

SETTING UP YOUR BUSINESS ACCOUNT

ALAMO DIGITAL AGENCY

STEP 1

Copy & Paste
<https://business.facebook.com/>

Log in to your account with your regular user name and password.

STEP 2

Type your business name or Create your business name.

Add name and Email and click finish

STEP 3


Set up "PAGE"

Click  Page

- Add Page
- Add your own page
- Type in your FB page name
- Click (Add Page)

STEP 4


Set up "Ad Account"


Click  Ad Account

- Create Ad Account
- Name Ad Account, Click Create Ad Account
- Add People (Skip)
- Ad Account is Created

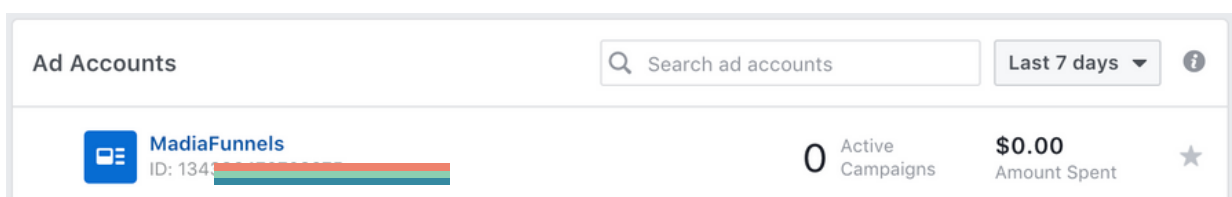
STEP 5

Set up "People"

Add People by Email Address in proper field. 

(If applicable)  People
Give them "Employee" role or "Admin" role depending on their role in the business.

DONE!



You did it! Congratulations!