# How to manage a Google My Business Profile

## STEP 1

**Go to https://www.google.com/intl/en/business/**
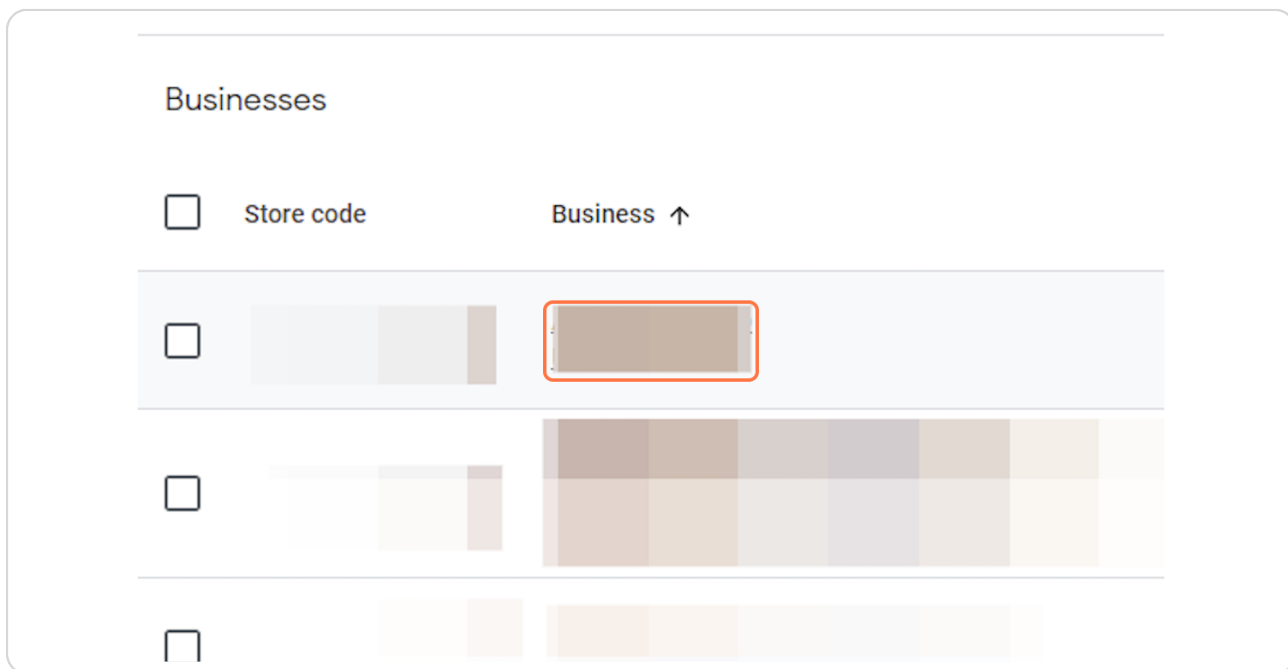
## STEP 2

**Click Manage Now**

Turn people who find you on Google