Sharing a Google Analytics Account [EN]

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Web Version

1) Connect to your Google Analytics account using <u>http://google.com/analytics</u> and click on the right at the top of the screen to select the Google Analytics product.

Google Analytics 360 Suite	^
Google Analytics Premium	
Adometry by Google	
Google Analytics	
Google Tag Manager	

2) Go to the account you want to share and, in Admin, select the account to be transferred.



3) Click on *User* Management, then in the field labeled *Add permissions for* enter indexwebmarketing@gmail.com and check the box that says "Notify this user by email."

Add permissions for: indexwebmarketing@gmail.com	Edit, Collaborate, Read & Analyze 🔻
User e-mail that is registered in Google accounts	
✓ Notify this user by email	
Add Cancel	

4) Check 4 boxes (Edit, Collaborate, Read & Analyze). Sometimes, we also need permission for "Manage Users."



5) Click the *Add* button. Congratulations! You have successfully shared a Google Analytics account!