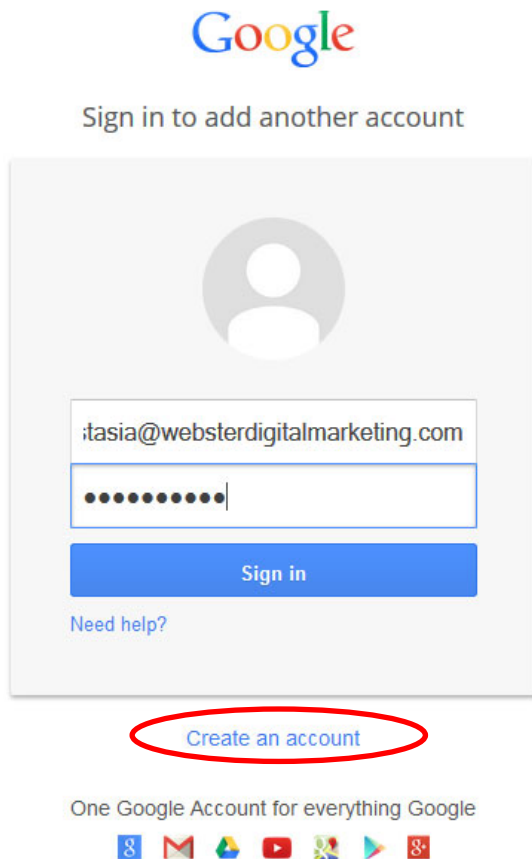


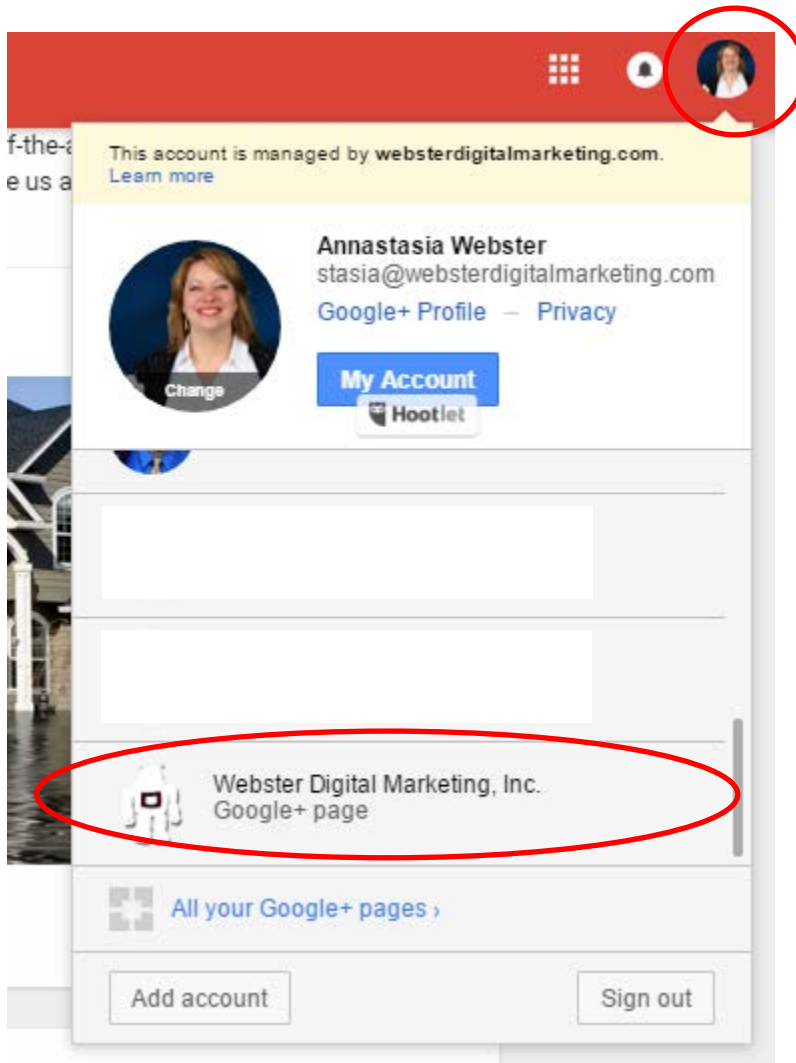
How to Add a Google+ Admin

1. Go to business.google.com and sign in with your Google ID. This is likely to be the same login information you use for Gmail, Adwords and/or Google Analytics. If you don't have a Google Account, create one by clicking on "Create an Account".