Search and Maps into new customers with a free Business Profile for your storefront or service area. Personalize your profile with photos, offers, posts, and more.
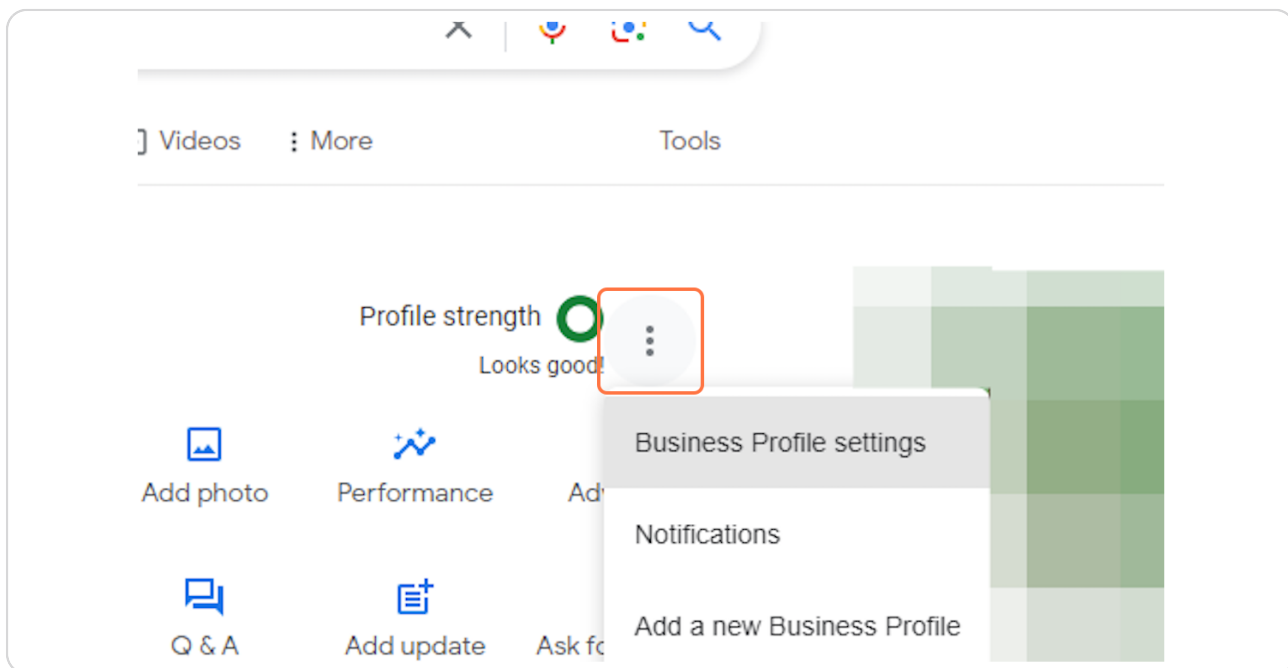
**Manage now**

