

# Google Analytics

<https://marketingplatform.google.com/about/analytics/>

## Step 1: Sign in to Google Analytics

- Kindly Click the image below and navigate to the **Google Analytics** website:



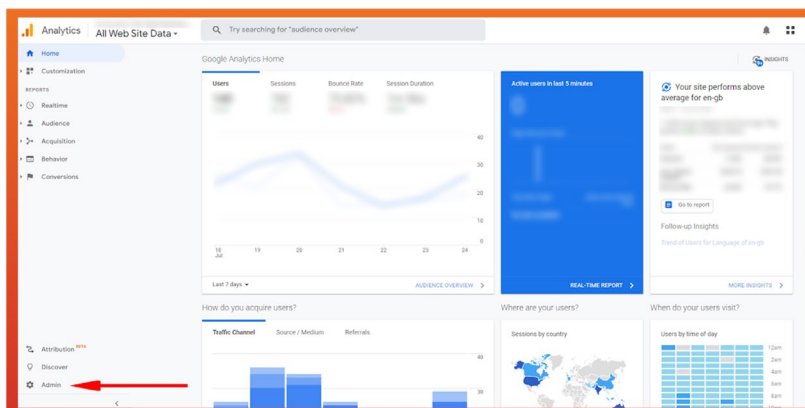
- Sign in using your email address and password associated with your Google Analytics account.

## Step 2: Access the Desired Google Analytics Property

- After signing in, you will land on the Google Analytics dashboard.
- Select the website property for which you want to add as a manager user.

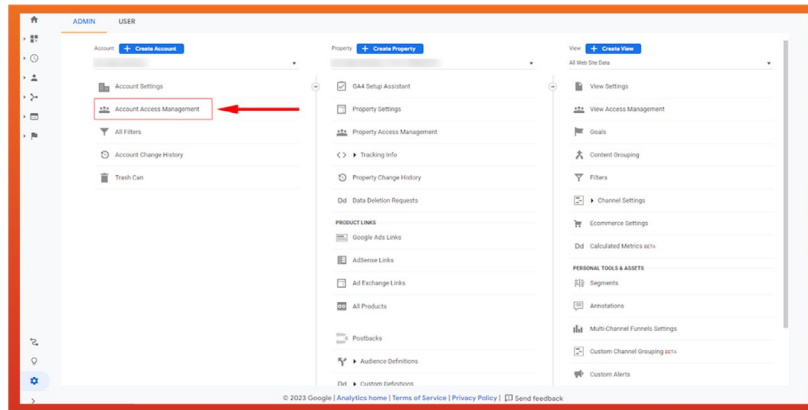
## Step 3: Go to the "Admin" Section

- On the left-hand side of the Google Analytics interface, click on the gear icon (Admin) located at the bottom left corner.



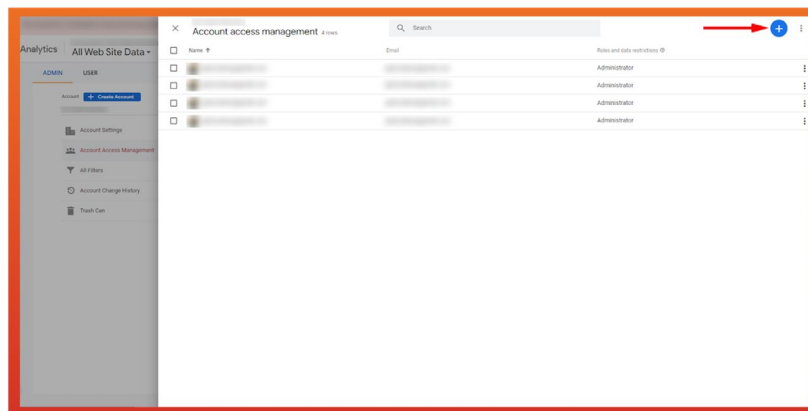
#### Step 4: Click on "Account Access Management"

