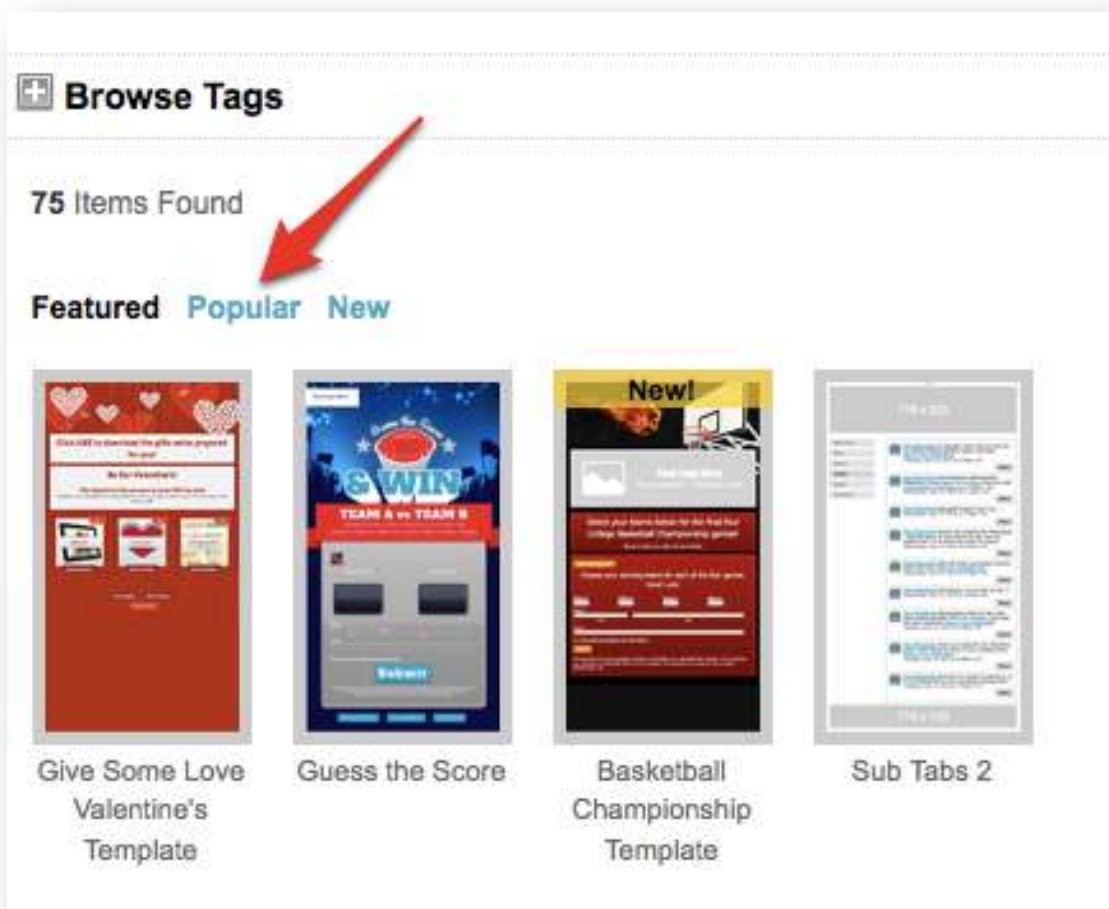


## ShortStack for Facebook Competitions

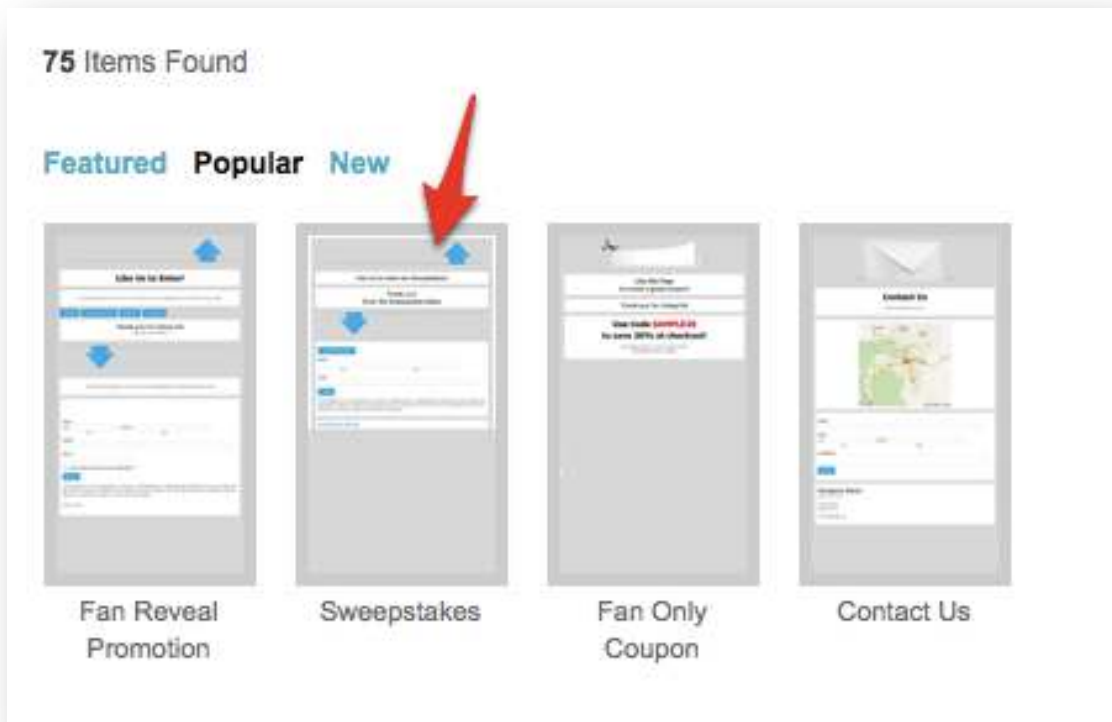
- Log in to shortstack [ShortStackApp](#) (affiliate link)
- Click on create tab from template



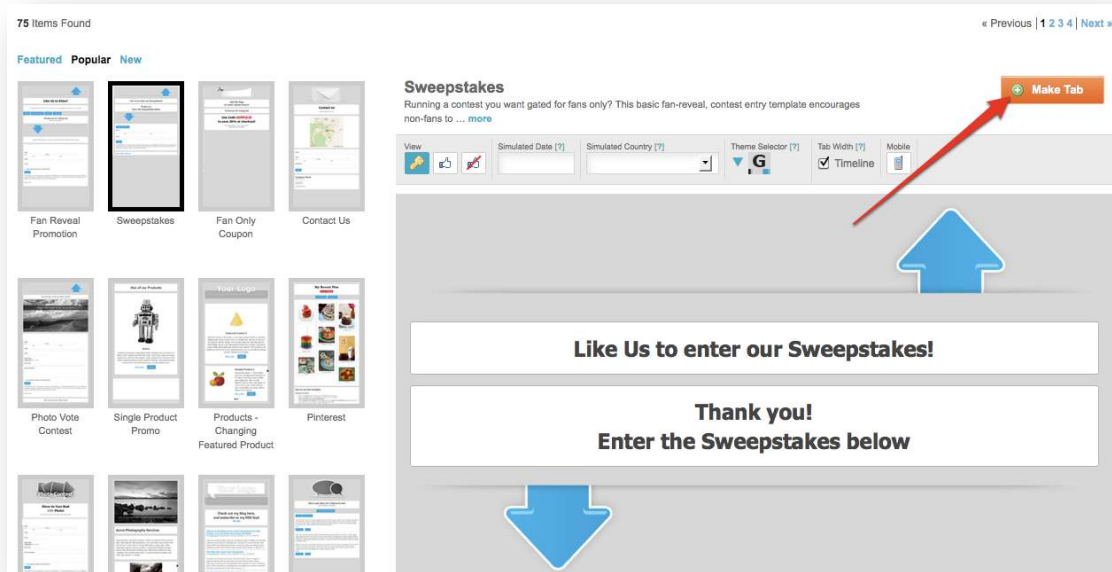
- Choose 'Popular' from the template menu



