

## FINDLAW SOCIAL MEDIA PLATFORM

## SOCIAL MEDIA ACCOUNT REMOVAL STEPS

Follow the steps below to learn how to remove your social media accounts from the FindLaw Social Media platform. Removing an account means that you will no longer have the ability to manage the account from within the FindLaw Social Media platform. Furthermore, Blog Auto Posts will no longer send to the account that was removed. If you have removed an account and would like to add it back to the platform, please see the Initial Connection Guide on the FindLaw Social Media Training website.

## STEPS TO REMOVE SOCIAL MEDIA ACCOUNT(S):

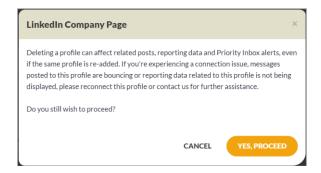
1. Once you are logged in to the FindLaw Social Media platform, navigate to PROFILES > My Profiles.



2. Within **My Profiles**, find the account that you would like to remove. Click the **delete** button (trash bin icon) associated with the social media account that you would like to remove.



3. After you click the **delete** button you will see a pop-up asking if you would like to proceed, click "YES, PROCEED" to complete the removal of the account.



If the social media account you were attempting to remove is no longer visible under My Profiles, it has been successfully removed.