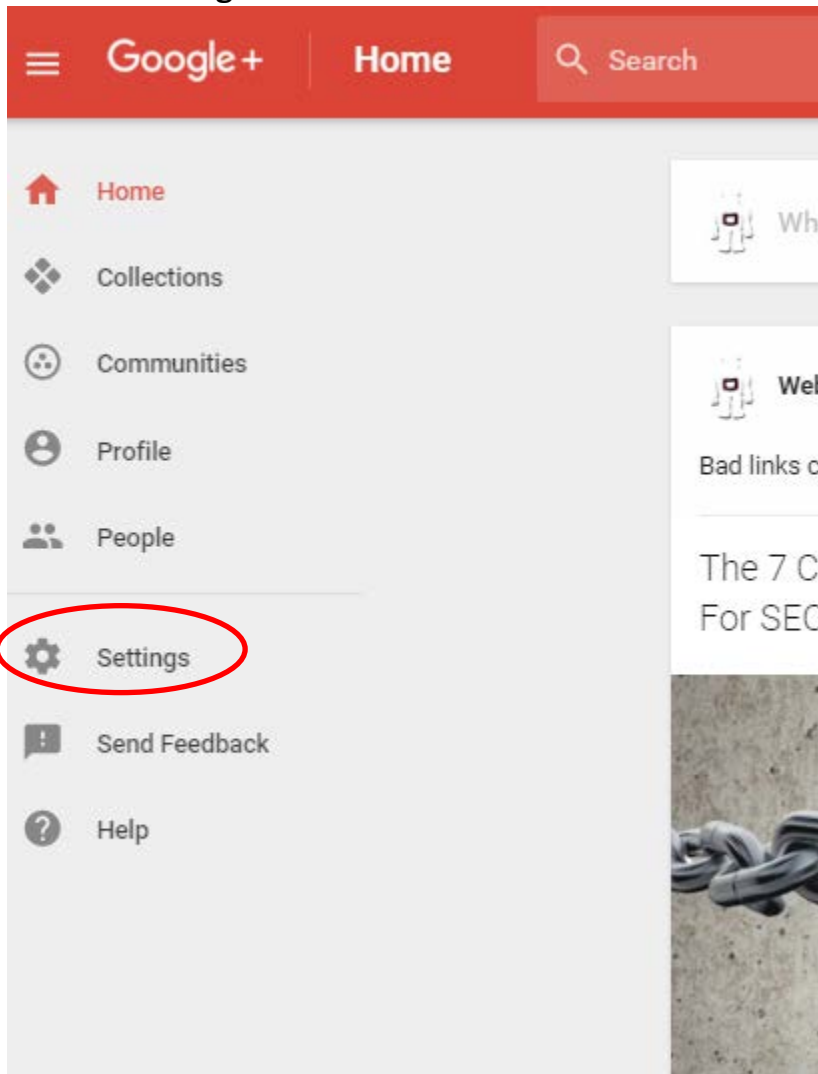


The screenshot shows the Google sign-in interface. At the top is the Google logo. Below it is the text "Sign in to add another account". A grey box contains a profile icon placeholder, a text input field with the email address "tasia@websterdigitalmarketing.com", a password input field with masked characters, and a blue "Sign in" button. Below the sign-in box is a link for "Need help?". At the bottom of the sign-in box is a link for "Create an account", which is circled in red. Below the sign-in box is the text "One Google Account for everything Google" followed by icons for Google, Gmail, Google Drive, YouTube, Google Maps, and Google+.

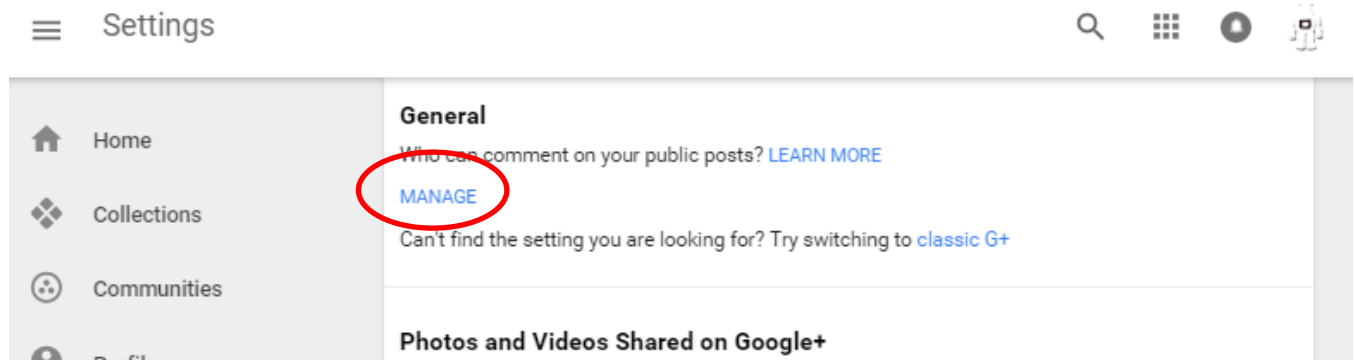
2. Click on your image at the top right of the page (it may be a generic picture if you haven't uploaded one, which is a grey and white outline of a person). Then click on the name of your page. If you manage a lot of pages, you may need to click on "All your Google+ Pages" to see your page.



