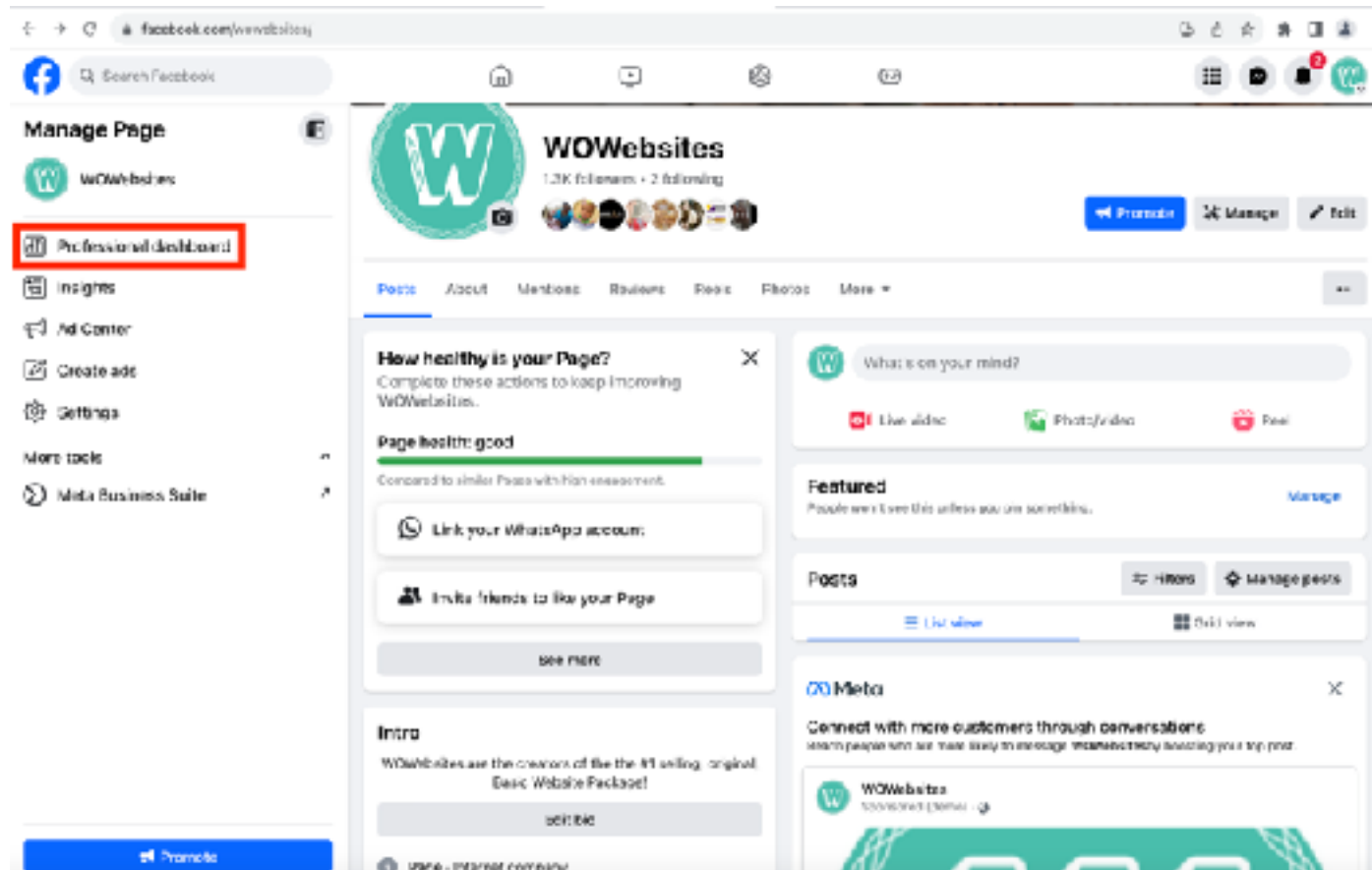


How to Add Full Control to your FB Page

Step 1: Login to your FB page, click on "professional dashboard"



Step 2: Scroll down until you see, "Page Access" and click on it

The screenshot shows the Facebook Professional dashboard. On the left sidebar, the 'Page access' option is highlighted with a red rectangle. The main content area displays a 'Welcome to professional dashboard' banner, followed by a 'Page Overview' section with statistics: 1,331 followers, 112 post reach, 23 post engagement, and 0 new followers. Below this is a 'Recent content' section showing two posts with their respective reach and engagement. On the right, there is a section titled 'To grow your audience, finish setting up your Page' with a progress bar and three steps: 'Establish your Page's identity', 'Provide info and preferences', and 'Introduce your Page'.

Professional dashboard

Welcome to professional dashboard
Insights, management tools and ad creation - all in one place.

Page Overview
Followers: 1,331
Last 28 days

Post reach	Post Engagement	New followers
112	23	0

Recent content
Last 28 days

Post reach	Engagement
38	0
21	0
44	6

To grow your audience, finish setting up your Page
Adding more details can help more people connect with you.
11 of 13 steps completed

- Completed: Establish your Page's identity
- 1 step left: Provide info and preferences
- 1 step left: Introduce your Page

Step 3: Click on "Add new"

The screenshot shows the Facebook 'Settings' page for a page manager. The left sidebar contains the 'New Pages Experience' menu with options like 'Page access', 'Page Management History', 'Page quality', 'Page Recommendation', 'Advanced Messaging', 'Conversation Routing', 'Data sharing', 'Issues, Electoral or Political Ads', 'Facebook Badges', and 'Branded content'. The main content area is titled 'Manage and view access' and is divided into several sections: 'People with Facebook access' (listing AJ Coloma, Martin Mercado, and Madeline Ramos), 'People with task access' (with an 'Add New' link), 'Community Managers' (with a 'Manage' link), 'Business Account access' (listing WU Websites.com and WU Websites Facebook Page), and 'Partner with access'. A red arrow points to the 'Add New' button in the 'People with Facebook access' section.

facebook.com/settings/tab:profile_access

Search Facebook

Settings • New Pages Experience

New Pages Experience

- Page access
- Page Management History
- Page quality
- Page Recommendation
- Advanced Messaging
- Conversation Routing
- Data sharing
- Issues, Electoral or Political Ads
- Facebook Badges
- Branded content

Manage and view access

People with Facebook access

[Add New](#)

- AJ Coloma
Page Deletion, Permissions, Content, Messages and calls, Community Activity, Ads, Insights
- Martin Mercado
Page Deletion, Permissions, Content, Messages and calls, Community Activity, Ads, Insights
- Madeline Ramos
Page Deletion, Permissions, Content, Messages and calls, Community Activity, Ads, Insights

People with task access

[Add New](#)

Community Managers

Community managers can moderate chat comments, suspend or remove people who violate community standards and see all admins of this Page.

[Manage](#)

Business Account access

- WU Websites.com
Meta Business Account (ID: 699451175637574)
- WU Websites
Facebook Page

Partner with access

Step 4: Turn on the switch for, "Allow this person to have full control" and then click on "Give Access"

