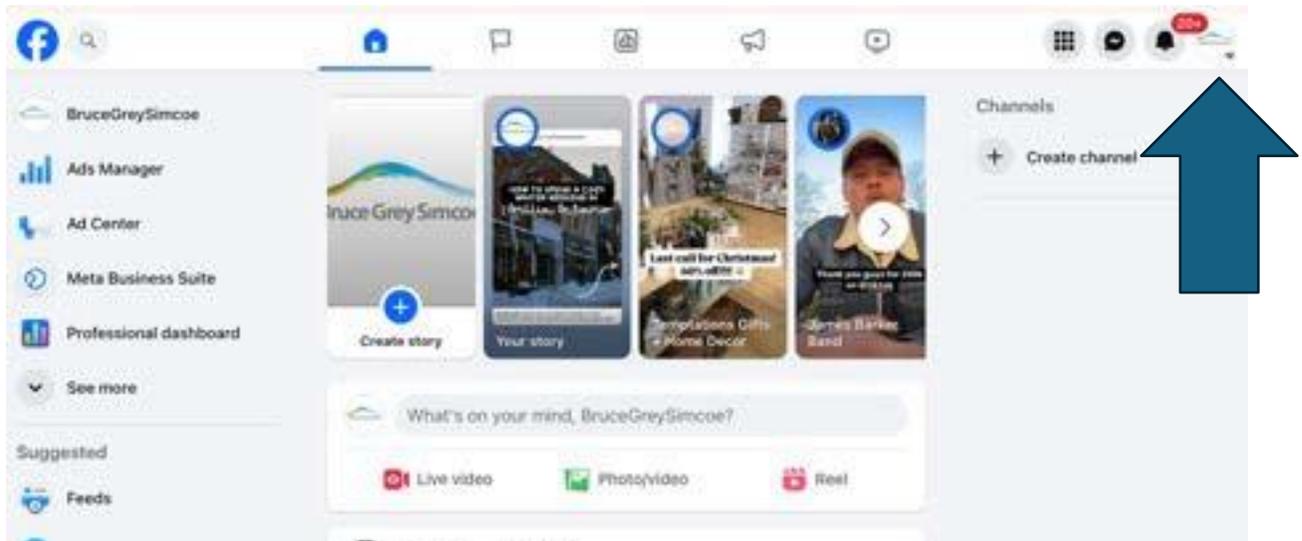


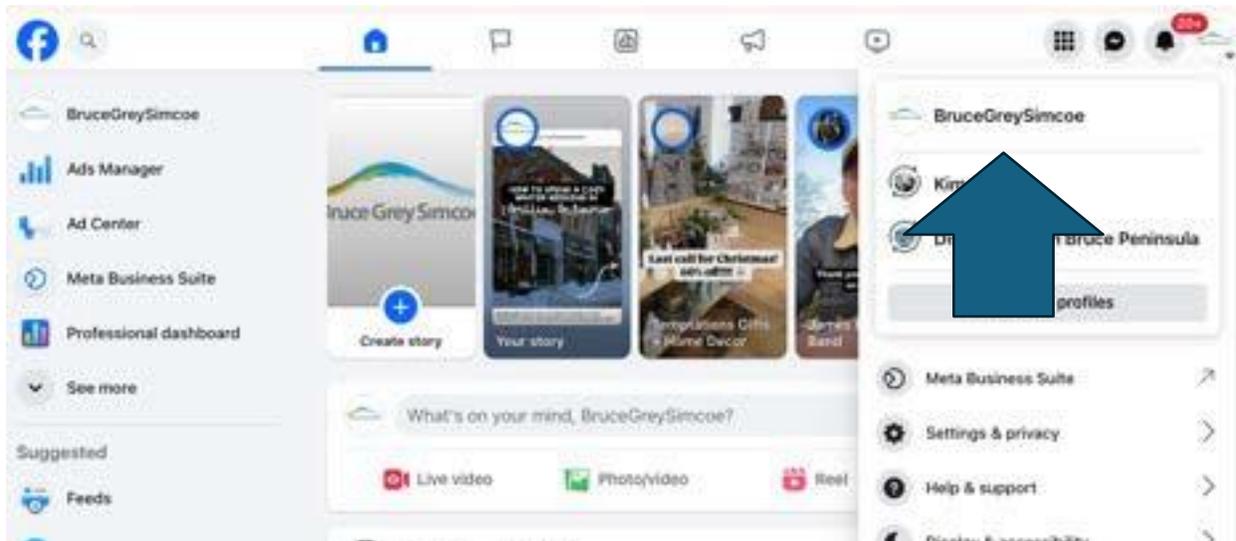
To launch the campaign, you will need to allow The Aber Group to act as an advertiser on your page. In Facebook, **only individuals with “full control”** (not partial) will be able to accept or assign task access.

