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This work was supported by Cooperative Agreement #1U38DP004972-05 from the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention.
ABOUT THIS TOOLKIT

This toolkit is designed to help stakeholders establish a Cervical Cancer Awareness Month social media strategy, manage social media accounts, implement Facebook and Twitter best practices, disseminate Cervical Cancer Awareness Month messaging and evaluate their social media efforts.

WHO SHOULD USE THIS TOOLKIT?

Public health professionals, cancer control professionals, coalitions, community-based organizations and other stakeholders can use this toolkit and adapt its messaging for their unique audiences and areas of expertise.

WHAT IS CERVICAL CANCER AWARENESS MONTH?

Cervical Cancer Awareness Month is an annual observance held throughout the Month of January. It is intended to raise awareness of cervical cancer and to fundraise for research into its cause, prevention, diagnosis, treatment, survivorship and cure. In 2014, over 12,500 people were diagnosed with cervical cancer (Centers for Disease Control and Prevention [CDC], 2017). January is also an opportunity to support those affected by cervical cancer. Cervical Cancer Awareness Month begins on January 1st and ends on January 31st.

SOCIAL MEDIA 101

According to a 2016 Pew Research Center survey, “69% of Americans use some type of social media” (Pew Research Center, 2017). In addition, a 2014 study found that nearly 75% of adults use social media to discuss health (Fox, 2014).

Social media represents a unique opportunity to reach a large audience of both consumers and professionals. It is more important than ever that online medical and health information is “trustworthy, engaging, and accessible to digitally empowered consumers” (Hootsuite, n.d., p. 2).

When designing and thinking about your social media strategy, consider your audience, the channel(s) you want to use, your objective(s), or what you are trying to achieve, as well as how you will measure success. Remember that your social media activities should ultimately support your organization’s goals (Hootsuite, n.d.).

Looking to establish a social media strategy for your organization or make the case for why it’s important? CDC offers “SocialMediaWorks,” an online step-by-step tool to create and establish a social media strategy. The site also offers pre-tested and effective messages as well as evaluation strategies, tools and templates.

Remember to tailor messaging to your target audience or audiences. Your organization offers unique strengths and expertise. Make sure to capitalize on them to make your campaign effective.
SOCIAL MEDIA CHANNELS

Twitter, Facebook, Instagram, LinkedIn, YouTube, Pinterest and more: Social media is growing every day, along with opportunities for outreach.

TWITTER BEST PRACTICES

- Keep Tweets short, between 100-110 characters. This allows other users to Retweet while adding their own comments. Note that @names no longer count toward the 280 character limit on Twitter.
- Add photos or videos. Adding a photo boosts Retweets by 62% on average (Twitter Government and Elections Team, 2014).
- Tweet at author or organizational Twitter handles when possible. Note that Tweets that begin with a username will now reach all your followers, but they will be categorized as “replies”. If you want the Tweet to be seen on your timeline, use the “@” convention at the beginning.
- Twitter, Tweetdeck, Sprout Social and Hootsuite all have options to shorten links as you write Tweets. Other options for shortening links are provided under Additional Tools and Resources.
- Promote engagement with other organizations by liking or Retweeting their content. You can even add your own comment before Retweeting.
- Be responsive and recognize Retweets, @ mentions and when others share your content. It doesn’t take much, but a simple “thank you” goes a long way toward building engagement.
- Remember that Tweets cannot be edited once they are posted, so proofread before you post!

FACEBOOK BEST PRACTICES

- Shorter posts (around 250 characters) get up to 60% more distribution than longer posts (CDC, n.d.).
- Use photos or videos to make your posts stand out. Posts with photos receive up to 50% more likes than non-photo posts (Hershkowitz & Lavrusik, 2013). However, be aware of Facebook’s policies about what can be posted and identifying people in photos without consent (CDC, n.d.).
- Use a conversational tone and explain to your audience why the content should matter to them (Hershkowitz & Lavrusik, 2013).
- Posts that start conversations by asking questions and responding receive approximately 70% above-average engagement (Hershkowitz & Lavrusik, 2013).
- Vary your post type. Users don’t engage the same way with every post (Hershkowitz & Lavrusik, 2013).
- Track your results and act on them. Facebook offers analytic data that you can use to find out what posts are being “liked” or shared and which ones aren’t. Focus your efforts on what is working (CDC, n.d.).

