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Add User - Brand Admin

Add User - Brand Manager

Add User - Brand Reporting Manager

A reporting manager will only be able to access the reports.

Follow these steps to add an Brand Reporting Manager:

Step 1: To add a new user click on **+** sign:

Step 2: Enter the following details:

Field	Description
Name	Enter the name of the Brand Reporting Manager
Email	Enter the Email ID of the Brand Reporting Manager
Mobile	Enter the mobile number of the Brand Reporting Manager
IM ID	The Skype, GTalk or WeChat ID of the point of contact

Step 3: To update the details click on Save.

Still need help? Contact us : support@xapads.com

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