It's important to follow these steps to find the request for access. First, you need to determine your page access to confirm full control.

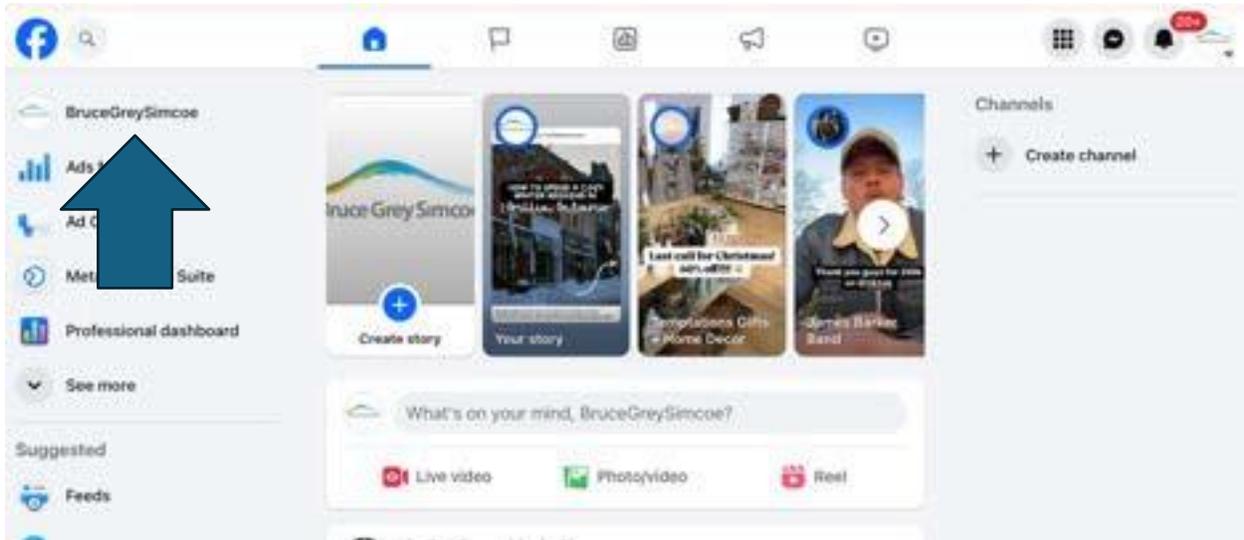
1. Log into Facebook, then click your **profile photo** in the *top right*.



