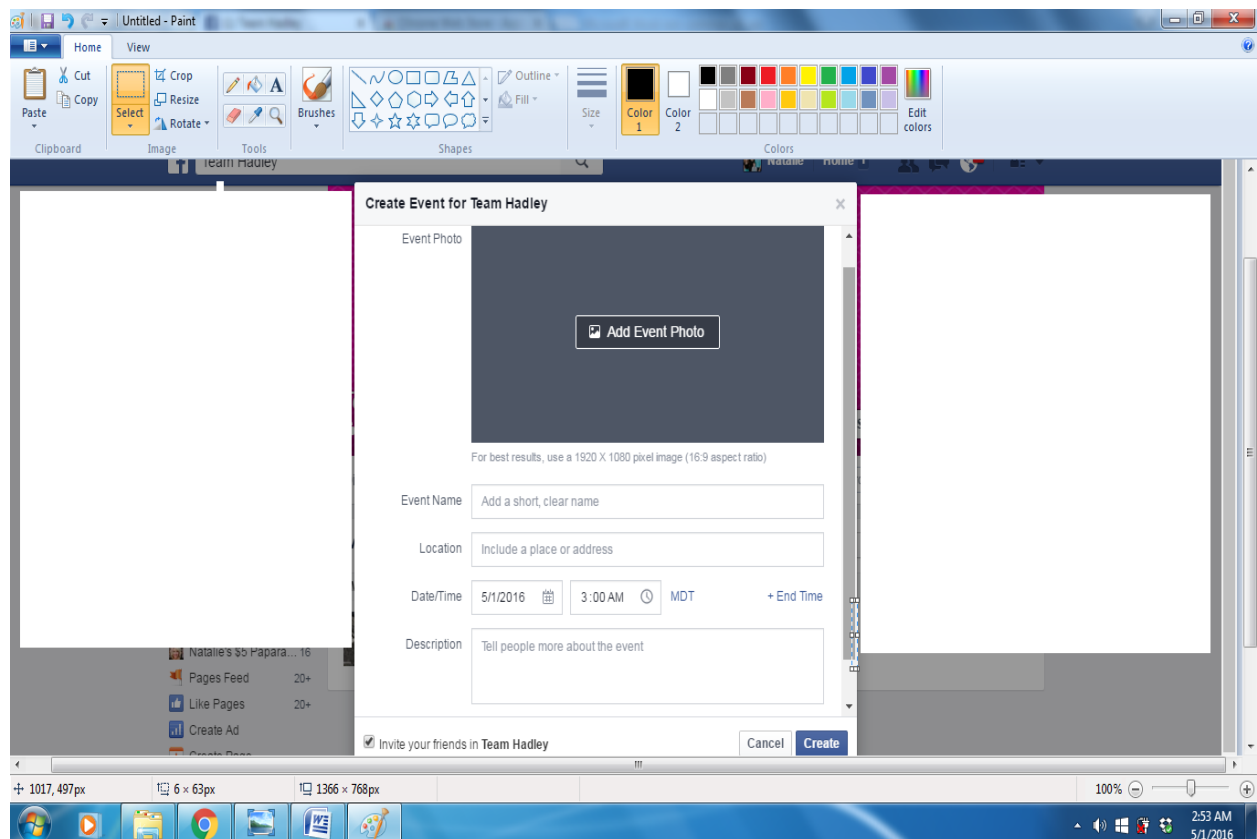
A. Through your VIP group-you can post directly to your group and have your host add her guests into the group for each party.

B. You can create an event through your VIP group. If you create an event this way, make sure your group is public. So you can add the host and she can have the option to invite her guests.

C. You can create an event through your business page

D. Choose the way you like best and get your facebook party event created.

E. Enter in the party event details:



Add event photo-choose a photo from your Facebook party event photos (located in Team Hadley photos)

Event Name: Brenda's Rockin \$5 Paparazzi Jewelry Party

Location: Right here on facebook

Date/Time: 05/01/2016 at 6 pm then click end time

End Date/Time: 05/02/2016 at 9 pm

Description: Welcome to Brenda's party! How it works:

1 –Click going to join the party

2-125 pictures of jewelry will be posted at 6 pm MST on May 1 and 125 more at 6 pm MST on May 2 (enter hosts time zone). Comment sold to purchase, be quick! First person to comment sold gets it!

3- Invoices will be sent to your email and jewelry will be shipped to you when it is paid!

4-Have fun!

4. Add co-host. Go back in to event, click edit and add host.

Copy the event link and message the host on facebook. Let her know you are excited for your party! Paste the link. Tell her to click the invite button and invite as many friends as she can.