



## How to view your scheduled social media posts

We're happy to announce our new, more convenient social media platform! If you want to know how to view your social media posts, follow these simple instructions!

1. 2017 marks the debut of our new social media platform. With this new approval process, you will be able to see all of your posts and all of the content of that post, even if that post includes a related link to somewhere else. As we've transitioned into this new platform, you should have received your new personal approval URL, if you have not received this link, please reach out to our client services team (888-932-5560) so we can provide this to you.
2. Next, simply enter this link in your web browser's address bar. This link is specific to you and can be saved for future post **reviewal**. With this link as new posts come in for **reviewal** you can revisit the page to **review** posts. It may be a good idea to bookmark this page.
3. Here, you can reject posts by hitting the respective button. You'll be able to see the contents, visuals, and what platform your post will be sent to (Facebook or Twitter).
4. Congratulations! You've **reviewed** your upcoming social media posts and they are now ready to go out as scheduled! We schedule three months of posts at a time.



Don't have our social media package?  
Give our Rockin' Web Support a call to go over details and pricing.  
**888-932-5560**