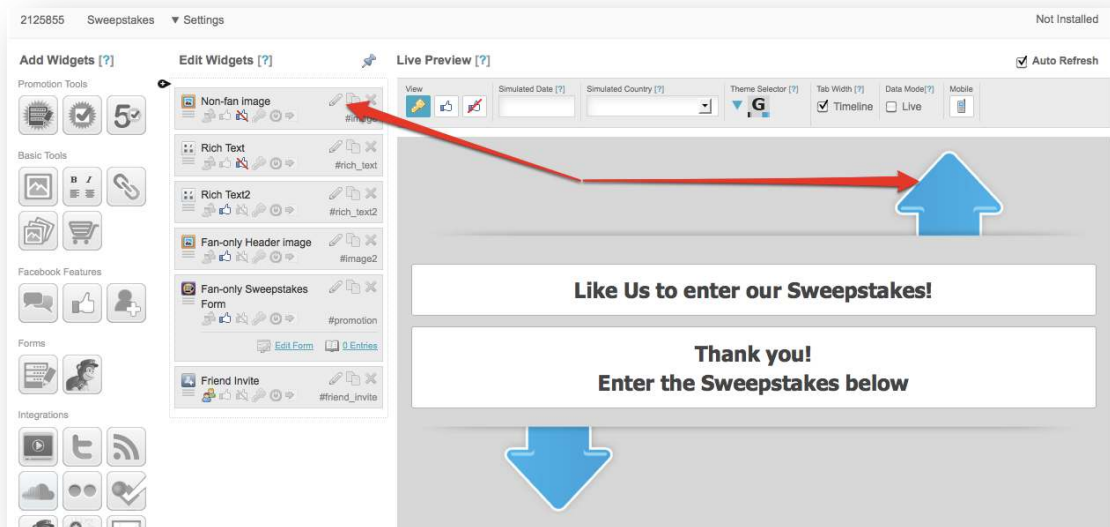
- Choose the 'Sweepstakes' template



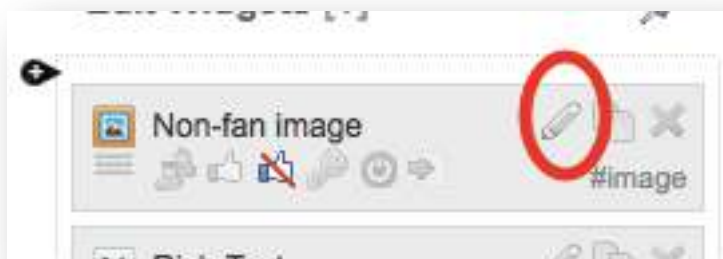
- Click on 'Make Tab'



- Each unit on the right corresponds to a unit on the right



- Click on the pencil to edit the unit



- The thumb with the slash through it means that unit is only visible to people who don't already like the page
- The thumb without the slash through means that the unit is only visible to people who do Like the page
- The silhouette of two people means that the unit is visible to both people who like or don't like the page



# Fan only Sweepstakes form

## 1. Configure sharing

- Click on the pencil



- Click checkbox next to 'Show Share Prompt on Submit'
- Add a title, caption, description and image that will encourage people to share your competition once they have entered.
- Click save

