# HOW TO ADD A USER TO YOUR GOOGLE CONSOLE ACCOUNT

You must be a property owner (or an owner of a parent property) to add or remove a user.

To add info@magnetmarketingseo.com as a new user follow these steps:

1. Goto Search Console https://search.google.com/search-console/
2. Choose the applicable property in Search Console (if you have more than 1).
3. Click the Settings icon ⚙ in the navigation pane.
4. Click Users & permissions.
5. Click **Add user** and select the permissions to grant the user. Type the Google Account name (info@magnetmarketingseo.com) of the new user.
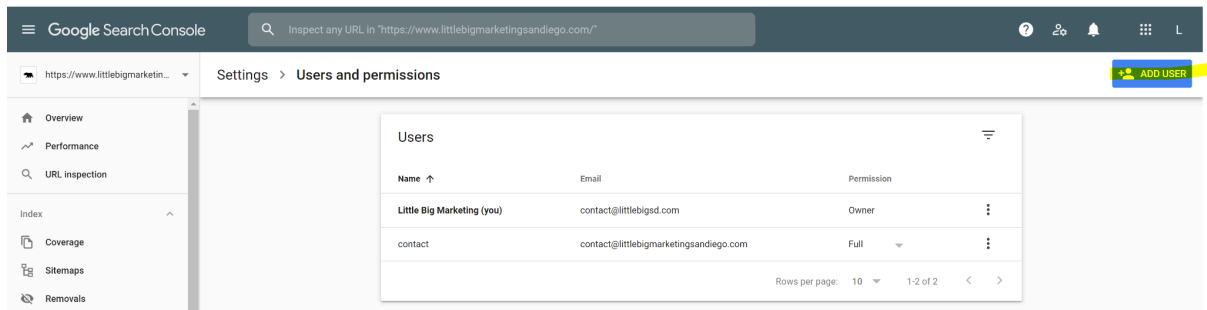
6. Choose the permission level to grant the user.
7. Click add.