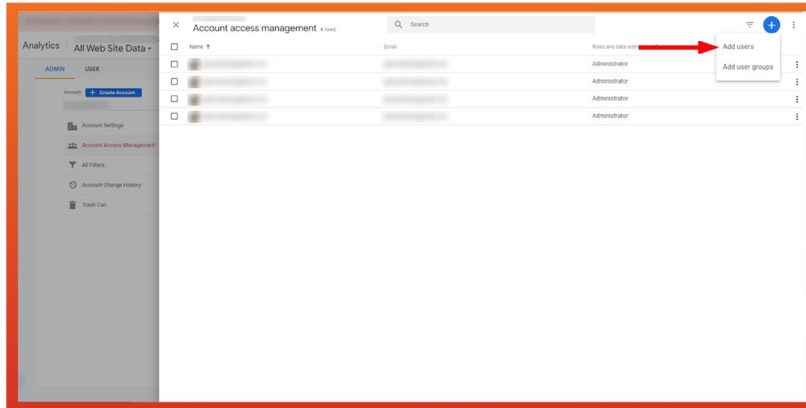
- Under the "Account" column, click on **"Account Access Management"**.



#### Step 5: Add a New User

- In the **"Account Access Management"** page, click on the **"+"**, which stands for **"Add permissions"**, at the top right corner.





## Step 6: Enter Email Address

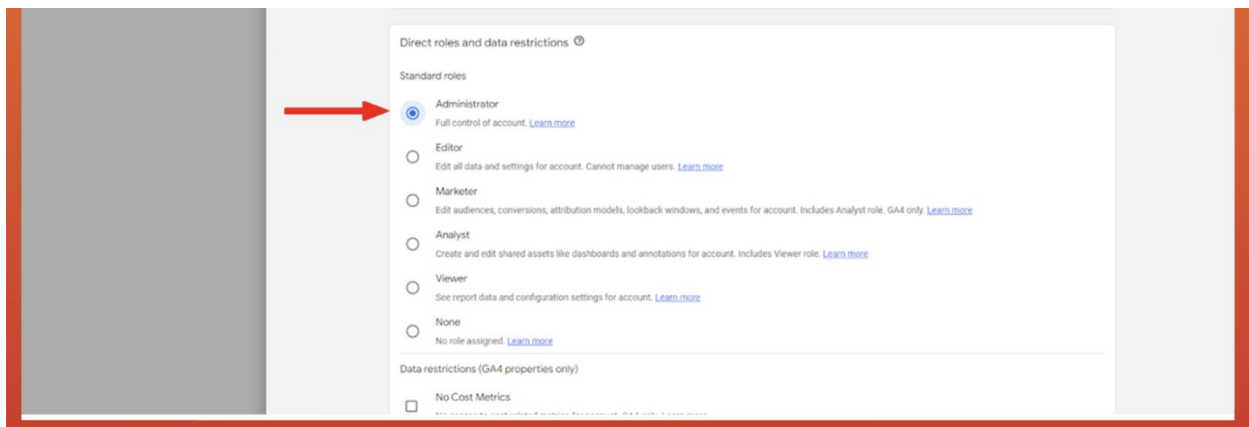
- In the "Add permissions" dialog box, enter email address:

[experts@dmemarketing.net](mailto:experts@dmemarketing.net)

[googleleads@dmemarketing.net](mailto:googleleads@dmemarketing.net)

## Step 7: Assign Permissions

- Choose the appropriate permission level for which is "Administrator"



## Step 8: Notify This User By Email

- Make sure the checkbox for "Notify this user by email" is selected.

### **Step 9: Click on "Add"**

- After selecting the permission level and ensuring the notification is enabled, click on the **"Add"** button to send the invitation.

Please remember that only the account owner or someone with administrative access can add or remove manager users. Rest assured, your Google Analytics data will remain secure.