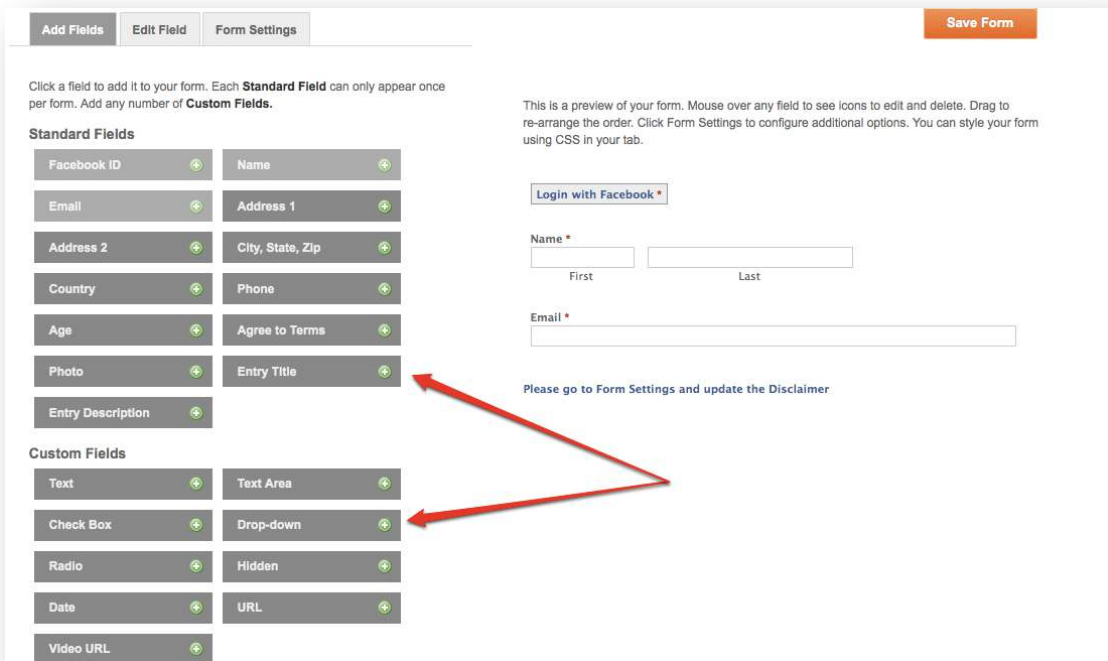
A screenshot of the "Edit Widget" interface for a Facebook form. The interface has three tabs: "Content", "Background Image", and "Options". The "Content" tab is selected. Under "Basic Setup", there is a dropdown menu for "Fan-only Sweepstakes (copy)" and an "Edit Form" button. The "Form Submission Options" section is expanded, showing a dropdown menu for "None" and a checkbox for "and hide form (confirmation message will be ignored)". The "Show Share Prompt on Submit" checkbox is checked and circled in red. Below this are input fields for "Title", "Caption [?]", and "Description". There are also checkboxes for "Share Submitted Entry Title" and "Share Submitted Entry Description". At the bottom, there is a "Share Image" section with a "Select Image" button and a checkbox for "Share Submitted Entry Photo". Red arrows point from text boxes to the input fields and the "Select Image" button. The text boxes contain the following instructions: "Add competition details here. They will appear when competition is shared" (pointing to Title, Caption, and Description), and "Add image here, it will appear when competition is shared" (pointing to the "Select Image" button).