BEST PRACTICES FOR COMMUNICATING ABOUT CERVICAL CANCER

The first step in any communication campaign is to define your audience. When communicating about cervical cancer, your audience may be newly diagnosed or long-term survivors, caregivers, health care providers, employers or others. All of these audiences may have different messaging needs and may be reached through different channels. However, there are some commonalities in that cancer communication must help patients: “(1) Receive bad news, (2) handle the emotional impact of a life-threatening illness, (3) understand and remember complex information, (4) communicate with multiple health professionals, (5) understand statistics related to prognosis, (6) deal with uncertainty while maintaining hope, (7) build trust
that will sustain long-term clinical relationships, (8) make decisions about treatment, possibly including participation in clinical trials and (9) adopt health-promoting behaviors’ (Epstein & Street, 2007, p. 1).

WHEN COMMUNICATING ABOUT CERVICAL CANCER...

- Consider health literacy and numeracy
- Emphasize screening information and follow-up reminders, especially the importance of not delaying treatment if an abnormal lesion is identified
- Remind providers about the importance of talking about HPV vaccination as cervical cancer prevention

Consider health literacy and numeracy

- Use simple language. If using data, make sure your audience can interpret the data (NCI, 2011).
- Organize information so the most important points are first (U.S. Department of Health and Human Services, n.d.).
- If presenting data, use integers instead of decimals as they are more convincing and easily recalled (Witteman et al., 2011). Visual representations of data, like icon arrays are most effective.
- Where possible, point consumers to supporting materials, visuals and reliable sources of information such as trusted websites or physicians.

Emphasize screening information and follow-up reminders

- Women ages 21-65 are recommended to be screened for cervical cancer with a Pap smear every 3 years. Individuals aged 30-65 who want to lengthen the screening interval should receive a combination of Pap smear and HPV testing every 5 years (U.S. Preventive Services Task Force, 2016).
- Healthcare providers are central sources of information about cervical cancer screening and their involvement is often an important factor in influencing screening coverage (Musa et al., 2017).
- Many people lack basic knowledge about cervical cancer screening, including the age that the average person should start screening as well as how often they should return for follow-up (Cooper, Polonec & Gelb, 2011; Hawkins, Cooper, Saraiya, Gelb and Polonec, 2011).
- Remind patients to get screened and ask about it at appointments. A 2015 study found that nearly 20% of respondents said they had not been checked recently for cervical cancer, with fewer Asian and Hispanic individuals reporting that they had been screened than those who identified as white (Sabatino, White, Thompson & Klabunde, 2015).

Remind providers about the importance of talking about HPV vaccination as cervical cancer prevention

- Research has found that many people are unaware that human papillomavirus (HPV) can cause cervical cancer (Blake et al., 2015).
- It was estimated in 2013 that increasing HPV vaccination to 80% could prevent an additional 53,000 future cervical cancer cases among girls who are now 12 years old or younger over the course of their lifetimes (President’s Cancer Panel, 2013).
- The message that “HPV vaccination is cervical cancer prevention” tends to resonate well with parents (CDC, 2016b).
- A healthcare provider’s recommendation is the single biggest predictor of whether or not a parent will vaccinate their child against cervical cancer (Wilson et al., 2016).
- When talking to parents, providers’ recommendations about HPV vaccination should be strong, timely (when boys and girls are in the recommended 11-12 age range for vaccination), consistent and urgent, meaning parents are encouraged to get kids vaccinated the same day they come in (Gilkey et al., 2015).
## Sample Tweets and Facebook Posts

