

How to Create a Twitter Account



Talent Recruitment
and Engagement
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Creating your Twitter account is quick and easy. Before signing up on any social media sites, it is recommended that you create an email account that will be used solely for social media, so that an employee's personal or work email account is not tied to or associated with the social media accounts.

You can get a free email account by going to sites such as www.gmail.com or www.yahoo.com.

1. Go to www.twitter.com.
2. Click on the "Sign up" button in the upper right hand corner.
3. Enter basic information such as the name of the account, email address and password.
Tip: Instead of entering your own name, enter the name of your Twitter handle. For example, if the Twitter handle you have chosen is "@UW[DepartmentName]", the first and last name could be entered as UW DepartmentName.
4. Click on "Sign up" to continue.
 - a. You will be asked to verify your account. If you have entered a phone number, a text will be sent with a code. Enter the code in the box provided.
 - b. If you have entered an email, you will be emailed instructions to verify your account.
5. Enter your username (Twitter handle). A username/handle is a unique identifier and key to building your brand.
 - a. Choose a name that is easily identifiable, relevant and understandable.
 - b. Usernames must be fewer than 15 characters in length and cannot contain the words, "Admin" or "Twitter."
 - c. This username/handle will be the URL of your Twitter profile page.
 - d. Twitter will tell you if your chosen username is available or not.
6. Double-check the information you have entered for your name, phone number/email, password and username/handle.
7. Click "Create my account." You may be asked to complete a Captcha to let Twitter know you are human.
8. After signing up, follow other campus and relevant accounts to create a customized stream of information for your timeline.
 - a. "Following" means you will see that user's Tweets on your home timeline. You can unfollow anyone at any time.