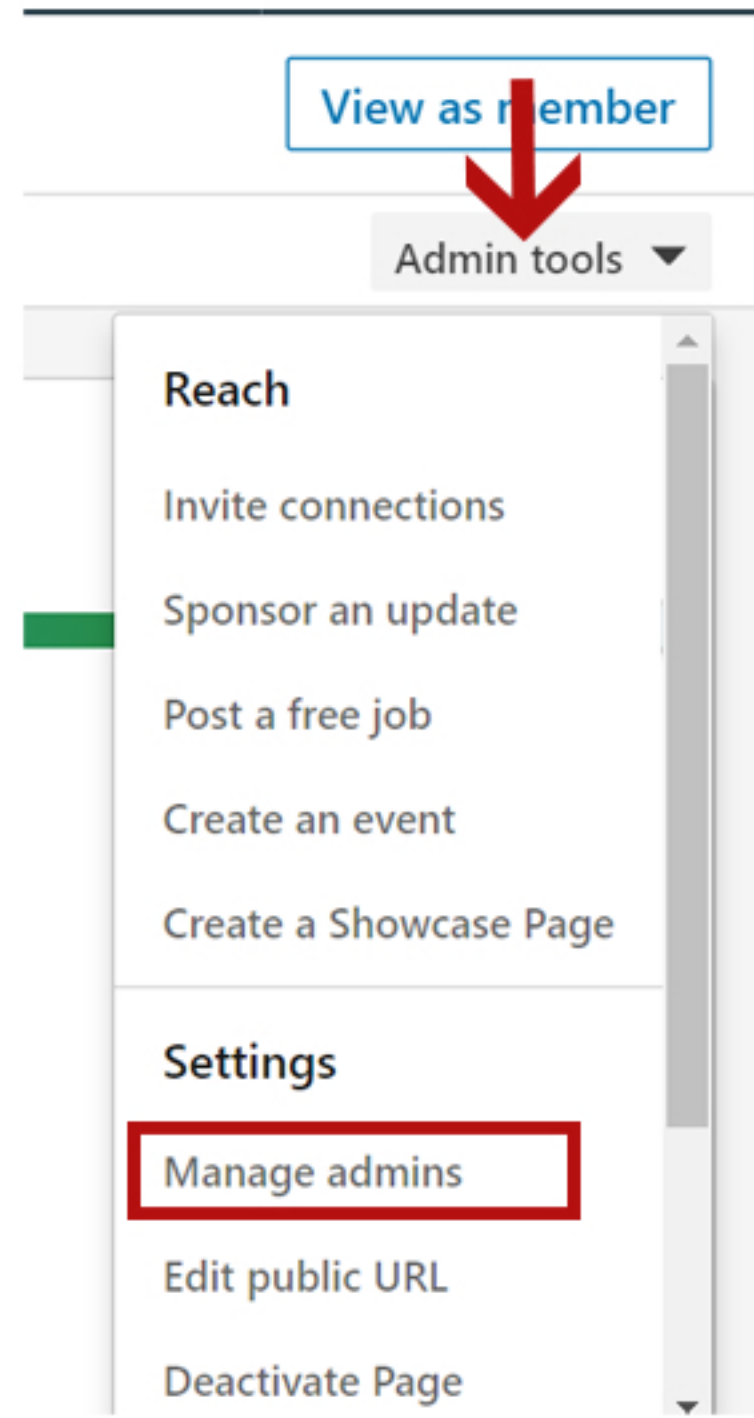


How to Add an Admin to a LinkedIn Company Page

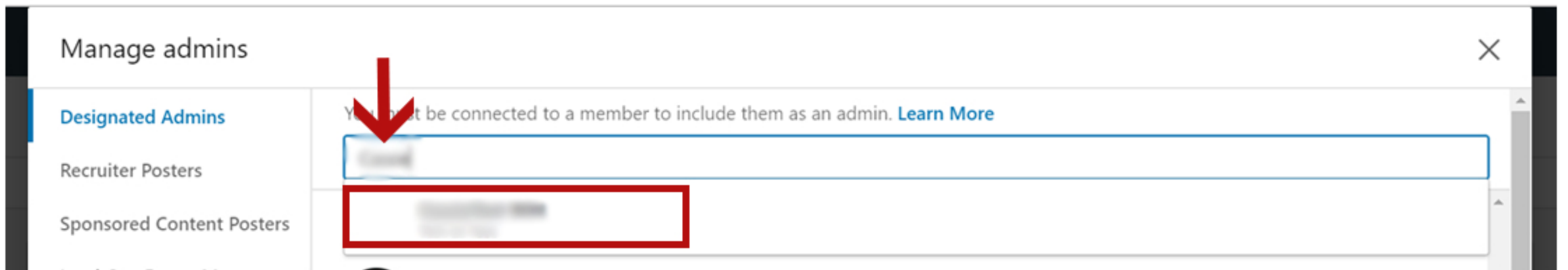
These instructions pertain to the Desktop Version of LinkedIn.