<table>
<thead>
<tr>
<th>Date</th>
<th>Tweets</th>
<th>Facebook Posts</th>
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<tbody>
<tr>
<td>Mon 1/1</td>
<td>We're kicking off #CervicalHealthMonth! Read about some ways you can reduce your risk of #CervicalCancer here: <a href="http://bit.ly/2yNSCkq">http://bit.ly/2yNSCkq</a></td>
<td>Did you know you can prevent cervical cancer with the right test at the right time? Screening tests can find abnormal cells so they can be treated before they turn into cancer. Take a look at this infographic to find out more: <a href="http://bit.ly/2yKa9ry">http://bit.ly/2yKa9ry</a></td>
</tr>
<tr>
<td>Tue 1/2</td>
<td>Did you know smoking can increase your risk of #CervicalCancer? Get the facts from @CDC_gov and call 1-800-QUIT-NOW <a href="http://bit.ly/2zBjnpd">http://bit.ly/2zBjnpd</a></td>
<td>Each year, more than 12,000 people in the United States get cervical cancer, but it can be prevented by getting an HPV vaccine, visiting your doctor for a Pap test when recommended and not smoking. Find out more: <a href="http://bit.ly/2zBjnpd">http://bit.ly/2zBjnpd</a></td>
</tr>
<tr>
<td>Wed 1/3</td>
<td>Almost all #CervicalCancer is caused by #HPV: <a href="http://bit.ly/2y0ZUx5">http://bit.ly/2y0ZUx5</a>. Talk to your doctor to see if the vaccine is right for you.</td>
<td>One of the most important things you can do to help prevent cervical cancer is to have regular screening tests starting at age 21. If your Pap test results are normal, your chance of getting cervical cancer in the next few years is very low. For that reason, your doctor may tell you that you will not need another Pap test for as long as three years. Learn more about Pap test recommendations here: <a href="http://bit.ly/2yNSCkq">http://bit.ly/2yNSCkq</a></td>
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<tr>
<td>Thu 1/4</td>
<td>Listen to the story of a #CervicalCancer survivor and the importance of getting the #HPVvax: <a href="http://bit.ly/2d4V5NY">http://bit.ly/2d4V5NY</a> #CervicalHealthMonth</td>
<td>Did you know that almost all cervical cancers are caused by human papillomavirus (HPV), a common virus that can be passed from one person to another during sex? There are many types of HPV. Some HPV types can cause changes on a woman’s cervix that can lead to cervical cancer over time, while other types can cause genital or skin warts. Learn more here: <a href="http://bit.ly/2idsIAS">http://bit.ly/2idsIAS</a></td>
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<tr>
<td>Tue 1/9</td>
<td>I'm a young woman and heard about the #HPV vaccine. Can it help me? Find the answer to this and more: <a href="http://bit.ly/2y1HzoG">http://bit.ly/2y1HzoG</a> #CervicalHealthMonth</td>
<td>Human papillomavirus (HPV) vaccines offer the best protection against cervical cancer and other HPV-associated cancers when all doses are administered early. That's why HPV vaccination is recommended for preteen girls and boys at age 11 - 12 years. Read more: <a href="http://bit.ly/2y45371">http://bit.ly/2y45371</a></td>
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<td>Thu 1/11</td>
<td>This @CDC_Cancer brochure outlines #CervicalCancer screening guidelines for #HPV test &amp; Pap test for people ages 30+: <a href="http://bit.ly/2gyX7Vz">http://bit.ly/2gyX7Vz</a></td>
<td>Think you know all there is to know about cervical cancer? Test your knowledge about cervical cancer and other gynecologic cancers with this CDC quiz. The answers may surprise you! <a href="http://bit.ly/2zLSpPm">http://bit.ly/2zLSpPm</a></td>
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<td>Fri 1/12</td>
<td>How much do you know about #CervicalCancer? This @CDC_gov quiz can test your knowledge: <a href="http://bit.ly/2zLSpPm">http://bit.ly/2zLSpPm</a></td>
<td>Attention clinicians! CDC and partners, including the American Academy of Pediatrics, recommend HPV vaccination of both girls and boys at ages 11 or 12. Read more: <a href="http://1.usa.gov/21ks0v5">http://1.usa.gov/21ks0v5</a></td>
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<td>Mon 1/15</td>
<td>Attention clinicians! @CDC_gov and partners suggest strongly recommending #HPVvax for girls AND boys at ages 11-12: <a href="http://1.usa.gov/21ks0v5">http://1.usa.gov/21ks0v5</a></td>
<td>Early on, cervical cancer may not cause signs and symptoms. Advanced cervical cancer may cause symptoms, but they could be from something other than cancer. The only way to know is to see your doctor: <a href="http://1.usa.gov/1WMPoDU">http://1.usa.gov/1WMPoDU</a></td>
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<td>Tue 1/16</td>
<td>Are you listening to your body? Learn the symptoms and get the inside facts about #CervicalCancer: <a href="http://bit.ly/1ZODqrp">http://bit.ly/1ZODqrp</a></td>
<td>If your doctor says that you have cervical cancer, ask to be referred to a gynecologic oncologist—a doctor who has been trained to treat cancers of the female reproductive system. This doctor will work with you to create a treatment plan: <a href="http://1.usa.gov/25W2a8j">http://1.usa.gov/25W2a8j</a></td>
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<td>Wed 1/17</td>
<td>A survivor’s advice on #CervicalCancer: &quot;Get your Pap smear regularly. It really can save your life&quot; <a href="http://1.usa.gov/1WMPECS">http://1.usa.gov/1WMPECS</a></td>
<td>Clinicians: What can you do to ensure your adolescent patients are fully vaccinated? Here is a factsheet for vaccine recommendations, including the HPV vaccination to protect patients against cervical cancer: <a href="http://bit.ly/2A0Adzq">http://bit.ly/2A0Adzq</a></td>
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<td>Thu 1/18</td>
<td>Did you know that as many as 93% of #CervicalCancers could be prevented by screening and getting the #HPVvax? <a href="http://bit.ly/2y45CTZ">http://bit.ly/2y45CTZ</a></td>
<td>More than 12,000 people get cervical cancer every year. Up to 93% of cervical cancers are preventable. HPV vaccination helps prevent infection with the HPV types that cause most cervical cancers. Learn more: <a href="http://bit.ly/2y45CTZ">http://bit.ly/2y45CTZ</a>. Talk to your doctor for more information.</td>
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<td>Mon 1/22</td>
<td>Providers: Patients who have a cervix should be screened according to national guidelines. This may include transgender or gender non-conforming patients: <a href="http://bit.ly/2iXQZXF">http://bit.ly/2iXQZXF</a></td>
<td>Did you know Hispanic/Latinas are most likely to get #CervicalCancer? CDC’s AMIGAS Program aims to reduce this disparity by increasing cervical cancer screening through health education. Find out more: <a href="http://bit.ly/2xo4iXo">http://bit.ly/2xo4iXo</a></td>
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<tr>
<td>Tue 1/23</td>
<td>Clinicians: Here are some tips and time-savers for talking with parents about #HPVvax: <a href="http://bit.ly/HPVTipsTimesavers">http://bit.ly/HPVTipsTimesavers</a> #CervicalHealthMonth</td>
<td>Parents: Have you vaccinated your kids so they can lead healthy and full lives? Your doctors may have already talked to you about the Tdap vaccine to prevent tetanus, diphtheria, and pertussis (whooping cough) and the flu shot to prevent influenza. Did you know that the HPV vaccine is recommended to prevent cervical and HPV-associated cancers? Find out more about recommended immunizations for children from 7-18 years old here: <a href="http://bit.ly/2yNMqsa">http://bit.ly/2yNMqsa</a></td>
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<tr>
<td>Fri 1/26</td>
<td>#DYK some 11-12 yr olds may only need 2 doses for the #HPVvax to be effective? Learn more: <a href="http://bit.ly/2zydIL5p">http://bit.ly/2zydIL5p</a></td>
<td>Clinicians: Did you know that some 11-12 year olds may only need 2 doses of the HPV vaccine for it to be effective? Get the latest info from this handy CDC decision tree: <a href="http://bit.ly/2zydIL5p">http://bit.ly/2zydIL5p</a></td>
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<td>Mon 1/29</td>
<td>What are the latest trends in CervicalCancer diagnoses? This video from @theNCI has more info: <a href="http://bit.ly/2hh6b1K">http://bit.ly/2hh6b1K</a></td>
<td>Has your doctor talked to you about getting all recommended HPV vaccine shots for your child? Talk to your doctor about the HPV vaccine at your child’s next appointment: <a href="http://bit.ly/2yQMMPo">http://bit.ly/2yQMMPo</a></td>
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OTHER IDEAS TO PROMOTE CERVICAL CANCER AWARENESS MONTH

