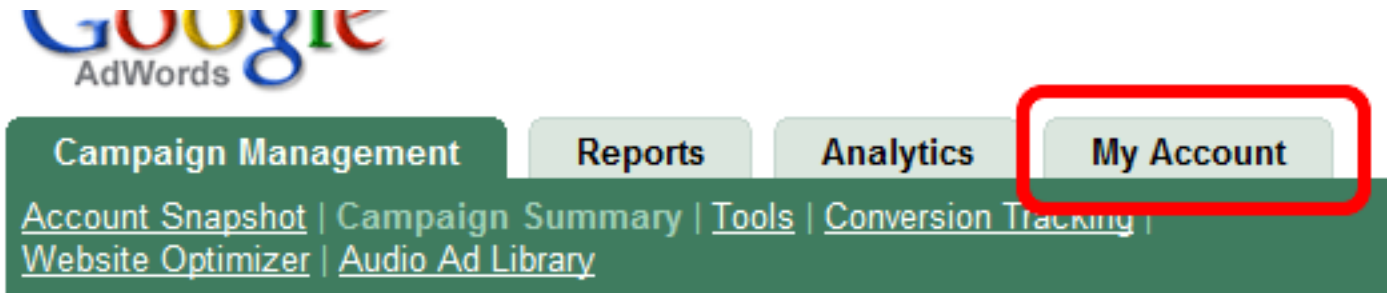


Granting Limited Access To Adwords

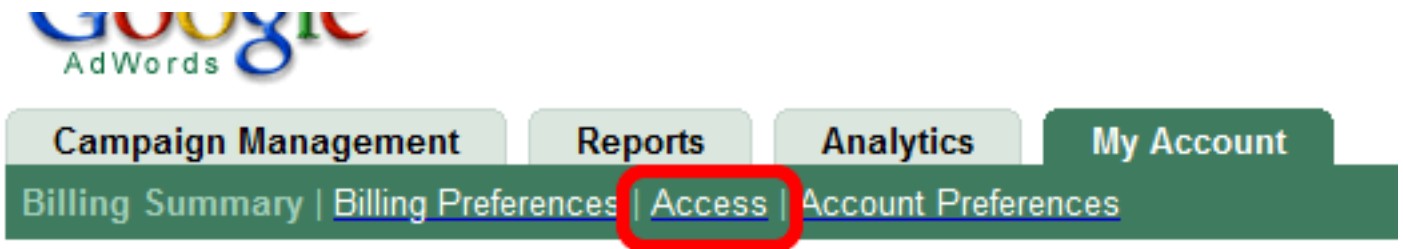
Granting Limited Access To Adwords

Go To My Account Tab In Adwords



Click on the "My Account" tab.

Go To Access Link



Click the "Access" link.

Invite Users



Campaign Management

Reports

Analytics

My Account

[Billing Summary](#) | [Billing Preferences](#) | [Access](#) | [Account Preferences](#)

Access to this AdWords Account

If you manage this AdWords account with others, see who has access to sign in. Note that users with access to this AdWords account also have access to the associated AdSense account. Invite others to create their own login email and password to access this account by clicking 'Invite other users.' [Learn more](#)

+ [Invite other users](#)

AdWords User

Access Level

Click The "Invite other users" link.

Add User Info and Restrictions



Campaign Management

Reports

Analytics

My Account

[Billing Summary](#) | [Billing Preferences](#) | [Access](#) | [Account Preferences](#)

[Access](#) > Invite Others to Access this Account

Invite Others to Access this Account

[Specify recipients](#) > [Personalize your invitation](#) > [Review and send](#) > [Await a response](#)

First, send invitations to people to access this AdWords account.

Next, your invitee accepts your invitation and creates a personal login to AdWords. Finally, we'll notify you when your invitee responds. If they accept, you must confirm and grant the invitee access to your account through the Access page.

Who would you like to invite?

Email address:

Name (optional):

Choose the access level for your invited user:

- Administrative Access**
An administrative access user can invite or disable user access, and modify all aspects of an AdWords account including billing settings and keywords.
- Standard Access**
One access level below administrative, a standard access user can modify keywords, ad groups, campaigns, CPCs, and daily budget, but can't invite or disable a user's access to the account.
- Reports Access**
A reports access user only has the ability to create and run reports.

Invite the person you want to manage your account. Normally you will give "Standard Access" to someone so that they can modify campaigns, but can't modify your account information or preferences.



Campaign Management

Reports

Analytics

My Account

[Billing Summary](#) | [Billing Preferences](#) | [Access](#) | [Account Preferences](#)

[Access](#) > Invite Others to Access this Account

Invite Others to Access this Account

Specify recipients > **Personalize your invitation** > Review and send > Await a response

Your name (optional)

Add a personal message or explanation to appear at the top of the invitation. (optional)

▶ [Preview the invitation](#)

« Back

Continue »

You don't need to do anything here, you can just click "Continue"

Send Invitations

This invitation expires on Sep 5, 2008.

If clicking the link above does not work, click on the link in a new browser window instead.

If you have received this invitation in error, please click on the link above to cancel the invitation. If clicking the link above does not work, click on the link in a new browser window instead.

For more information, please visit our frequently asked questions page.

Please note: Even if you already have access to the account, it's a good idea to create your own login email address. This gives you more control over your personal information.

Sincerely,

The Google AdWords Team

« Back

Send Invitations

Click "Send Invitations" and you're done. Now you just have to wait for them to accept and you have to approve them.