2. Click see **all profiles**, then select the page you would like to switch into



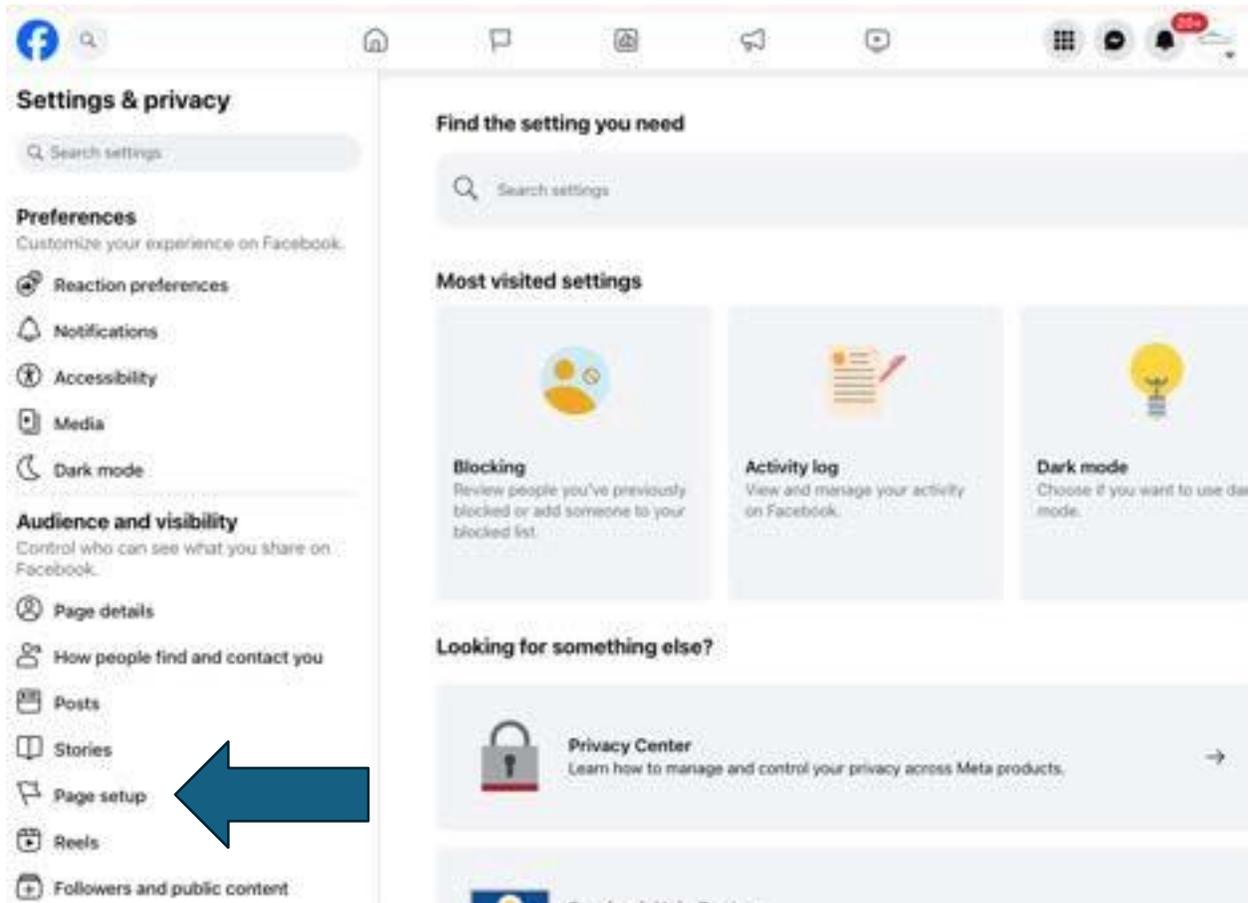
3. Click your **Page profile photo** on the top *left side* to go onto your Facebook Page



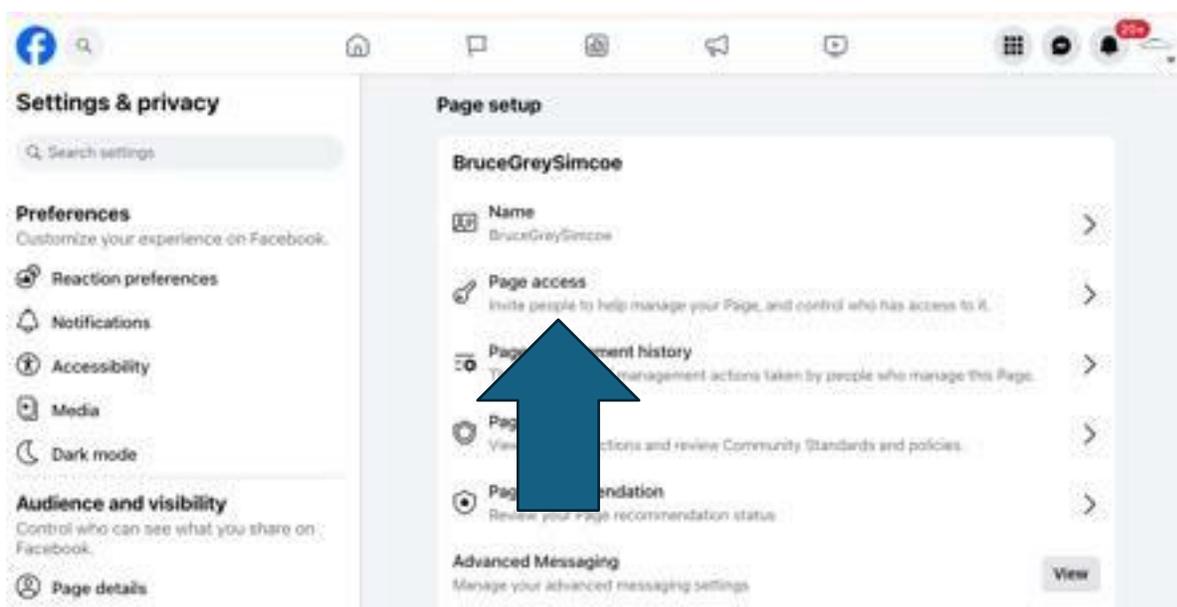
4. On the left bar that now appears, click **settings**