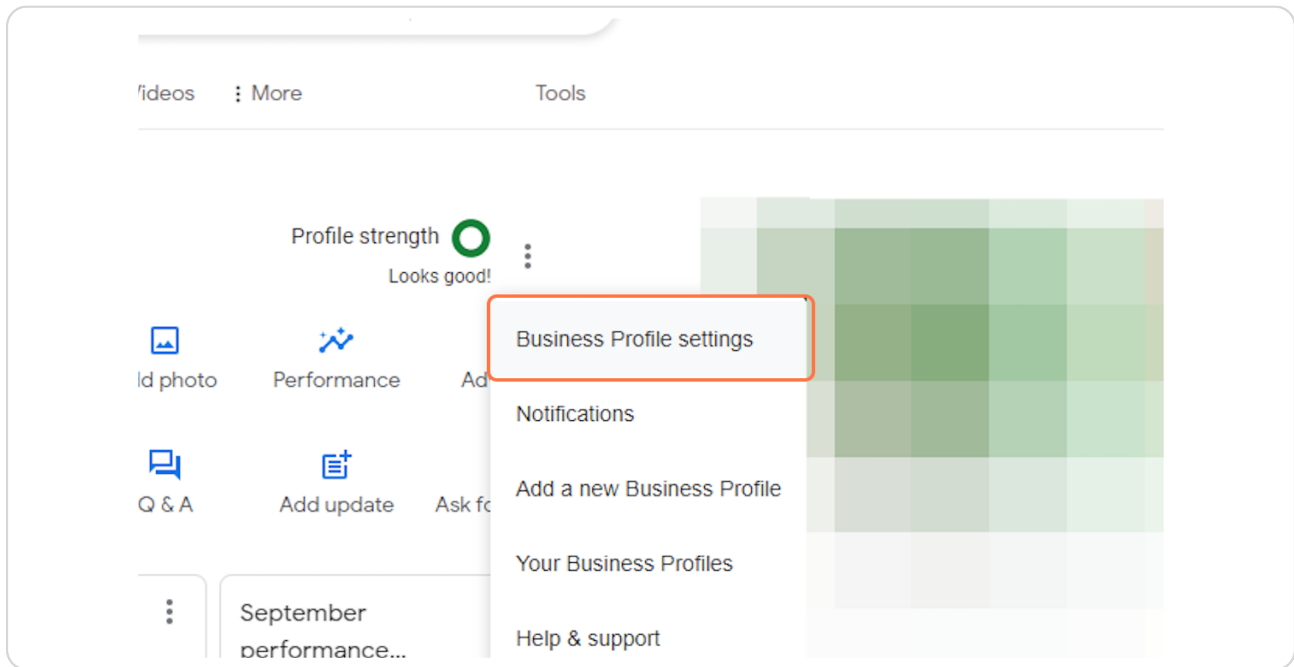**STEP 3**

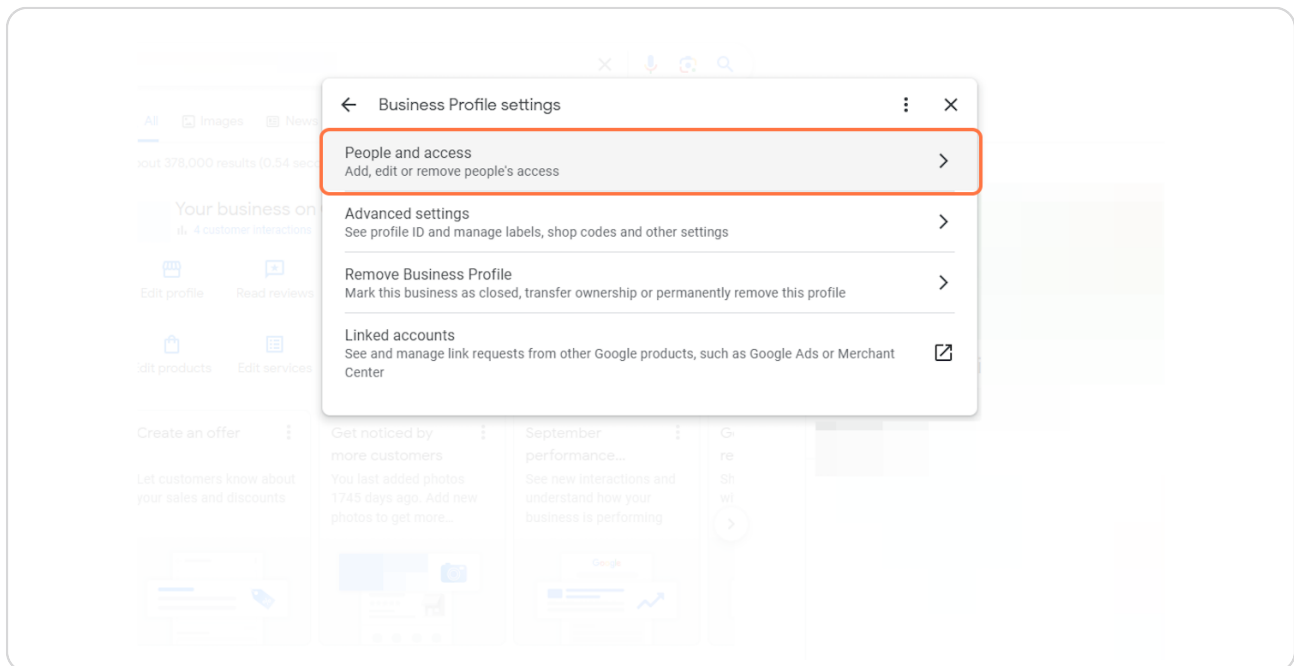## Click on your Google My Business profile



