

Software Support

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How-To Assign Site Owner Permission

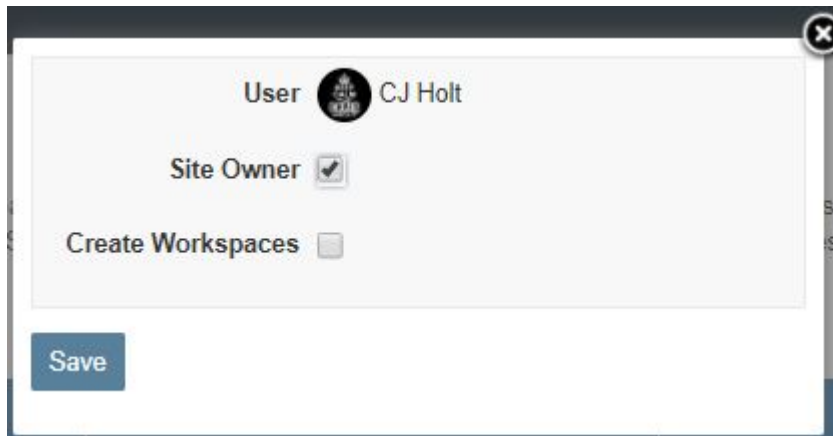
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If you want to make someone a Site Owner:

Firstly the user must already have been invited to the site and registered.

Only when they've completed the step above can you continue with the below...

1. Click on **Account > Site Admin**.
2. Click **Users**.
3. Find the person requested and click **Modify Permissions**.
4. Select **Site Owner** as shown below.



This allows the person to control the whole site.

Tags

How-To