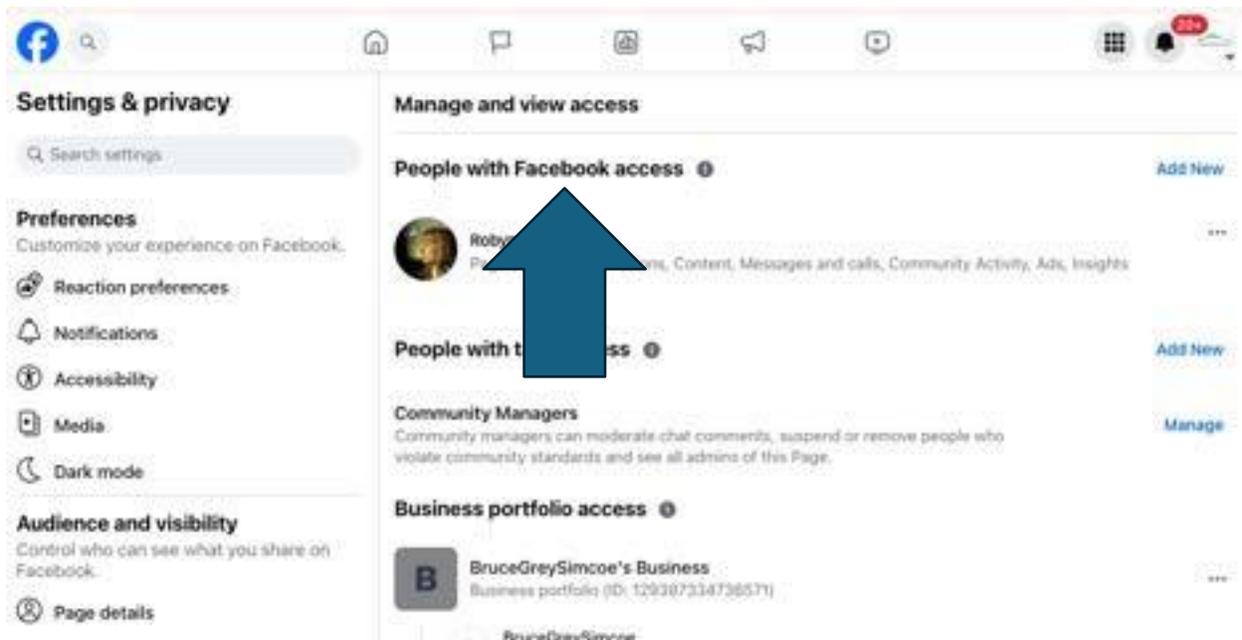
5. From there, in the *Audience and visibility* menu, select **Page Setup**



