

# Adding an Admin to Your Facebook Fan Page


## Step 1: Go to your Facebook fan page

A list of all the pages you manage can be found at this link:

<https://www.facebook.com/bookmarks/pages>


## Step 2: Click Settings

Once Facebook directs you to your fan page, click “Settings” located on the right side of your screen above your Facebook cover image.

nd or type unknown

## Step 3: Click “Page Roles”


Click “Page Roles” on the left side of your screen under the section “General”.

nd or type unknown

## Step 4: Add an admin


To add an administrator, type the name or email of the person you want. Here, you can assign different roles to different people. For example the purpose of what is necessary here we will select Admin

After assigning roles, click “Save”.

nd or type unknown


## Step 5: Re-enter password

For safety purposes re-enter your password. Click “Submit”.

nd or type unknown

## Step 6: You're done!

The people with roles you've assigned will appear on your Page Roles page under the "Existing Page Roles" section such as this:

 and or type unknown

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