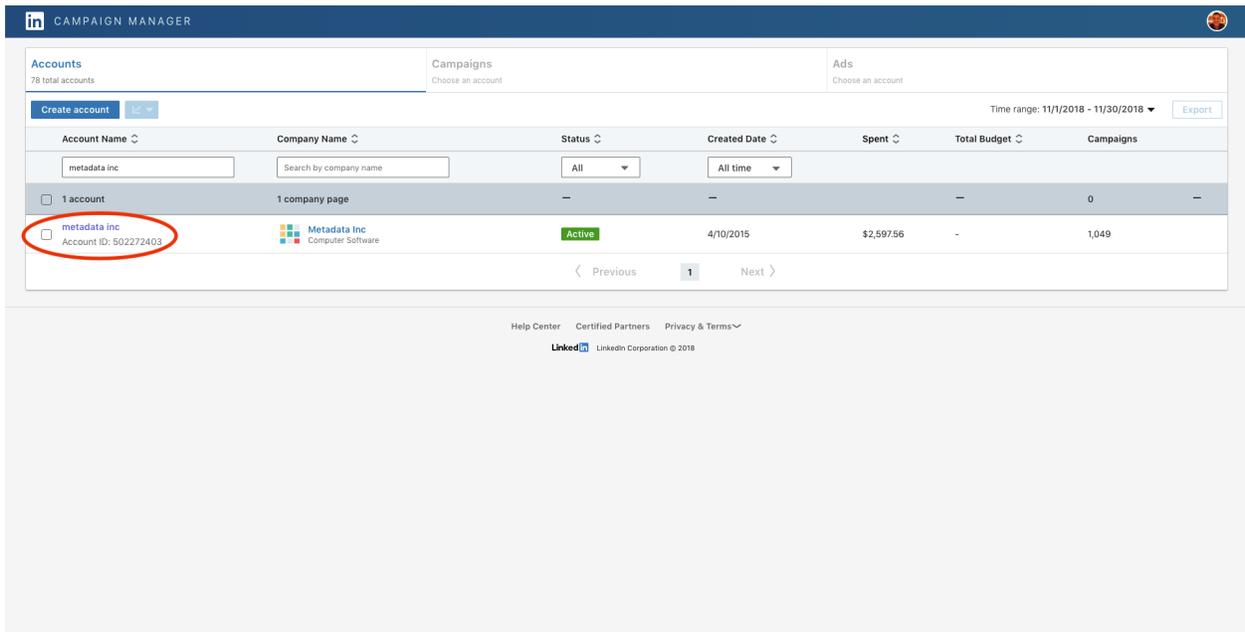


Campaign Manager - Ad Account Permission

1. Go to LinkedIn Campaign Manager. (<https://www.linkedin.com/ad/accounts>)
2. Click on your LinkedIn Ad Account.



The screenshot displays the LinkedIn Campaign Manager interface. At the top, there are three tabs: 'Accounts' (78 total accounts), 'Campaigns' (Choose an account), and 'Ads' (Choose an account). Below the tabs, there is a 'Create account' button and a 'Time range' dropdown set to '11/1/2018 - 11/30/2018'. The main content is a table with the following columns: Account Name, Company Name, Status, Created Date, Spent, Total Budget, and Campaigns. The table contains one row for 'metadata inc' (Account ID: 502272403), which is circled in red. The account is associated with 'Metadata Inc Computer Software', has a status of 'Active', was created on 4/10/2015, has spent \$2,597.56, and has a total budget of 1,049. The footer includes links for 'Help Center', 'Certified Partners', and 'Privacy & Terms', along with the LinkedIn logo and 'LinkedIn Corporation © 2018'.

Account Name	Company Name	Status	Created Date	Spent	Total Budget	Campaigns
metadata inc	Search by company name	All	All time			
1 account	1 company page	-	-	-	-	0
metadata inc Account ID: 502272403	Metadata Inc Computer Software	Active	4/10/2015	\$2,597.56	-	1,049