Host or Participate in a Twitter Chat

Twitter chats are a great way to expand your audience and promote engagement with other partners and organizations. You can organize a Twitter chat yourself or simply participate in one. Twitter chats are live moderated Twitter conversations focused around a specific topic, using a single hashtag. They usually last an hour and involve a list of pre-circulated questions to participants. If you are organizing a chat, reach out to partners early and provide the list of questions as far in advance as possible.

Host a Twitterview

A Twitterview is an interview conducted through Tweets. A Twitterview is a form of Twitter Chat where individuals participate in a live moderated Twitter conversation focused around a specific topic using a single hashtag.

For a Twitterview, typically an interviewer asks questions directly to the interviewee and participants can follow the conversation through an event hashtag. You may also open up the interview to questions from the audience. The benefits of a Twitterview include the creation of relevant and interesting content, dissemination of accurate and evidence-based information, increased visibility of your organization and increased engagement with followers.

Pick a hashtag. Using hashtags is a way to group and organize messages together. In Twitterviews, hashtags are used to distinguish your interview from regular Tweets in the feed. Your followers will also be able to filter and track your Twitterview posts by searching your hashtag. Symplur amalgamates popular and established Tweet Chat hashtags on health care topics. If you use an established hashtag, your Tweets may reach audiences that you usually do not reach. If you would like to create your own hashtag, make sure it is short and intuitive. Don’t be afraid to use abbreviations and acronyms, because your questions and answers including the hashtag must be under 280 characters.