## 2. Set up form

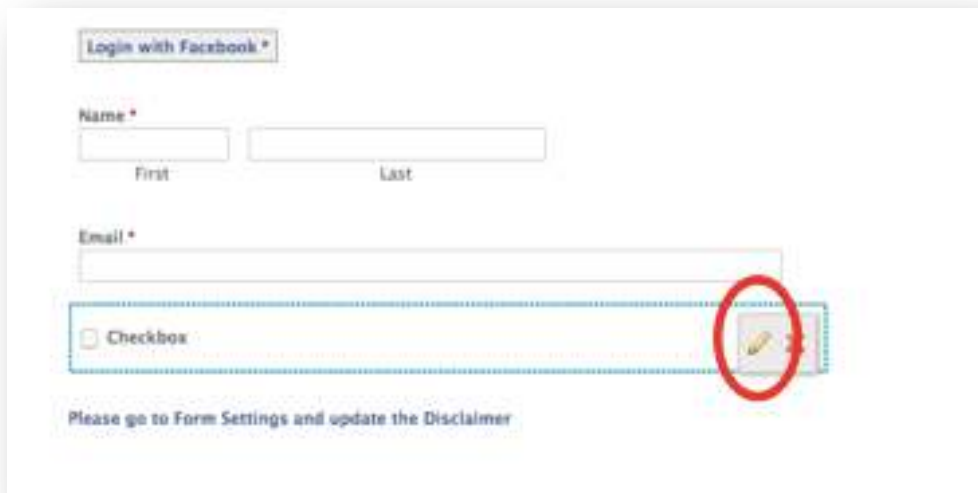
- Click on edit form



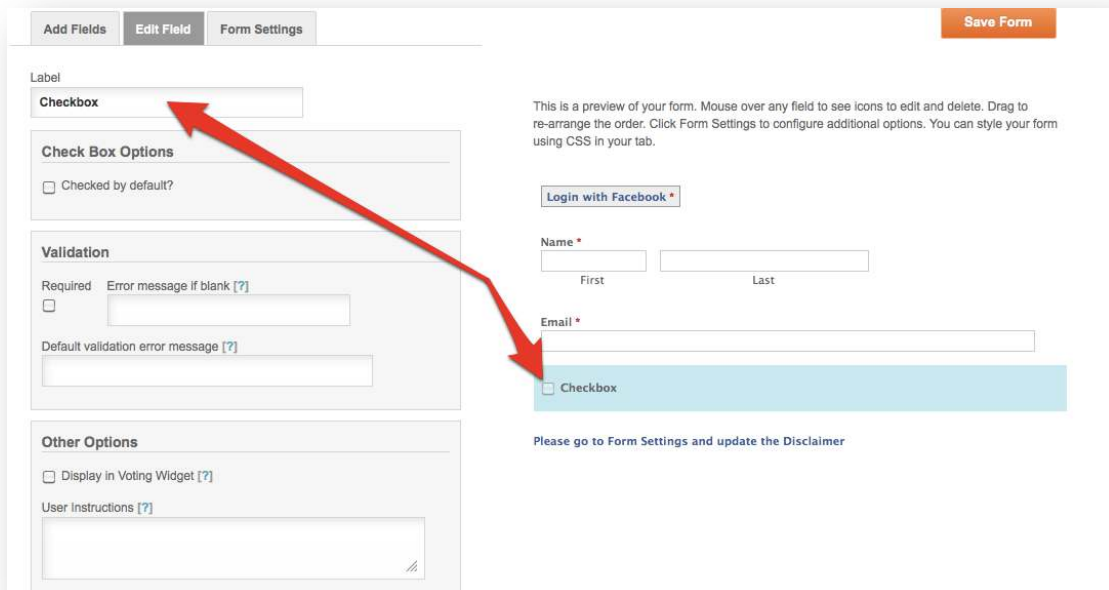
- Add fields by clicking the type of field you want to add on the right hand side



- To edit a field hover your mouse over the top and click on the pencil



- Change the title of the segment to a question. Eg "Yes I'd like to receive special offers by email"
- You can also choose if you want it to be a required field or pre checked here.



### 3. Disclaimer

- Click 'form settings' at the top of the page to update disclaimers and T&C's





- Scroll down
- Click 'copy' to insert the correct text
- Fill in the blanks

hamperlady@gmail.com

Email From [?]

Email Submissions To ▾

Email Subject Line [?]


Rules and Disclaimers


Required Facebook Disclaimer [?]

`<a href="http://www.shortstackapp.com/member/my_dbs/219080/edit" target="_top">Please go to Form Settings and update the Disclaimer</a>`

Example ( **Copy** ): This promotion is in no way sponsored, endorsed or administered by, or associated with, Facebook. You are providing your information to **[disclose recipient(s) of information]** and not to Facebook. The information you provide will only be used for **[disclose any way that you plan to use the user's information]**.