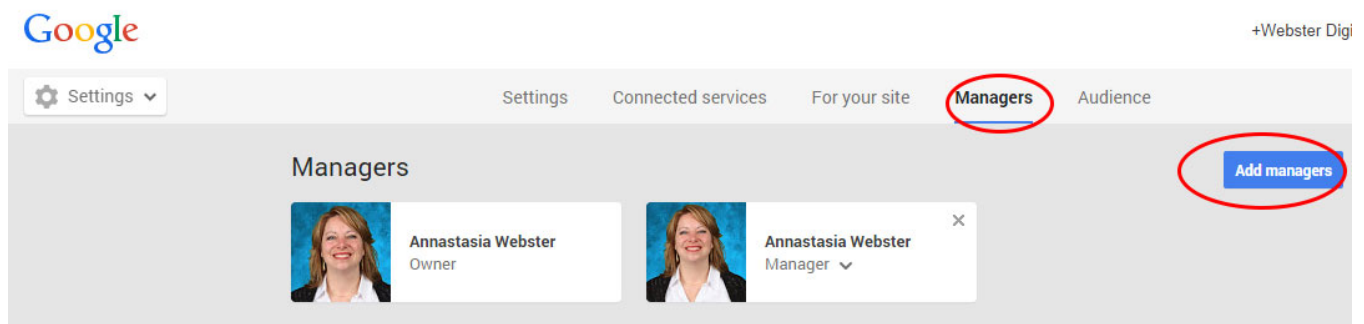
3. Click on “Settings” on the far left side toward the middle of the screen.



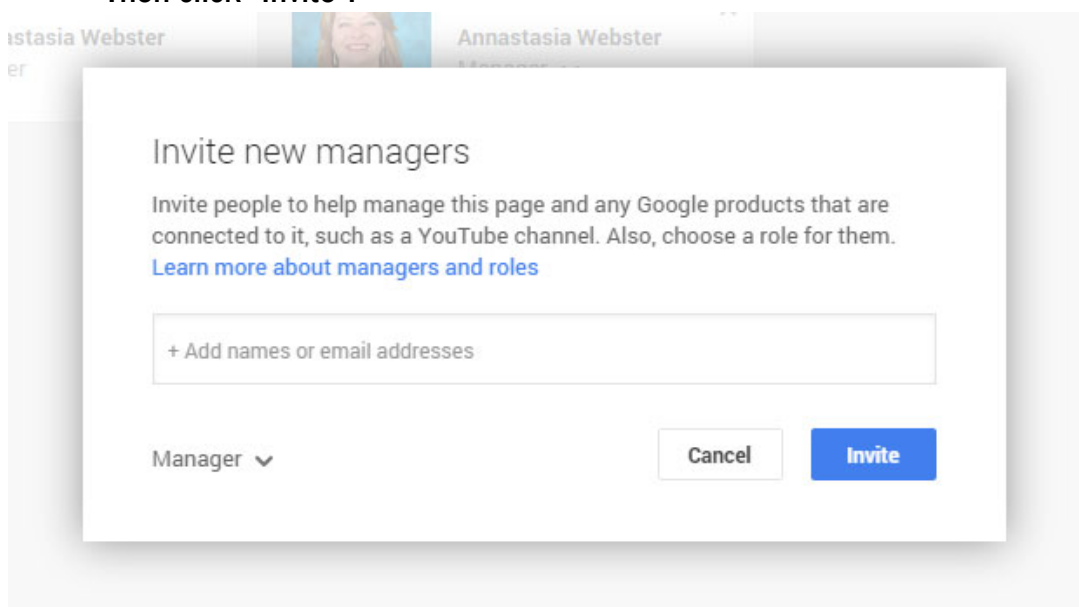
4. Click on “Manage”. It will open a page in a new window.



5. Click on “Managers” at the top. Then click on “Add Managers”. If you don’t see this button, you may not have the proper permissions for the page. Only the “owner” of the page can add managers.

