

Twitter

A Quick Setup Guide

1

Log in to your Twitter account using the following link:
<https://ads.twitter.com/login>

Twitter Ads

Language: English

Advertise on Twitter

Solutions to help you achieve your business goals

Get started

Don't have a Twitter account? [Sign up](#)



2

Click on 'Get started' and log in to your Twitter account.

Advertise on Twitter

Solutions to help you achieve your business goals

Get started

Don't have a Twitter account? [Sign up](#)



Twitter Home About

Language: English

Log in to Twitter

Phone, email or username

Password

Log in

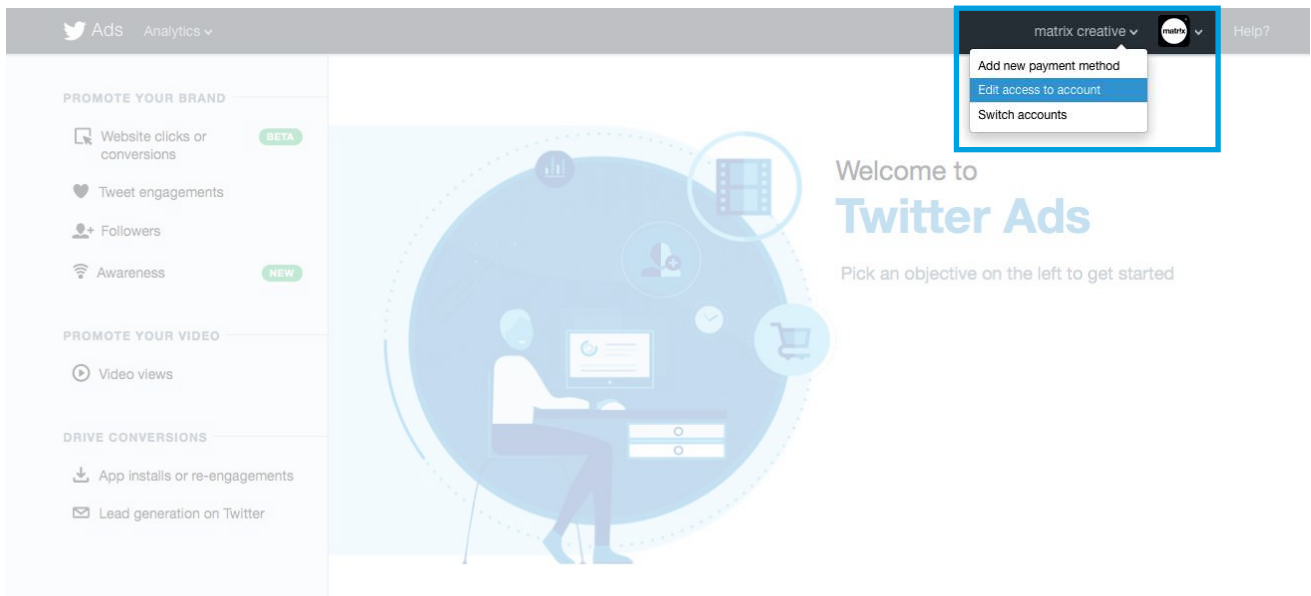
Remember me · [Forgot password?](#)

New to Twitter? [Sign up now »](#)

Already using Twitter via text message? [Activate your account »](#)