1. Login to LinkedIn and make sure you are connected with the person you want to make an admin.
If you have to send a connection request, then you may need to wait a while before moving to the next step.

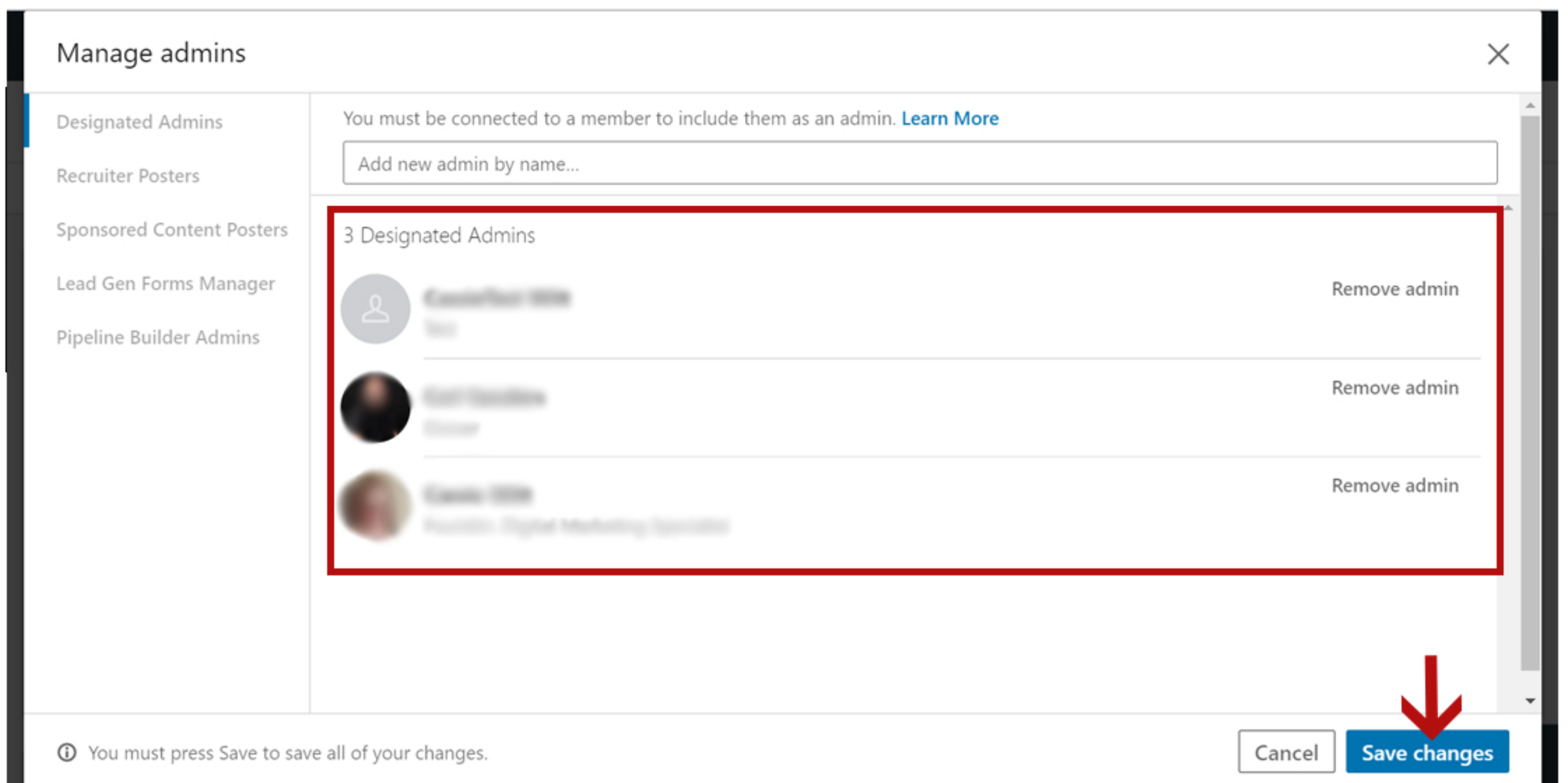
2. Navigate to your Page, click the “Admin Tools” dropdown at the top right, and then click on “Manage admins” in the Settings section.



3. A Window will pop-up. Start typing the name of the new admin in the top box. A dropdown of possible options matching the information you typed in will appear. Choose the one that is correct.



4. The new admin will appear in the list of Designated Admins. Click “Save changes” to save the new admin.



Congrats! You're done! :)

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