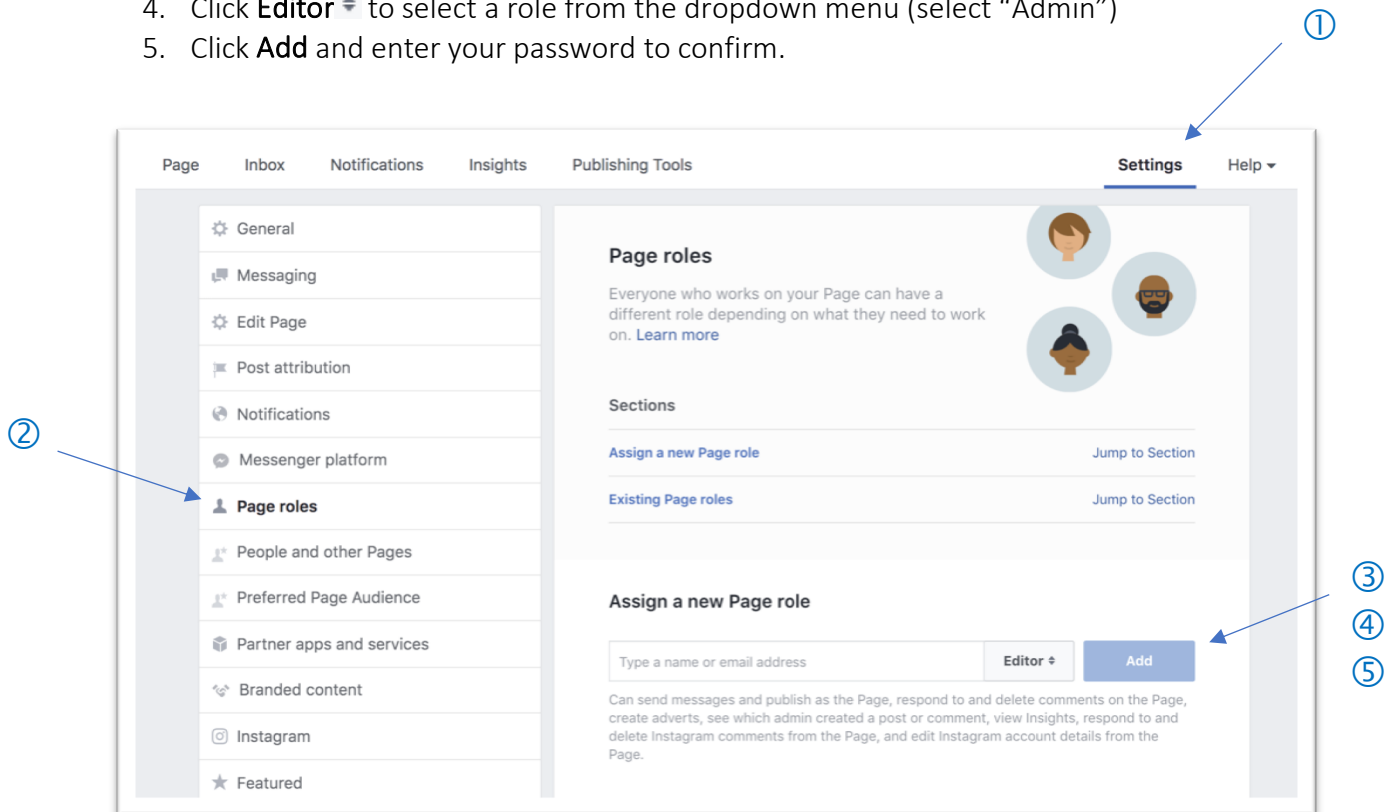


How to ... Grant Facebook Admin Access



If you're an admin:

1. Click **Settings** at the top of your Page
2. Click **Page Roles** in the left column
3. Type a name or email in the box and select the person from the list that appears.
4. Click **Editor** to select a role from the dropdown menu (select "Admin")
5. Click **Add** and enter your password to confirm.



To note:

- You need to do this on a PC, you cannot add Page Roles on your mobile
- If you're not friends with the person you're adding, they'll have to accept their friend request before they can start helping you manage your Page.