**STEP 4**
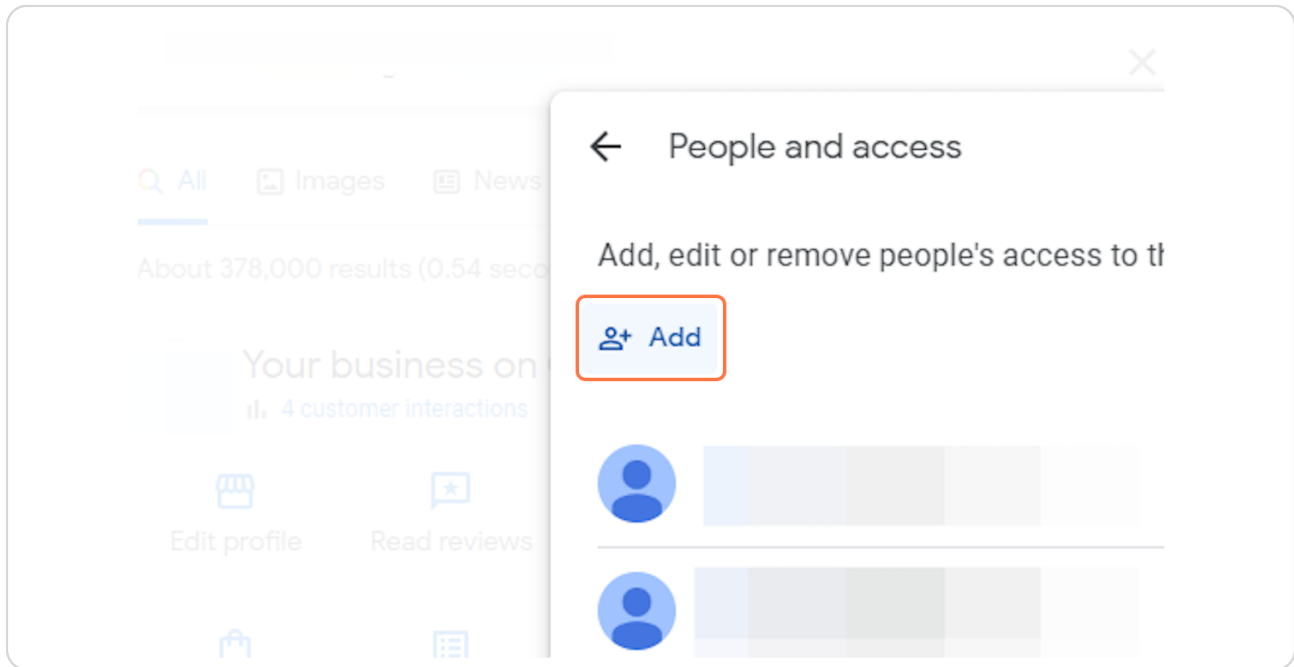
## Click on the 3 dots

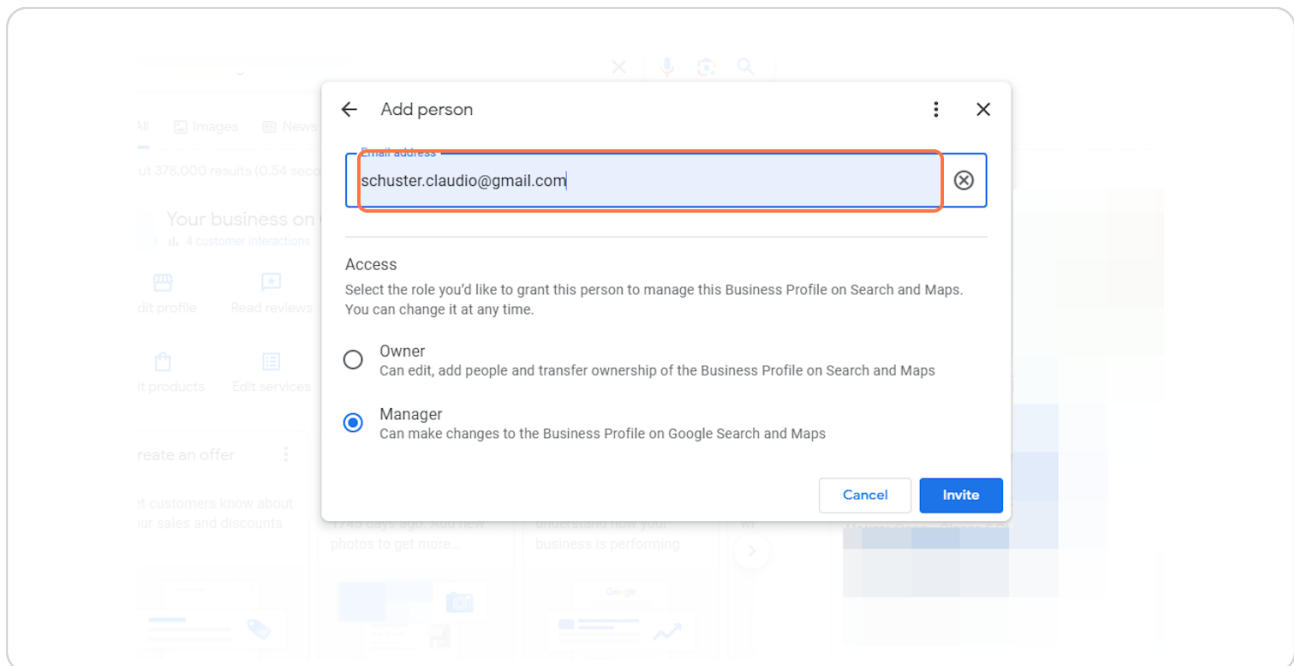## Click on Business Profile settings

