



VFW AUXILIARY

How to Edit or Delete a Post on Your Auxiliary Facebook Page



VFW AUXILIARY

A post has been published.

What if a mistake was made or the post needs to be removed?

The screenshot displays the Facebook 'Manage Page' interface for 'VFW Auxiliary 123456'. On the left is a sidebar menu with options: Business Suite, Inbox, Publishing Tools, Page (selected), News Feed, Updates, Business Apps, Resources & Tools, Manage Jobs, Notifications (2 new), Insights, Ad Center, Page Quality, and Edit Page Info. The main content area is divided into three columns. The first column contains setup progress sections: 'Set Your Page up for Success' (7 of 13 steps completed), 'Establish Your Page's Identity' (Completed), 'Provide Info and Preferences' (5 steps left), and 'Introduce Your Page' (1 step left). The second column features an 'Invite Friends to Like Your Page' section with a search bar and three invite buttons for Wendy Akers, Janice Criswell, and Megan Sanchez. The third column shows a 'Create Post' section with options for Photo/Video, Get Messages, and Feeling/Activity. Below this is a post by 'VFW Auxiliary 123456' published by Teresa Parra 45m ago, with the text 'Thanks to everyone who came out to the VA to visit and play board games with the veterans yesterday!'. The post includes a photo of two people playing chess and engagement metrics (0 People Reached, 0 Engagements, 0 Distribution Score). At the bottom, there is a 'Create Ad' section and a comment input field for 'VFW Auxiliary 123456'.

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VFW AUXILIARY

Select the **“Three Dots (...)”** in the upper right-hand corner of the post.

From the drop-down menu select **“Edit post”** to edit the post or **“Delete post”** to delete the post.

Set Your Page up for Success
Finish setting up your Page so people on Facebook know you're a credible business.
7 of 13 steps completed

Completed
Establish Your Page's Identity

5 steps left
Provide Info and Preferences

1 step left
Introduce Your Page

Invite Friends to Like Your Page
More people might see your posts in News Feed if your friends like your Page and share posts. Invites will be sent from Teresa Parra.

Search for friends to invite

Wendy Akers [Invite](#)

Janice Criswell [Invite](#)

Megan Sanchez [Invite](#)

[See All Friends](#)

Create Ad [See All](#)
How would you like to grow your business?

Create Post
Photo/Video Get Messages Feeling/Activity

Create Live Event Job ...

VFW Auxiliary 123456
Published by Teresa Parra · 47m ·

Who can comment on your post?

Edit post

Delete post

Turn off notifications for this post

Turn off translations

Edit date

Pin to Top of Page

Embed

0 People Reached 0 Engagements - Distribution Score [Boost Post](#)

Like Comment Share

Comment as VFW Auxiliary 123456
Press Enter to post.

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VFW AUXILIARY

To edit a Post, select the **“Three Dots (...)”** in the upper right-hand corner of the post.

From the drop-down menu, select **“Edit post”**.

Set Your Page up for Success

Finish setting up your Page so people on Facebook know you're a credible business.

7 of 13 steps completed

Completed

Establish Your Page's Identity

5 steps left

Provide Info and Preferences

1 step left

Introduce Your Page

Invite Friends to Like Your Page

More people might see your posts in News Feed if your friends like your Page and share posts. Invites will be sent from Teresa Parra.

Search for friends to invite



Wendy Akers

Invite



Janice Criswell

Invite



Megan Sanchez

Invite

See All Friends

Create Ad

How would you like to grow your business?

See All



Create Post



Photo/Video



Get Messages



Feeling/Activity

Create



Live



Event



Job



VFW Auxiliary 123456

Published by Teresa Parra · 47m ·

Thanks to everyone
games with the ve

Who can comment on your post?

