## Facebook Business Manager Request

Once a Facebook Business Manager Request has been sent, an Admin of the business will need to accept the ThumbStopper Partner Request to finish setting up the ThumbStopper account and begin receiving Social Media content. To accept the request, please follow the below instructions.

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Login to your Facebook business page from a desktop or laptop and click **Settings** at the top right. \*The settings needed to accept our token are not visible on a mobile device.



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On the left hand side toolbar, select **Page Roles** 



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On the Page Roles, you will see a pending request from **ThumbStopper** for Admin access. **Approve** the request (you will need to re-enter your personal Facebook credentials to confirm) and you are all set!

## Pending Partner Requests

Accept or decline requests from businesses who have asked to work on your Page. If you approve the request, they'll be able to assign these roles to other people in their business to help you manage your Page.



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