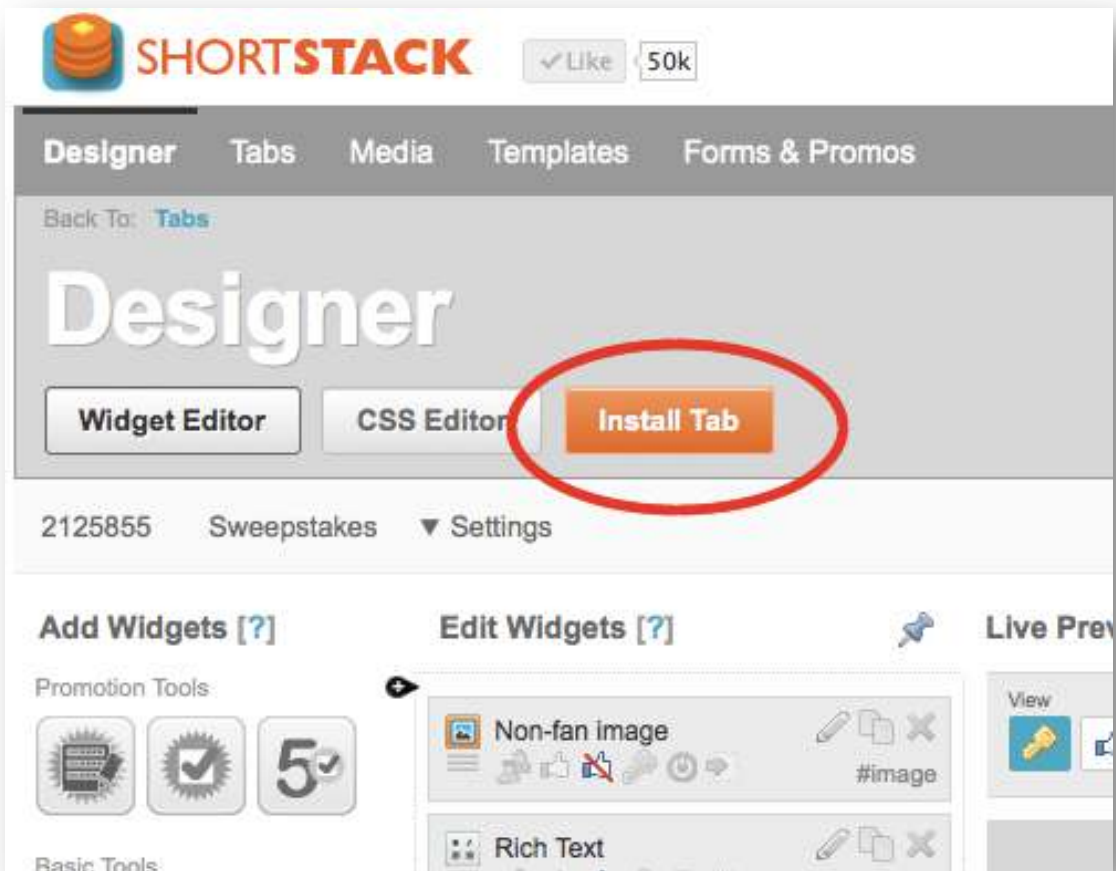
Promotion Rules [?]



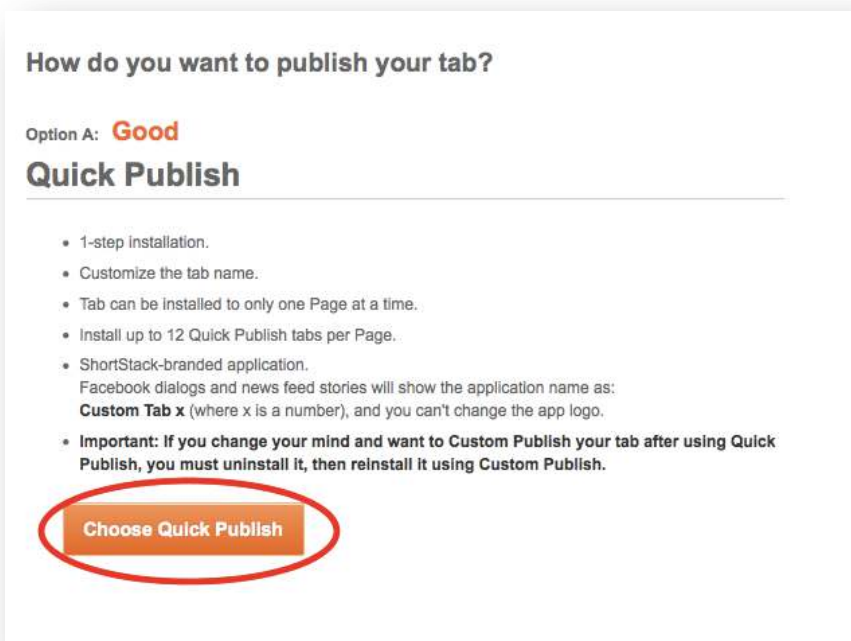
Format ▾ Font family ▾ Font size ▾  HTML

In the 'promotion rules' section add in any other T&C's for your competition. Scroll to the top of the page and click 'save form'

- Once you have finished editing click on 'Designer' on the top toolbar
- Now click on install tab



- Choose 'Choose Quick Publish'





- You will need to log in with Facebook at this stage and allow all permissions if you haven't already done so
- Click 'install' next to the page you want to add the competition to