Edit post

Delete post

Turn off notifications for this post

Turn off translations

Edit date

Pin to Top of Page

Embed

0

People Reached

0

Engagements

-

Distribution Score

Boost Post

Like

Comment

Share



Comment as VFW Auxiliary 123456



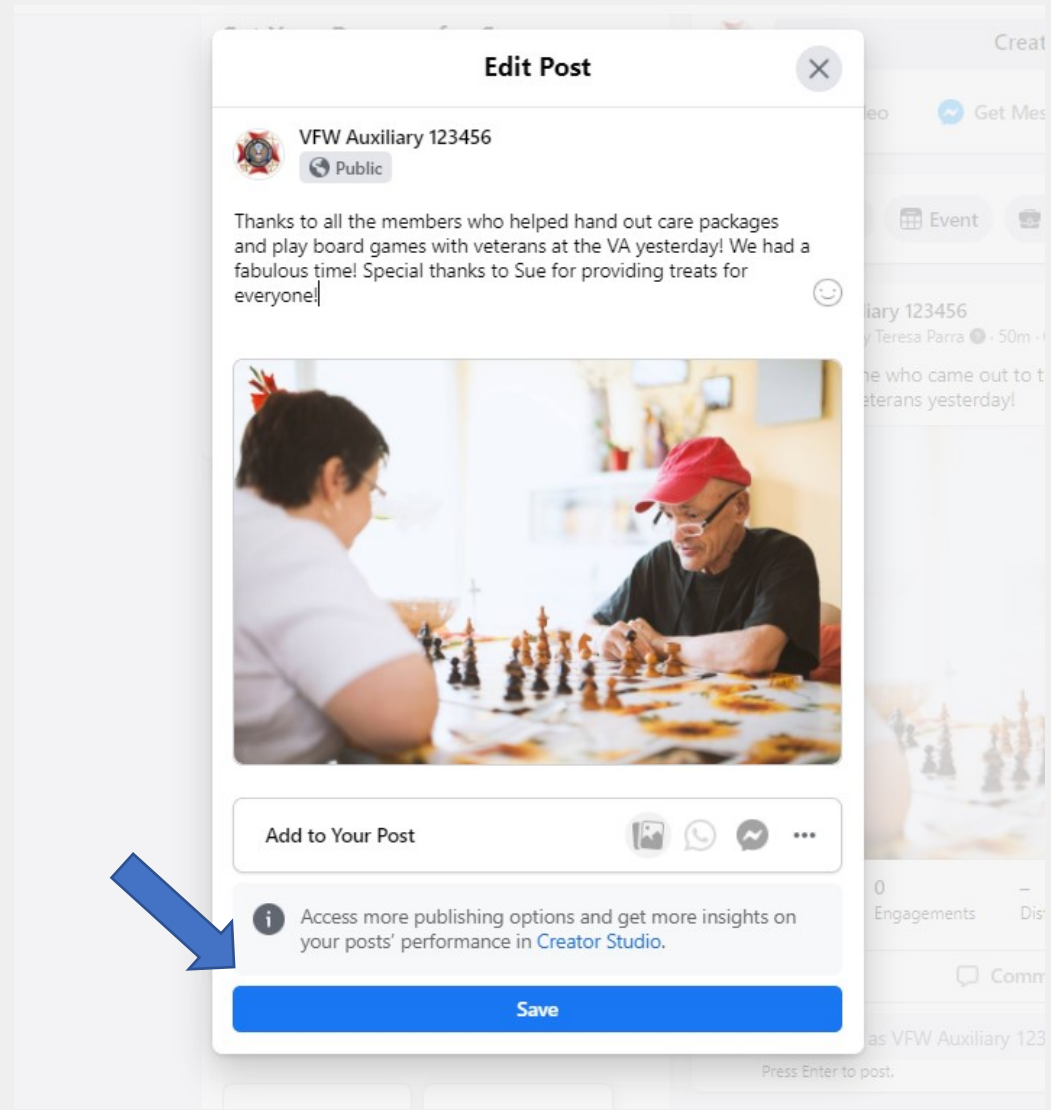
Press Enter to post.

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VFW AUXILIARY

Make the changes and click the **“Save”** button when completed.



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VFW AUXILIARY

The edited post will display.

Set Your Page up for Success

Finish setting up your Page so people on Facebook know you're a credible business.

7 of 13 steps completed

Completed
Establish Your Page's Identity

5 steps left
Provide Info and Preferences

1 step left
Introduce Your Page

Invite Friends to Like Your Page

More people might see your posts in News Feed if your friends like your Page and share posts. Invites will be sent from Teresa Parra.

Search for friends to invite



Wendy Akers

Invite



Janice Criswell

Invite



Megan Sanchez

Invite

See All Friends

Create Ad

How would you like to grow your business?



Create New Ad



Boost Post



Create Post



Photo/Video



Get Messages



Feeling/Activity

Create



Live



Event



Job



VFW Auxiliary 123456

Published by Teresa Parra · 50m ·

Thanks to all the members who helped hand out care packages and play board games with veterans at the VA yesterday! We had a fabulous time! Special thanks to Sue for providing treats for everyone!



0

People Reached

0

Engagements

–

Distribution Score

Boost Post



Like



Comment



Share



Comment as VFW Auxiliary 123456



Press Enter to post.



VFW Auxiliary 123456 updated their cover photo.

Published by Teresa Parra · 1d ·

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VFW AUXILIARY

To delete a post, select the **“Three Dots (...)”** in the upper right-hand corner of the post.

From the drop-down menu, select **“Delete post”**.

Set Your Page up for Success

Finish setting up your Page so people on Facebook know you're a credible business.

7 of 13 steps completed

- Completed Establish Your Page's Identity
- 5 steps left Provide Info and Preferences
- 1 step left Introduce Your Page

Invite Friends to Like Your Page

More people might see your posts in News Feed if your friends like your Page and share posts. Invites will be sent from Teresa Parra.

Search for friends to invite

- Wendy Akers [Invite](#)
- Janice Criswell [Invite](#)
- Megan Sanchez [Invite](#)


[See All Friends](#)

Create Ad




[See All](#)




How would you like to grow your business?