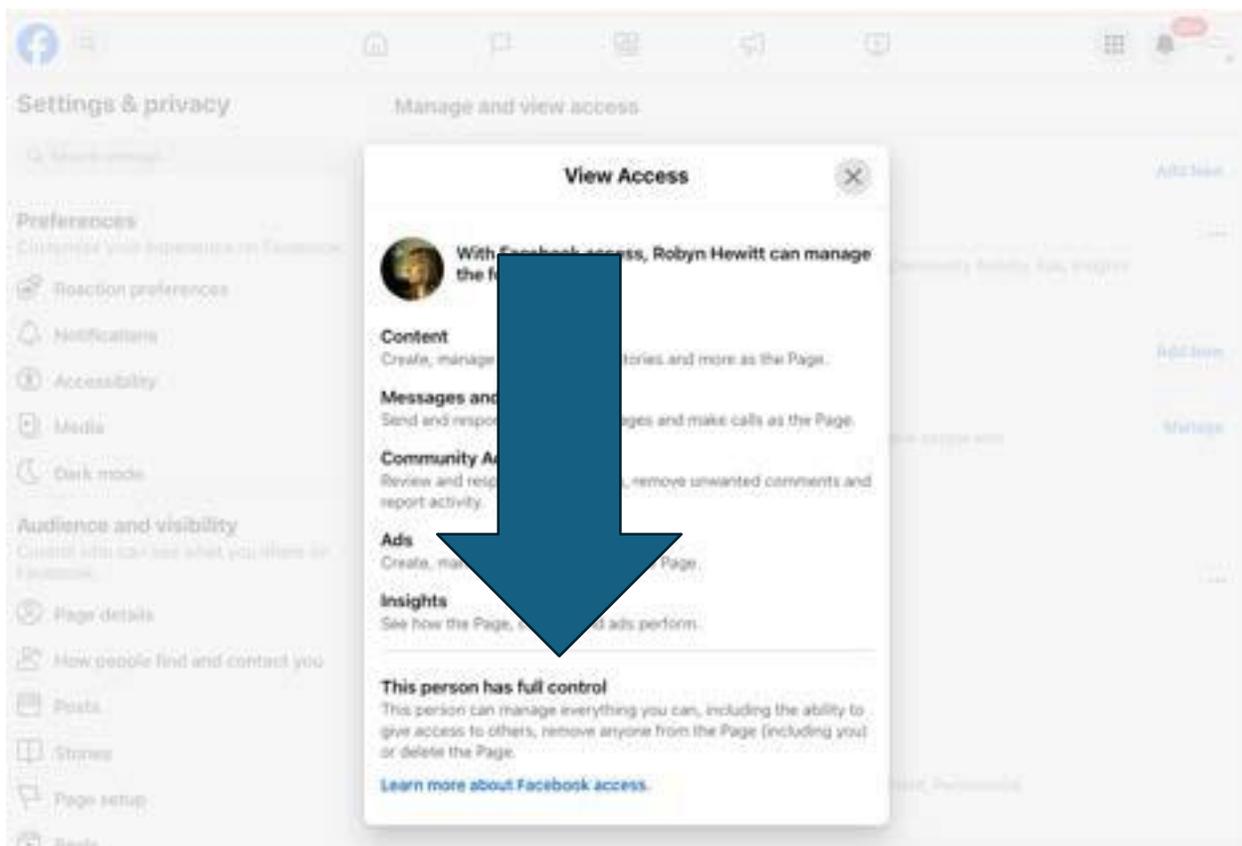
6. In the *Page Set up* menu in the middle, select **Page Access**.



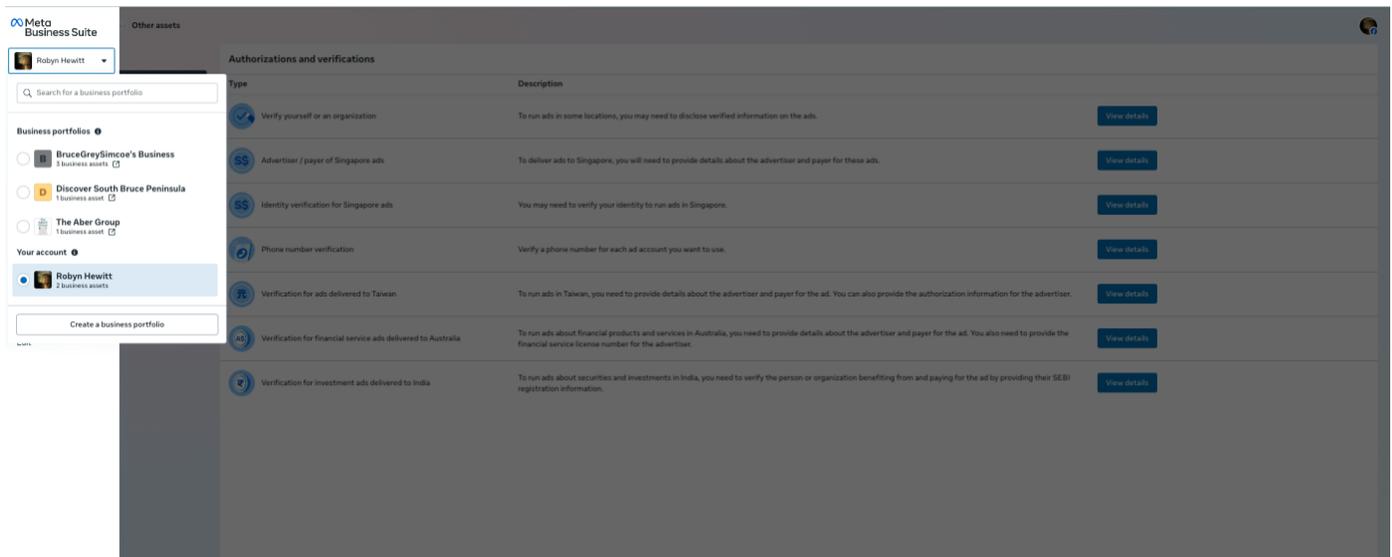
7. You will see a list of people who have **Facebook Access**