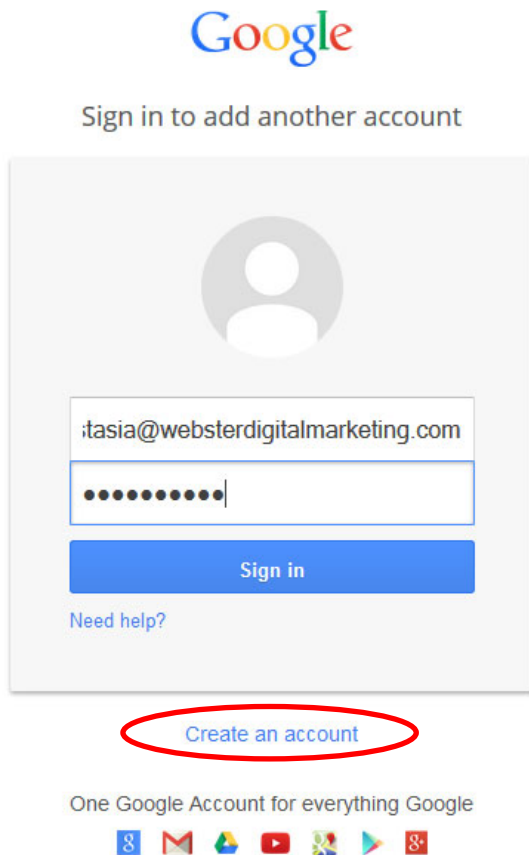


6. Type my name, “Annastasia Webster” into the box and select me when I appear in the list. Then click “Invite”.

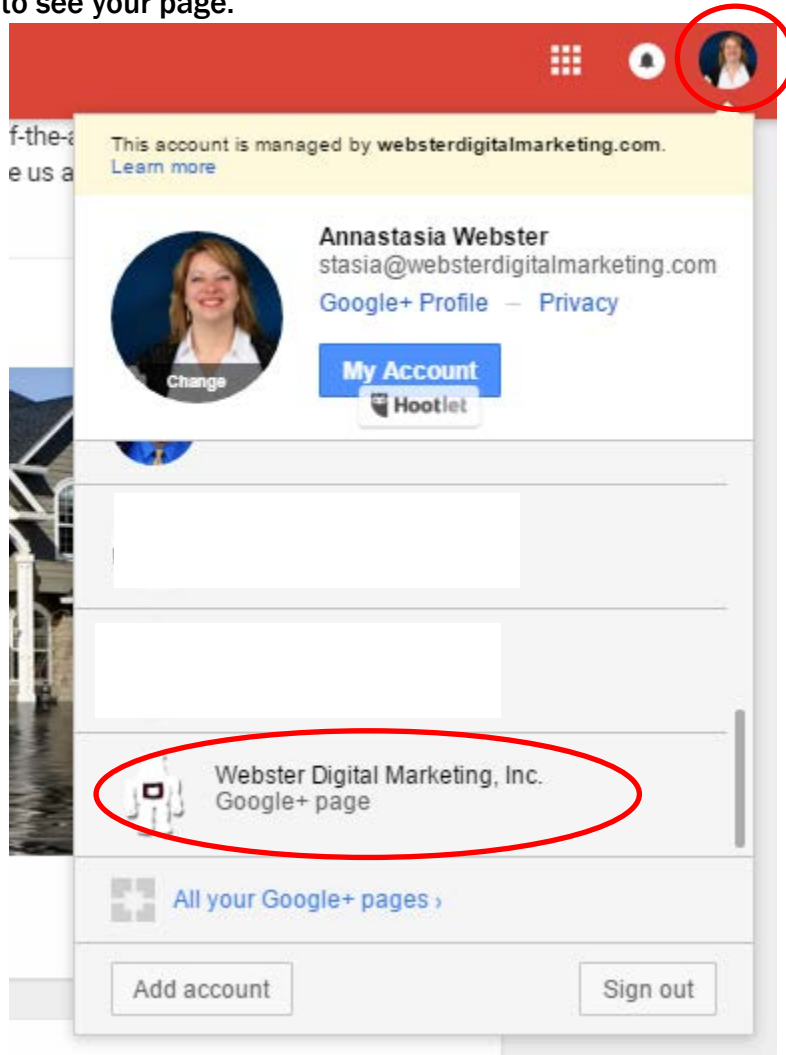


Google has made another way that sometimes works to get to the managers area. If the method I just described doesn't work for you, try this.

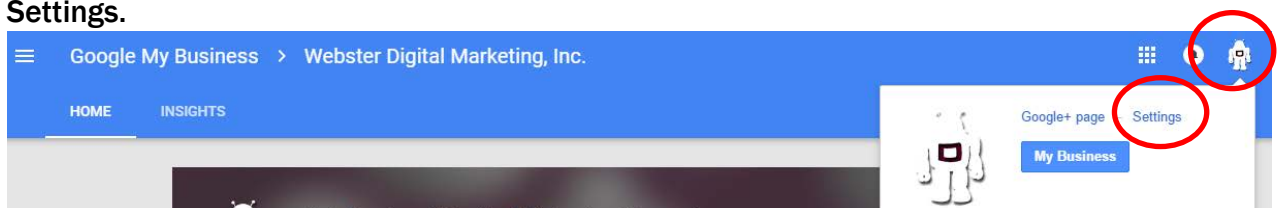
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3. Click on the icon at the very top right again (it should be your logo now). Then click on Settings.



4. Follow steps 5 and 6 on page 4 above.