

HOW TO CONNECT TO NOVICELL MANAGER ACCOUNT

TIKTOK

2022



STEP BY STEP

1. If you do not yet have a TikTok Business Center and Ads Manager, reach out to Novicell and they will contact TikTok to make it happen. Please note, that making a TikTok Business Center and Ads Manager through Novicell is beneficial for you, since your company will be eligible to receive help directly from TikTok and also be classified as the right size* business from the beginning.
2. There are two ways you can connect Novicell to your TikTok Business Center: As partner or as member. We recommend, that you do both, to ensure we have every right to act as your business on your behalf and be able to solve any problem, you might have.

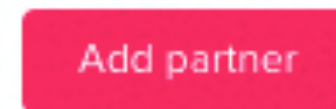
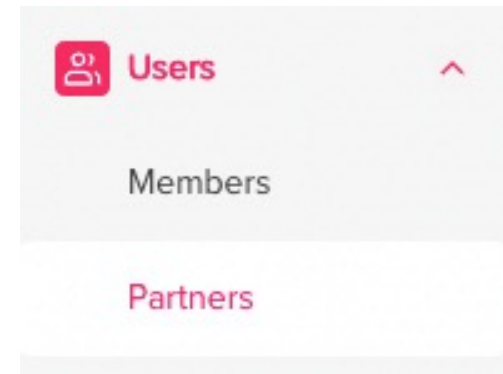


*Making your own Business Center and Ads Manager will always classify your business as small or medium sized.

Assigning Novicell as Partner

STEP BY STEP

1. To assign Novicell as partner on your Business Center go to business.tiktok.com and click partners under 'users'
2. Click 'add partner'



Assigning Novicell as Partner

STEP BY STEP

3. Enter Novicell Business Center ID: 6798483729024024582
4. Give admin access to your Ads Manager(s) and click assign

Assign assets ✕

Select assets to assign this member to and set their permissions.

Advertiser accounts	1	Account name or ID
		Account name or ID
	All	1/2 selected
<input checked="" type="checkbox"/>		[Redacted]
<input type="checkbox"/>		[Redacted]

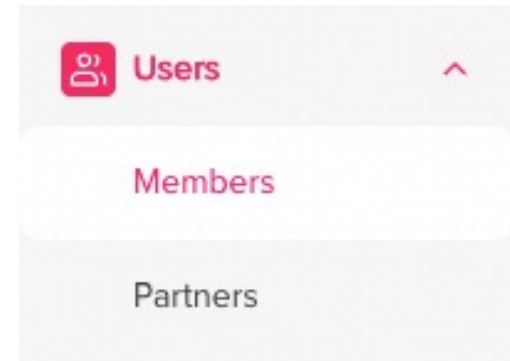
- Admin**
Manage ad account finances, settings, and permissions. Create and edit ad campaigns and view performance data.
- Operator**
Create and edit ad campaigns and view performance data.
- Analyst**
View ads and performance data.

Cancel Skip Assign

Assigning Novicell as Member

STEP BY STEP

1. To assign Novicell as a member on your Business Center go to business.tiktok.com and click partners under 'members'
2. Click 'invite member'



Assigning Novicell as Member

STEP BY STEP

3. Enter the email your Novicell consultant asks you to invite
4. Give admin access and click next.



Invite new member

1 Member info 2 Asset permissions (Optional)

Enter the email addresses of any members you'd like to invite to this Business Center account and set their access permissions.

Email address

You can enter multiple emails by pressing Enter after each one.

Enter an email address

Access Settings

Admin

Admins have full access to all features in Business Center. [Learn more](#)

- Manage ad accounts
- Manage members
- Change business info

Standard

Standard members can only work on accounts they've been assigned to. [Learn more](#)

- Access assigned advertiser accounts
- View business info

! Only invite employees from your business to join as members. You can work with other businesses by adding them as partners. Take care when assigning admin access, as it gives full control over a Business Center account.

[Advanced Permissions](#)

Cancel Next

Assigning Novicell as Member

STEP BY STEP


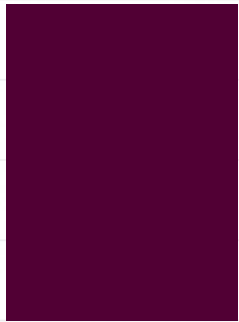






5. Choose Ads Manager(s) and other assets your Novicell consultant wish to work with and click 'confirm'.

Assign assets

✓ Member info 2 Asset permissions (Optional)

Assign the member(s) to assets and set their access permissions. You can also skip this step and complete it later.

Account name or ID

<input type="checkbox"/> All	
<input type="checkbox"/> 	
<input type="checkbox"/> 	
<input type="checkbox"/> 	
<input type="checkbox"/> 	
	<p> Admin <input checked="" type="checkbox"/></p> <p>Manage ad account finances, settings, and permissions. Create and edit ad campaigns and view performance data.</p> <p> Operator <input checked="" type="checkbox"/></p> <p>Create and edit ad campaigns and view performance data.</p> <p> Analyst <input checked="" type="checkbox"/></p> <p>View ads and performance data.</p>