Pick a date and time, then secure a speaker or speakers to be interviewed. Potentially influential speakers might include researchers, cancer survivors or caregivers, health care providers or other subject matter experts. Provide your speaker(s) with a list of what questions will be asked before the event, so they can prepare their answers in under 140 characters, which can take time and editing. Decide in advance whether you are going to open up the interview to your followers and let your speaker(s) know what to expect. Consider using a website to help manage the Twitterview such as TweetChat or TWUBS.

Promote the event to your followers. Host the event, running it similarly to how you would host a live in-person meeting (introduce topic, speaker, your organization). Number your questions starting with a “Q” for question. For example: Q1: What questions should #cervicalcancer survivors ask their doctor? #CervicalHealthChat. Your speaker(s) can either “reply” to the question you Tweet or Tweet starting with an “A” and the corresponding number. For example: A1: Start w/questions about short- and long-term side effects & screening #CervicalHealthChat.
Retweet or favorite the best questions posed by your followers and answers by your speaker(s) and be sure to share relevant links and resources. After the event, archive an event summary and share with participants and your other followers. Consider using Storify to create a visual transcript of the Twiterview.

**Best Practices for Engagement Events and Activities**

- Plan early and well
- Expand your audience and reach by partnering with another organization
- Make sure you use an original hashtag (unless it makes sense to use an established hashtag)
- Prepare as many questions and responses in Tweet format as possible in advance
- Involving well-known local figures may help raise the profile of your event(s) and increase participation and engagement

**MEASURING SUCCESS**

Looking to measure the success of your social media campaign? Twitter and Facebook both offer free analytic tools to allow you to demonstrate the impact of your social media efforts.

Twitter Analytics allows you to see and download detailed tracking information about Tweet activity, engagement, audience and trends over time. Log in to analytics.twitter.com/about with your Twitter username and password to learn more.

Facebook Insights allows users to track page likes, post reach, number of visits, specific posts as well as who is following your page. According to Facebook, “posts that get more likes, comments and shares show up more in News Feed and are seen by more people. Posts that are hidden, reported as spam or cause people to unlike your Page reach fewer people.”

Klout tracks the influence and reach of your social media profiles and provides a score based on how others are interacting with your content across multiple networks. It also provides information on your top posts so you can see what content is generating action from your networks.

**ADDITIONAL TOOLS AND RESOURCES**

**Owly:** Link shortener from Hootsuite

**TinyURL:** Link shortener that allows for customization of URLs to make them more memorable

**Goo.gl:** Link shortener that allows for tracking of clicks

**Hootsuite, Sprout Social:** Online platforms that allow organizations to schedule Tweets and Facebook posts, keep up with their feed (the posts of those they follow), and collect basic analytics for evaluation

**Tweetdeck:** Platform from Twitter that allows for pre-scheduling Tweets, including pre-loading photos

**Thunderclap:** Social networking tool that allows you to “crowdsource” your social media campaign to increase its impact
**Periscope**: Live-streaming video app so you can show events or videos live to your audience on social media

**Klout**: Service that tracks your organization’s level of online social influence

**Canva**: Allows users to create visually appealing graphics and photos for social media and print materials; includes a collection of low-cost or free stock photos and backgrounds

**CDC Public Health Image Library (PHIL)**: Free image library.

**CDC "photostream" on Flickr**: Website designed for public image sharing. CDC images include public health photos and graphics developed for public health events that users can comment on and share.

**CDC Infographics**: Gallery of CDC-designed infographics to visually communicate data or information

**GLOSSARY**

**Facebook**: A social networking site that allows people to create personal profiles and stay connected with others ([www.facebook.com](http://www.facebook.com))

**Feed**: News feeds which you receive straight into your account

**Followers**: People who have agreed to receive your Tweets or Facebook posts

**Hashtags (#)**: A form of metadata tag that makes it possible to group messages

**Retweet (RT)**: Re-posting of someone else’s Tweet

**Tweets**: 280-character text messages

**Twitter**: An online [social networking](http://www.facebook.com) and [microblogging](http://www.twitter.com) service that enables users to send and read short 280-character text messages, called “Tweets” ([www.twitter.com](http://www.twitter.com))

**Twitter chat**: A live moderated Twitter conversation focused around a specific topic using a single hashtag

**Twitter handle**: Your Twitter name that begins with the “@“ sign. For example: @GWCanCer

**Twittersphere** or **Twitterverse**: The total universe of Twitter users and their habits

**Twitterview**: A combination of the terms Twitter, a popular microblogging platform, and interview. It is a type of interview for which the medium restricts the interviewer and interviewee to short-form responses

See Twitter’s “[Twitter Glossary](http://www.twitter.com)” for more.
REFERENCES


