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Login to ads.twitter.com

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If you have more than one ad account, please select the desired ad account. This ad account number should be given by your Twitter representative.


Ad account number should look like this 18ce54yu8fh

Select an account


Welcome, [redacted]

Please select which advertising account you want to work with.

☒ Remember my selection next time



ID: 18ce54yu8fh



ID: 18ce54yuuuq



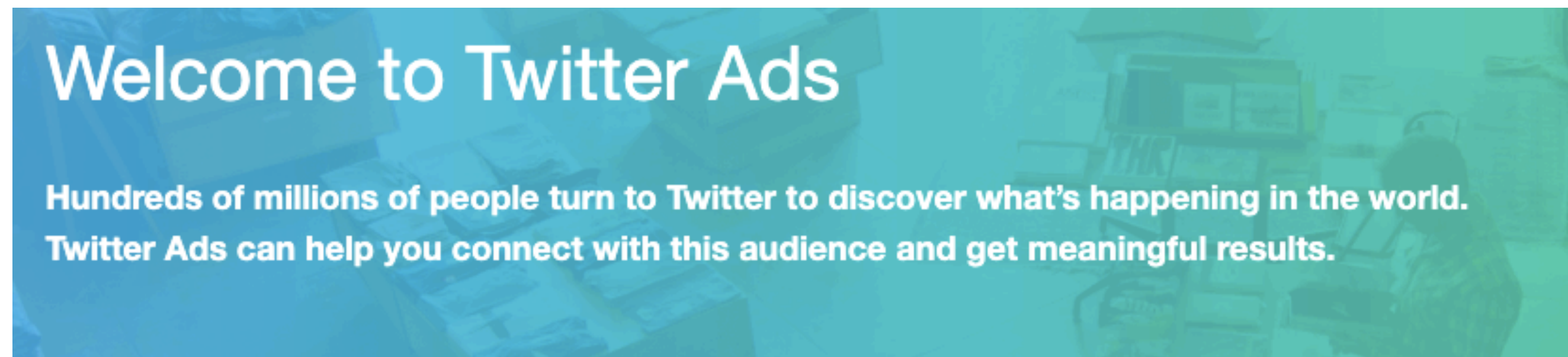
ID: 18ce54p9tfu

3

Select your desired timezone

Reporting and campaign start / end date will be based on selected timezone

**** Once timezone has been selected cannot be reversed****



We need some additional info to get started

Once set, your country and time zone preference cannot be changed. This information will be used to determine your billing currency, account reporting, and any applicable taxes.

Country

United States

Time zone

(GMT-07:00) Los Angeles Tim

Your bidding and billing currency is USD.

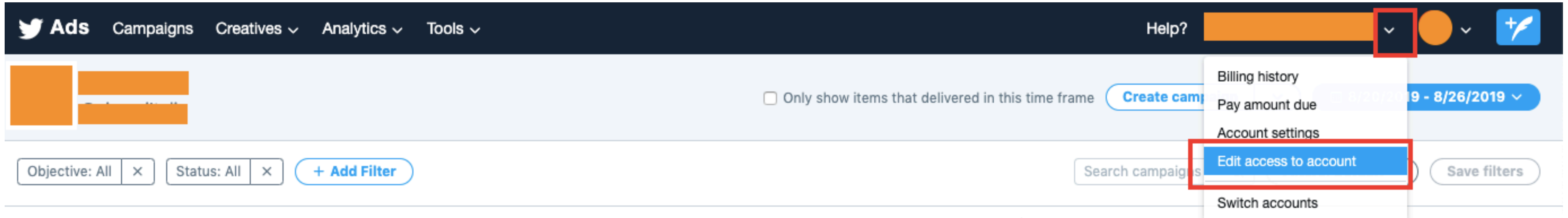
Let's go

Note: If you require a different timezone account, please reach out to your Twitter sales representatives in advance as this would require a different set up

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From the ad dashboard interface, click the drop down menu on top right