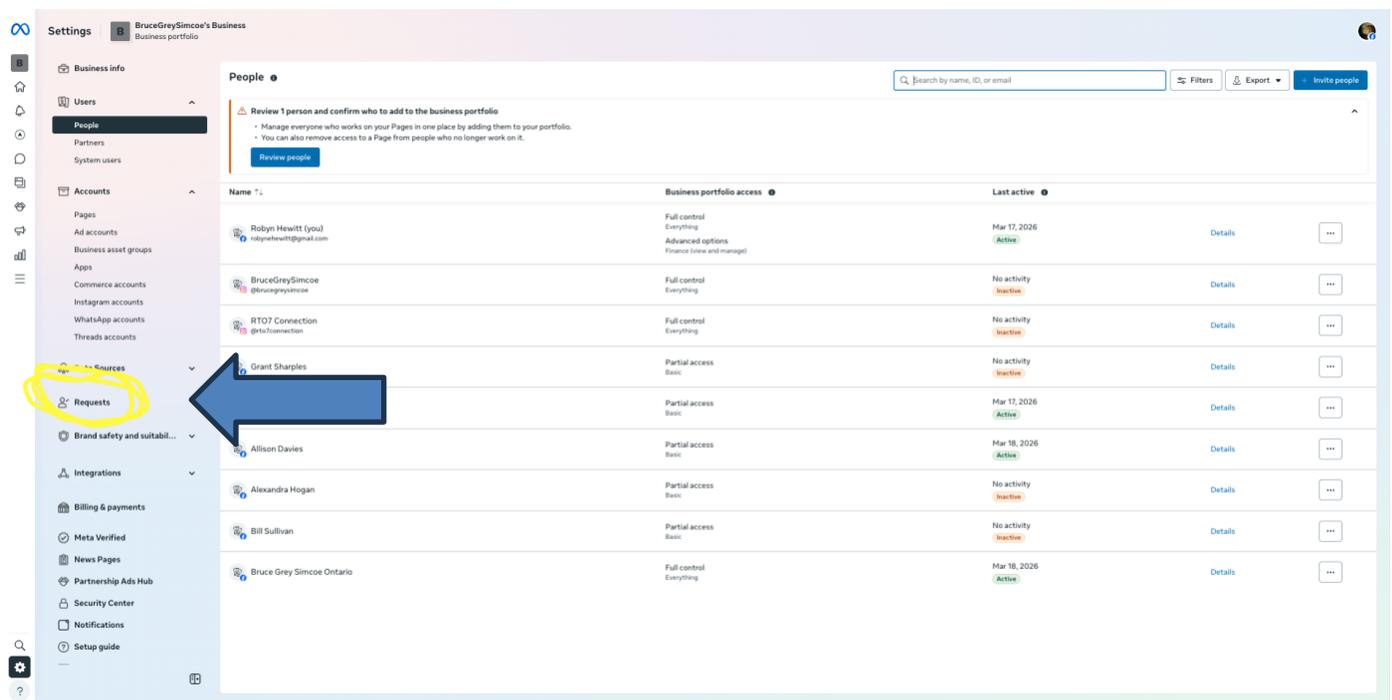
8. When you click on their name, a menu will pop up to tell you what level of access they have. You need to ensure you have '**Full Control**'. If you do not have "Full Control", you will need to determine who has page access and either connect with this individual to accept the request or update the people with page access.