3. Click on the gear icon on the top right --> Manage access.

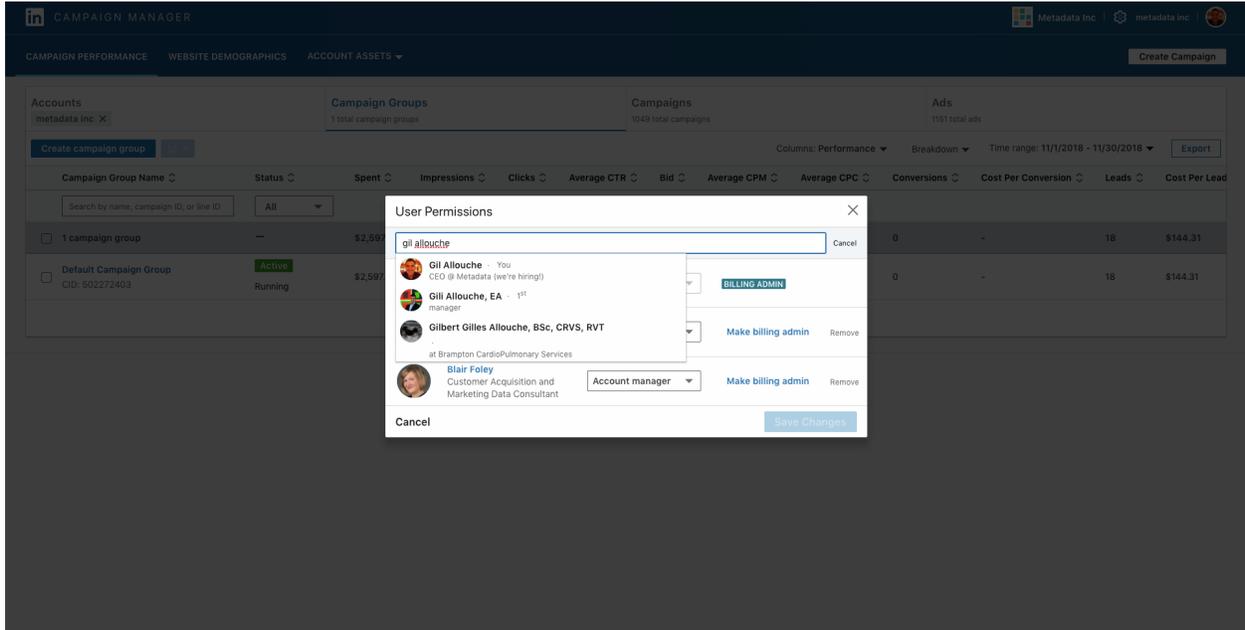
The screenshot shows the LinkedIn Campaign Manager interface for the account 'metadata inc'. The top navigation bar includes 'CAMPAIGN PERFORMANCE', 'WEBSITE DEMOGRAPHICS', and 'ACCOUNT ASSETS'. The main content area is divided into four tabs: 'Accounts', 'Campaign Groups', 'Campaigns', and 'Ads'. The 'Campaign Groups' tab is active, showing a table with columns for Campaign Group Name, Status, Spent, Impressions, Clicks, Average CTR, Bid, Average CPM, Average CPC, Conversions, Cost Per Conversion, Leads, and Cost Per Lead. A dropdown menu in the top right corner is open, showing options like 'Edit account details', 'Manage access' (circled in red), 'Billing History', and 'Contact settings'.

4. Click edit --> Add user to account

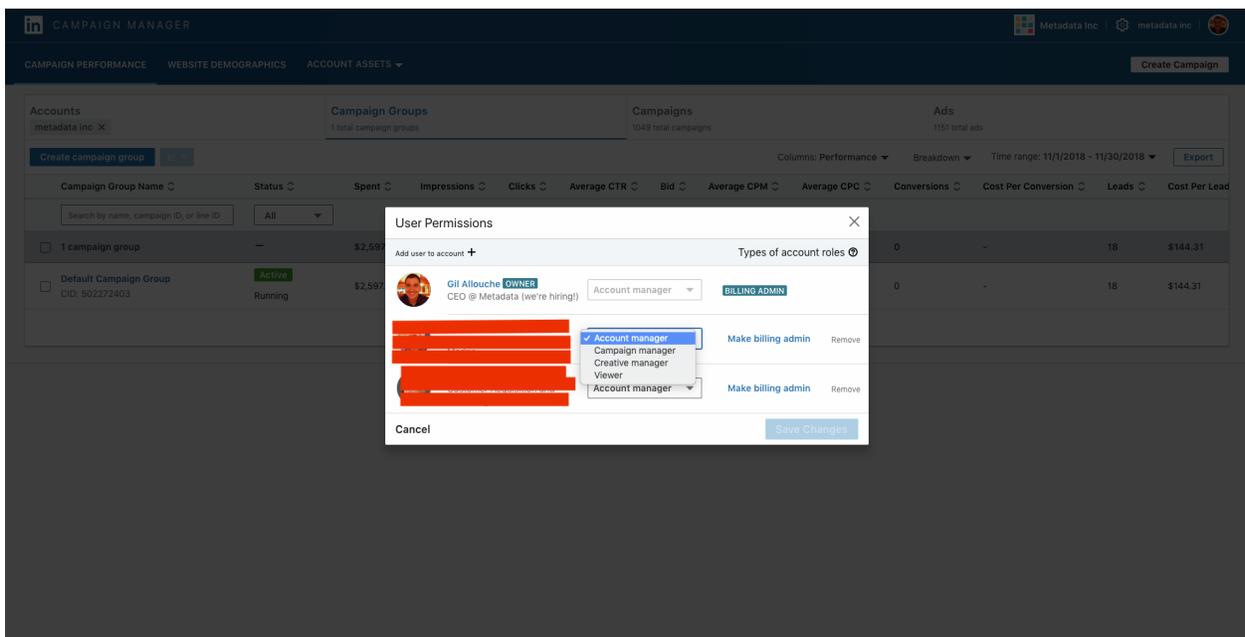
The screenshot shows the LinkedIn Campaign Manager interface with the 'User Permissions' dialog box open. The dialog box has a title 'User Permissions' and a close button. Below the title, it says 'Users with access to: metadata inc' and 'Edit' (circled in red). The dialog box lists three users with their roles and permissions:

User Name	Role	Permissions
Gil Allouche	OWNER	Account manager, BILLING ADMIN
Yan Manevich	Account manager	
Blair Foley	Account manager	

5. Type in **Mazdak Mohammadi** (you must become connections first) and then click Enter.



6. Assign Account Manager permission/access.

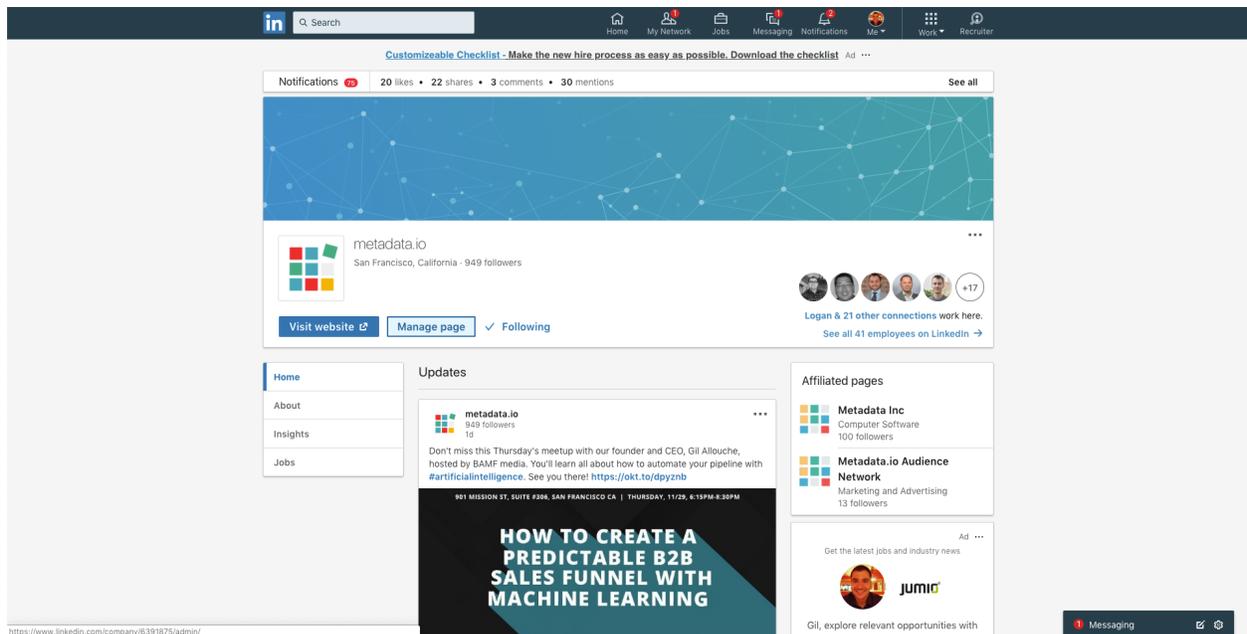


7. Click Save Changes.

LinkedIn Company Page Level Permission

*Prerequisite**:* If you haven't received a connection request from Malika Kennedy, please add her as a connection on LinkedIn and proceed to the steps once connected.

1. Sign in to LinkedIn. <https://www.linkedin.com/>
2. Go to your company page associated with your LinkedIn ad account.
3. Click Manage Page.



4. Click on Admin Tools --> Manage Admins

The screenshot shows the LinkedIn Page Admin interface for 'metadata.io'. The 'Settings' dropdown menu is open, and the 'Manage admins' option is highlighted with a red circle. A 'New' button is visible next to 'Manage admins'. Other options in the menu include 'Reach', 'Invite connections', 'Sponsor an update', 'Post a free job', 'Create an event', 'Create a Showcase Page', 'Edit public URL', 'Deactivate Page', 'View Help Center', 'Give feedback', and 'View Pages terms'.

5. Add **Mazdak Mohammadi** as an admin to the following:

- Super Admin
- Sponsored Content Poster (Under Paid media admins)
- Lead Gen Forms Manager (Under Paid media admins)

The screenshot shows the 'Admin Roles' section of the LinkedIn Page Admin interface. The 'Paid media admins (25)' tab is selected. A red arrow points to the '+ Add paid media admin' button. Below this, a table lists existing roles:

Profile	Roles	Actions
[Redacted]	Lead gen forms manager Sponsored content poster	[Edit] [Delete]

6. Click save changes.