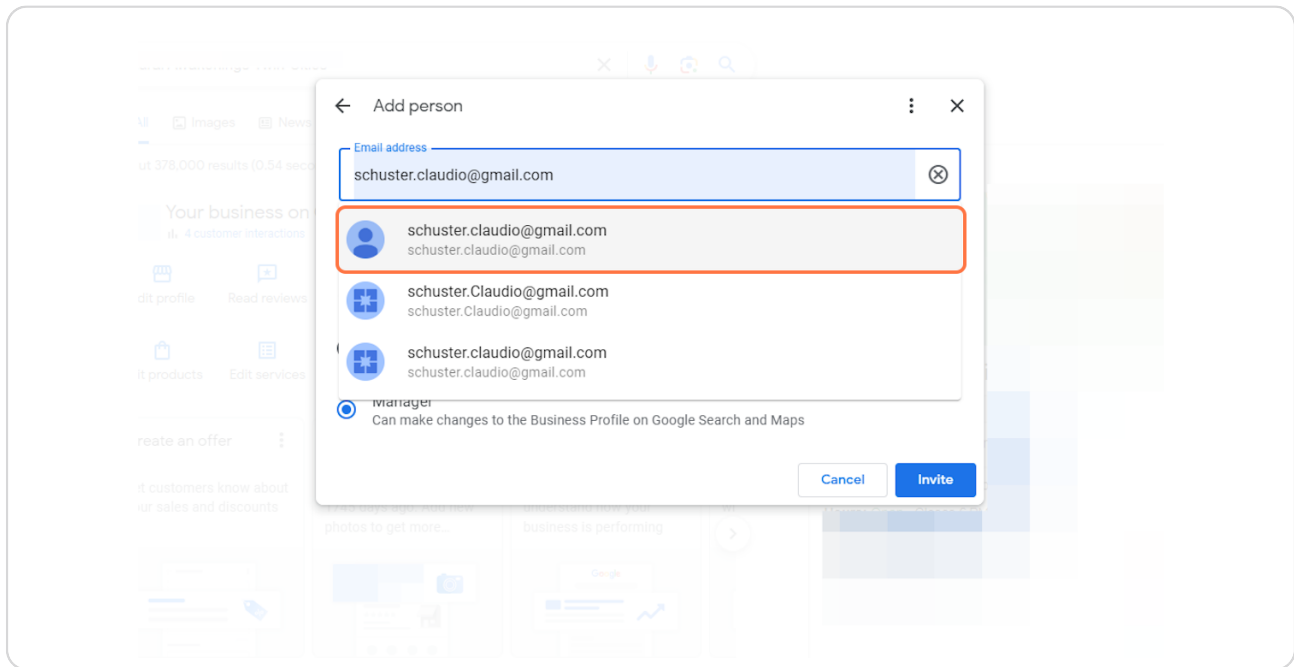## Click on People and access

## Click on Add
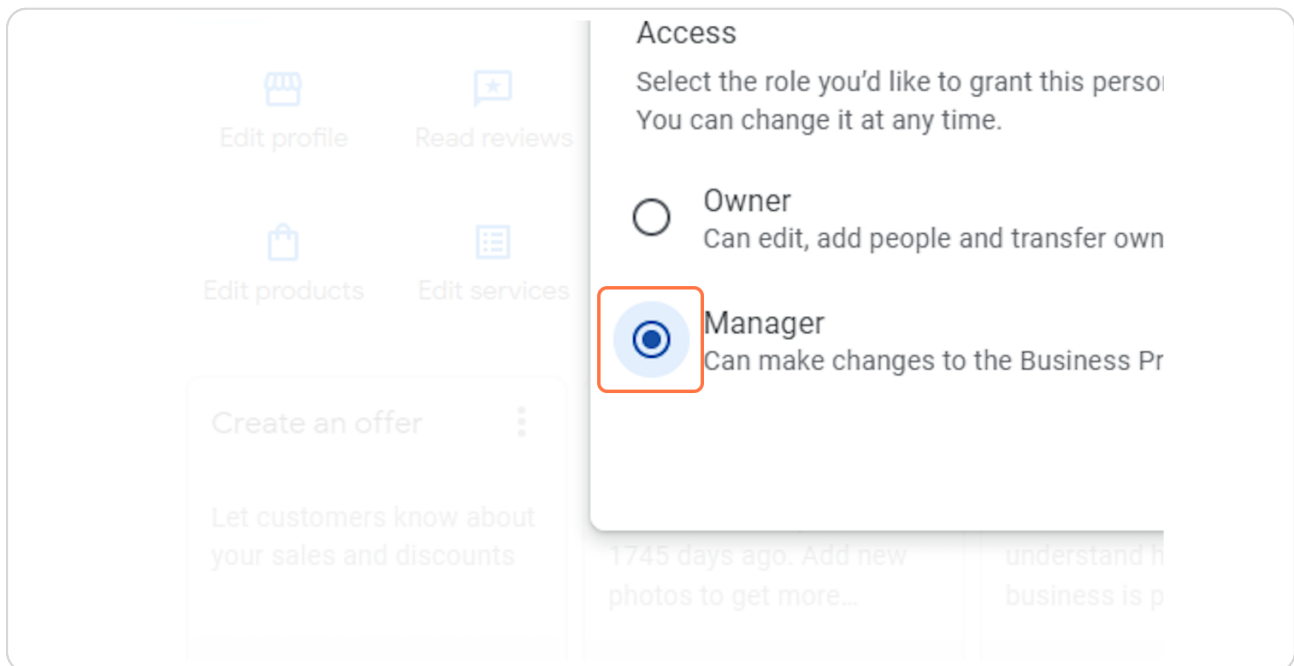
## Type schuster.claudio@gmail.com

## STEP 9

## Click on schuster.claudio@gmail.com



## STEP 10

## Select Manager

# Click on Invite