

Granting Google Ads Access

Here are the steps to do this:

- Open your Google Ads account
- On the home page, navigate to the Admin option, then Access and security

The screenshot shows the Google Ads interface. On the left sidebar, the 'Admin' option (gear icon) is highlighted with a red box and labeled '1st' with a red arrow. A dropdown menu is open from the Admin icon, showing 'Account settings', 'Preferences', 'Notifications', and 'Access and security'. The 'Access and security' option is highlighted with a red box and labeled '2nd' with a red arrow. The main content area shows a table of campaigns with columns: Budget, Status, Cost, Impr., Clicks, CTR, Conve, Cost / conv., Conv. rate, Avg. CPC, and Bid strategy type. The table contains three rows of data.



Budget	Status	Cost	Impr.	Clicks	CTR	Conve	Cost / conv.	Conv. rate	Avg. CPC	Bid strategy type
\$30.00/day	Limited by budget	\$453.63	352	30	8.52%	4.00	\$113.41	13.33%	\$15.12	Manual CPD
\$15.00/day	Eligible	\$94.10	104	4	3.85%	2.00	\$47.05	50.00%	\$23.52	Maximize clicks
\$10.00/day	Eligible	\$93.58	276	7	2.54%	1.00	\$93.58	14.29%	\$13.37	Maximize clicks


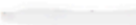
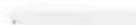
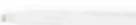
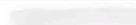
- Within the Access and Security section, locate the "**Users**" tab or option. Click on it to view the current users associated with the account

Access and security

Users Managers Security

This table shows the users that have access to this account. To manage users who manage billing, visit the ["Payments contacts" section](#) of "Billing & payments" settings.

  Add filter



User ↑	Last signed-in	Access level	Access expires	Email account type	Authentication method	Invited by	Added on	Actions
	Feb 26, 2025	Admin	Never	Business	2-Step Verification		Feb 19, 2025	Remove access
	Jun 17, 2025	Admin	Never	Personal	2-Step Verification		Feb 3, 2025	Remove access
	Jun 18, 2025	Admin	Never	Business	2-Step Verification		Feb 3, 2025	Remove access

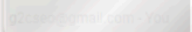
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- Click on the "**Plus**" button to Invite a New User

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  Add filter

User ↑	Last signed-in	Access level	Access expires	Authentication method	Invited by	Added on	Actions
	Jan 24, 2024	Admin	Never	2-Step Verification		Mar 10, 2021	Remove access

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- In the invitation form, enter the **email address** of the person you want to grant access to
- Choose the appropriate user role: Select **Admin** to give full control
- Click on **Send Invitation**

Invite others to access [redacted]

After your email invitation is accepted, they'll have access to LBS Septic Services. If they don't have a Google Account, they'll need to create one. [Learn more](#)

Email
[Email address]

Access Expires
[Never]

Select account access level
[hide detailed comparison](#)

	Email only	Billing	Read only	Standard	Admin
View campaigns and use planning tools			✓	✓	✓
Edit campaigns				✓	✓
View [redacted] information		✓	✓	✓	✓
Edit billing information		✓		✓	✓
View [redacted]	✓		✓	✓	✓
Edit reports			✓	✓	✓
View [redacted] and product links			✓	✓	✓
Add [redacted] only users			✓	✓	✓
Edit users, managers, and product links					✓

Send invitation Cancel

- The person you invited will receive an **email notification** with instructions on how to accept the invitation. They need to follow the provided link to accept the invitation
- The person accepting the invitation will be prompted to sign in with their Google account or create a new account if they don't have one. Once signed in, they must accept the invitation to access your Google Ads account