







HOW TO SEND YOUR FIRST “TWEET”

Twitter is a powerful tool for activism. While interns typically respond to emails or phone calls in a congressional office, the Twitter accounts for the member of Congress often go to the phone of the member directly or their communications director. It is an excellent way to shortly and concisely ask your member of Congress to vote one way or to take a policy into consideration.

HERE ARE SIX STEPS TO SEND YOUR FIRST TWEET:

- 1 Log on to your Twitter account. Type in your web browser www.twitter.com, then click the link in the upper-right hand corner that says “log in.”
- 2 Once you get to your homepage, you’ll see the **Twitter timeline**. This timeline shows you the messages, called tweets, from people you follow, starting with the most recent tweets at the top.
- 3 To send your own tweet click the box on the top of the screen that says **“What’s happening?”**
- 4 You can also click the blue box that says **“Tweet”** at the top right of the page - this will be here whether you’re viewing the homepage or the page of another user’s account.
- 5 **Craft your message!** You have 140 characters to write the message you want to send to all your followers. Remember: punctuation is included in the character count, so be concise and direct.
- 6 Click “Tweet” to send your message.

MUST KNOW TWITTER TERMINOLOGY:

- # **The hashtag symbol (#)**, which you may know as the pound sign, is used to mark keywords or topics. When you put a hashtag in front of a word or phrase (it can’t contain any spaces) it turns that phrase into a link that connects to all the other tweets that include that hashtag. Using a hashtag will brand your tweet so that users following that hashtag or topic can see your message.
 - You can view all the tweets that use a specific hashtag by clicking on it or searching for it in the search bar at the top of the screen.
- @ You can also **mention another user** in the body of your tweet by placing the @ symbol before their name. Every user on Twitter has a unique user name that allows you to “tag” them in a post—you can think of it as a phone number. When you tag their specific name (which always starts with the @ sign) they will receive a notification, which helps you get their attention.
 - Tagging someone with the @ sign is a great way to get the attention of your Congressman. If you only mention their name without tagging their @ twitter name they most likely won’t see the message.
-  **Retweeting:** Another form of tweeting is called retweeting. When you hit the  button on the bottom of a tweet, that tweet will be shared with all of your followers. This is a way to amplify a tweet, opinion or piece of breaking news that you want your followers to see.
-  **Liking a Tweet:** You can also show you appreciate a tweet by liking it - click the  symbol. All of the tweets you like can be viewed on your profile by clicking the “likes” tab on your account profile.
-  **Reply:** You can directly reply to a tweet by clicking the  button on the far left at the bottom of a tweet - this will create a mention to the person you’re replying to and you can respond to what they’ve sent.