



Instructions for Creating a Teacher Twitter Account



Overview

The Central Bucks School District encourages the use of Twitter for teachers to promote events in their classrooms and to connect with other professionals.

How to Create a CB Teacher Twitter Account

1. Go to <http://twitter.com/signup>
2. Enter your full name, email and a password. Use your **CB email address**. This will help separate a personal Twitter Account from a School account. The account should remain public, not private, for equitable access to our community.
3. Click **Sign up for Twitter** and select a username. Create a username that includes your last name.
□ **Handle Examples:** @CBMerrill @CBlsmith
4. Select a professional photo of yourself for a profile picture. If you choose to use a header photo, ensure that it is relevant to your role in Central Bucks.
5. Set your **privacy settings** so that you are notified if you are tagged or mentioned in photos or posts. Contact your building principal or immediate supervisor if you have any questions or concerns about any posts or photos to which you have been tagged.
6. All content posted on Twitter **must reflect the mission, vision and values** of the Central Bucks School District.
7. All Tweets should be for **educational purposes**. Tag photos and Tweets with care, especially when you post photos of others.
8. You should **not follow or send private messages to students**. Students who have personal accounts may follow your school account only.
9. Retweets, likes, and favorites are perceived as endorsements. These interactions should **be limited and done with care**.
10. Photos and videos featuring **students** may **be posted** on Twitter unless parent/guardian has not approved their use.
11. **You should regularly monitor your account's posts** and comments for inappropriate tweets.
12. Teachers **are responsible for all content posted** on the School Twitter account even if you have a designee assigned to do the tweeting.