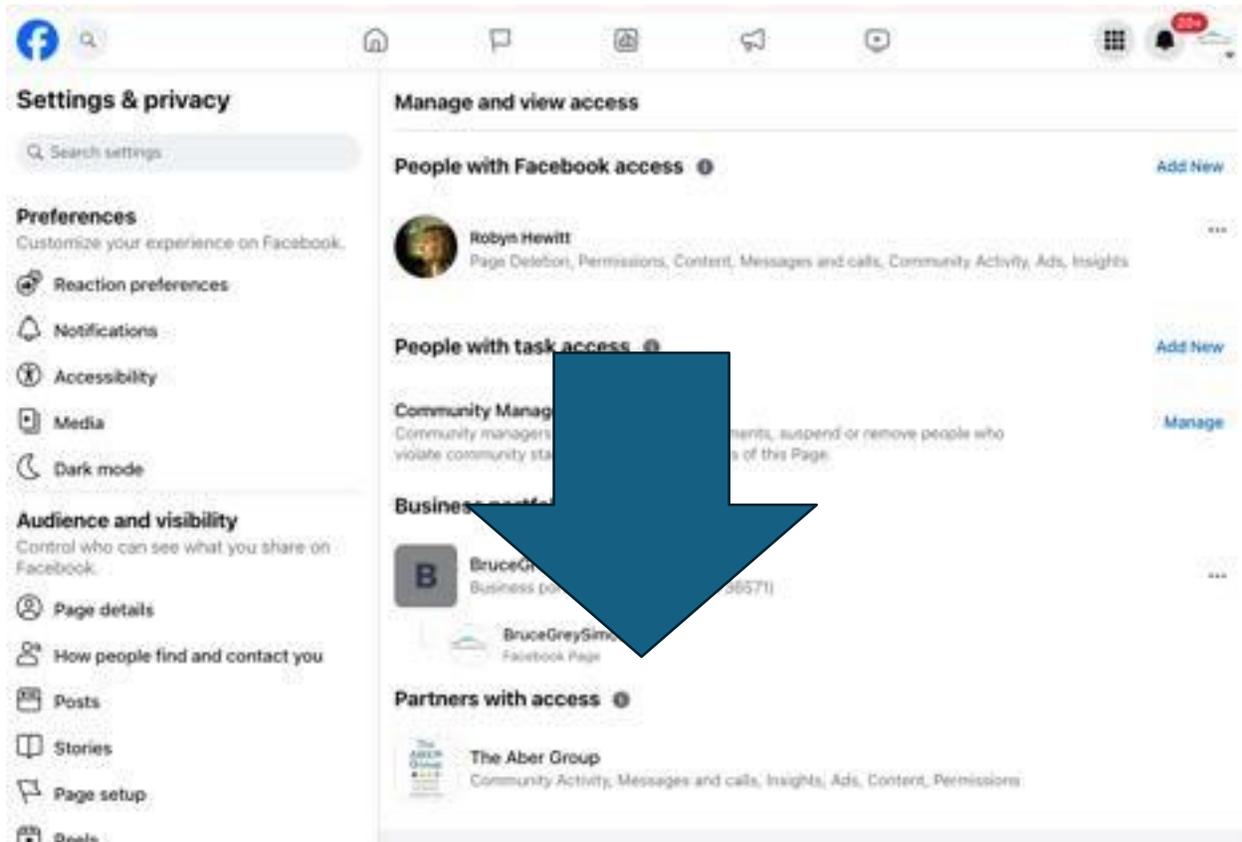
9. Once you have confirmed that you have “full control”, click on the dropdown menu (under Meta Business Suite) at the top left corner and select the Business relevant portfolio.



10. On the left side menu, you will see “Requests”, click on this and under “Needs review”, you should see The Aber Group request for approval or acceptance.



If you are unsure as to whether The Aber Group request has been approved, you can always go back to Page Access where they would be shown as a “Partner with access” (as shown below).



If this did not work, you can try an alternate method from one of the below:

Steps to Find Page Access Requests:

- **Method 1: Meta Business Suite (Desktop)**
 1. Go to business.facebook.com.
 2. Click on **Settings** (gear icon) in the bottom left corner.
 3. Select **Requests** in the left menu to view pending requests.
- **Method 2: Directly via Page Settings (New Pages Experience)**
 1. Switch to your Page profile on Facebook.
 2. Go to **Settings > New Pages Experience**.
 3. Click on **Page Access**, and look for **Partner Requests** or **Pending Requests**.
- **Method 3: Notifications**
 - Check your notification bell icon. Often, a request triggers a notification saying "[Business] requested access to your page" which can be clicked directly to manage.