Create Post

 Photo/Video  Get Messages  Feeling/Activity

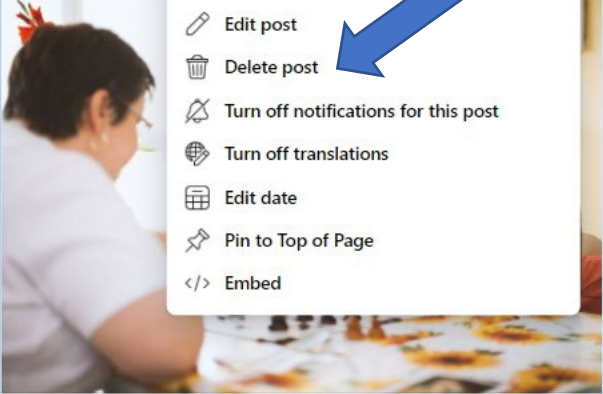
Create  Live  Event  Job ...






VFW Auxiliary 123456


Published by Teresa Parra · 51m · 

Thanks to all the m
play board games
fabulous time! Spe




0 People Reached 0 Engagements - Distribution Score [Boost Post](#)

 Like  Comment  Share




Comment as VFW Auxiliary 123456


Press Enter to post.





VFW Auxiliary 123456 updated their cover photo.


Who can comment on your post?


 View edit history


 Edit post


 Delete post

 Turn off notifications for this post

 Turn off translations

 Edit date

 Pin to Top of Page

 Embed

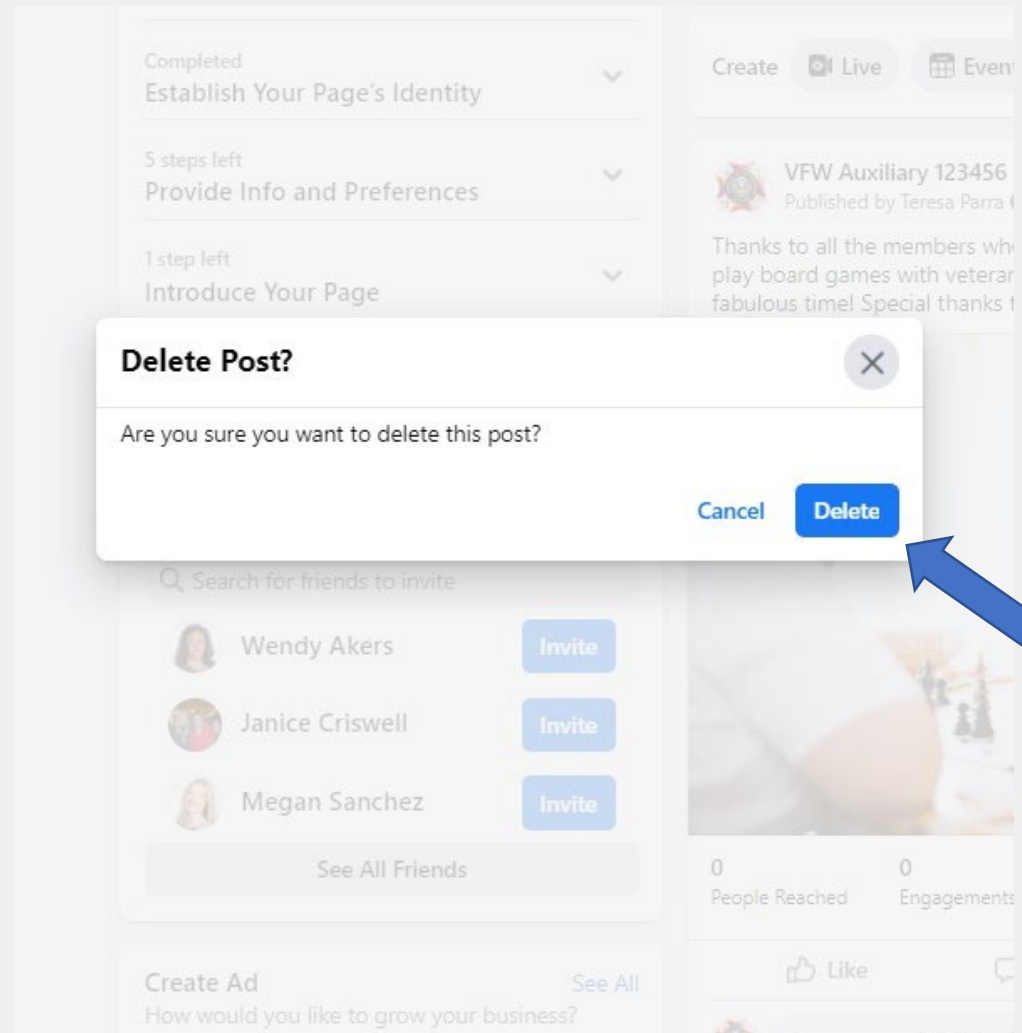
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A pop-up box will appear to verify you want to delete the post. If so, select the **“Delete”** button.

If not, select the **“Cancel”** button.





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If the **“Delete”** button was selected, your Auxiliary page will display with the post removed.



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Questions?

Facebook Help Center:

<https://www.facebook.com/help>