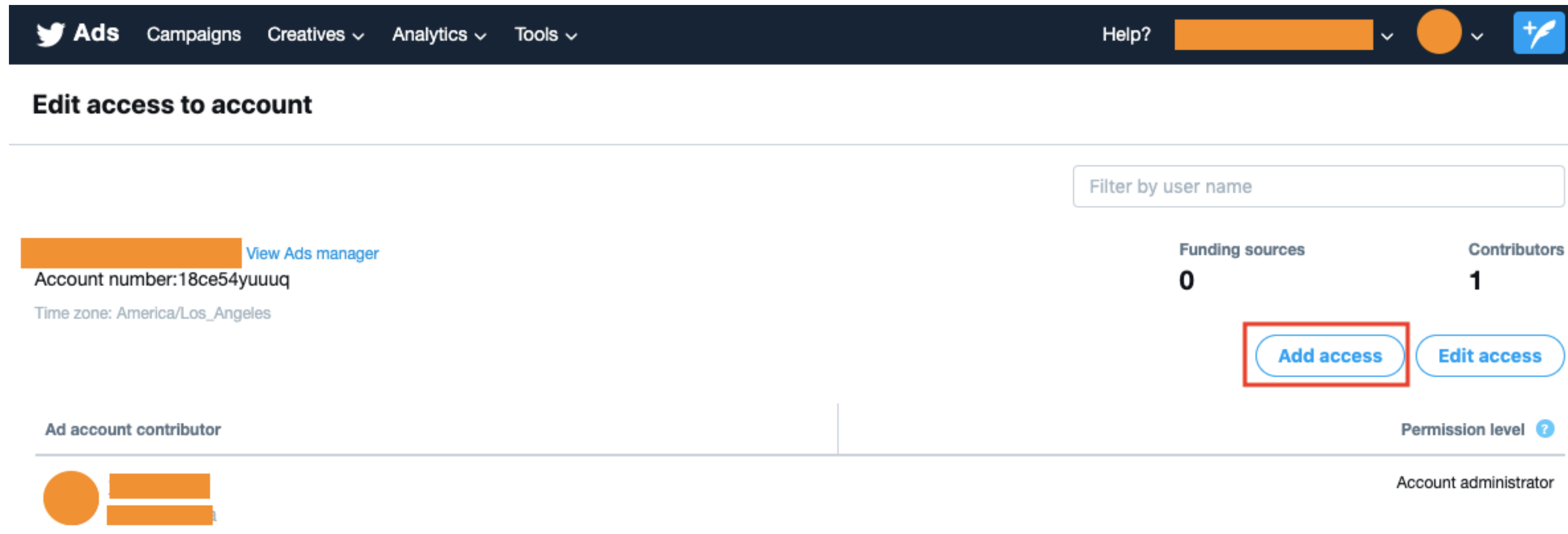
Select “Edit Access To Account”



The screenshot shows the Twitter Ads dashboard interface. The top navigation bar is dark blue with the Twitter logo, 'Ads', and links for 'Campaigns', 'Creatives', 'Analytics', and 'Tools'. On the right, there is a 'Help?' link, a user profile picture, and a dropdown menu icon. The dropdown menu is open, showing options: 'Billing history', 'Pay amount due', 'Account settings', 'Edit access to account' (highlighted with a red box), and 'Switch accounts'. Below the navigation bar, there are filters for 'Objective: All' and 'Status: All', a '+ Add Filter' button, a search bar for 'Search campaigns', and a 'Save filters' button. A date range filter is also visible, set to '8/20/2019 - 8/26/2019'.

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Select “Add Access”



The screenshot shows the 'Edit access to account' page. The top navigation bar is the same as in the previous screenshot. Below the navigation bar, the page title 'Edit access to account' is displayed. There is a search bar labeled 'Filter by user name'. On the left, there is a section for account details: 'Account number: 18ce54yuuuq' and 'Time zone: America/Los_Angeles'. On the right, there are two columns: 'Funding sources' with a count of '0' and 'Contributors' with a count of '1'. Below these columns are two buttons: 'Add access' (highlighted with a red box) and 'Edit access'. At the bottom, there is a table with columns for 'Ad account contributor' and 'Permission level'. The 'Ad account contributor' column shows a user profile picture and name. The 'Permission level' column shows 'Account administrator'.

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Input the @handle name that will require access to your ad account

Example: @victoriawongwj will be managing your account

There are different levels of access, and we would advise granting **‘Ad Manager’** for agency access

Also, please ensure that the check box for **“Can Compose Promotable Tweets”** is enabled if the access require to build a dark post tweet. We recommend to have this checked.

Edit access to account

Filter by user name

View Ads manager

Account number:18ce54yuuuq

Time zone: America/Los_Angeles

Funding sources

0

Contributors

1

@victoriawongwj

Ad manager

☒ Can compose promotable tweets

Cancel

Save changes

Permission level ?

Account administrator

Victoria Wong @VictoriaWongWJ

victoriawongwj @victoriawongwj1

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There are 5 different levels of access, and each with a different set of permissions.

	Account Administrator	Ad Manager	Creative Manager	Campaign Analyst	Organic Analyst
View analytics.twitter.com	✓	✓		✓	✓
View campaign data and pull reports	✓	✓		✓	
Create and edit paid campaigns	✓	✓			
Add/remove users to an ad account	✓				
Modify payment method	✓				
Modify creatives	✓	✓	✓		
Create promoted-only Tweets*	✓	✓	✓		

*Account Admins, Ad Managers, and Creative Managers need a special permission that enables creating promoted-only tweets.