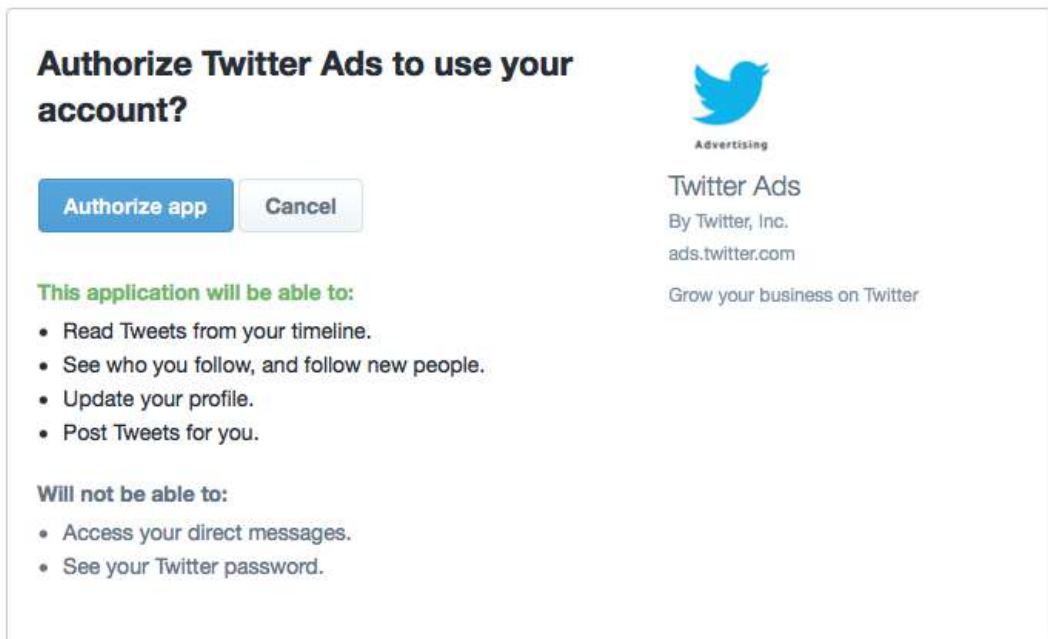
3

When you can see the dashboard below, click on the arrow next to your Twitter username, scroll down and select “Edit access to account”.



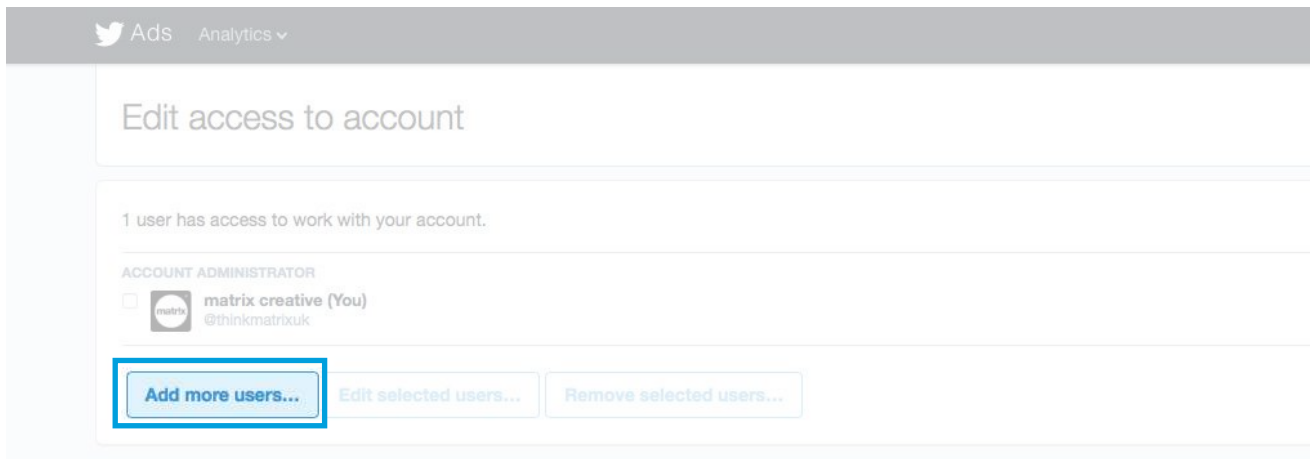
4

Click “Authorize app” to the message below.



5

When you can see the screen below, please select “Add more users...”



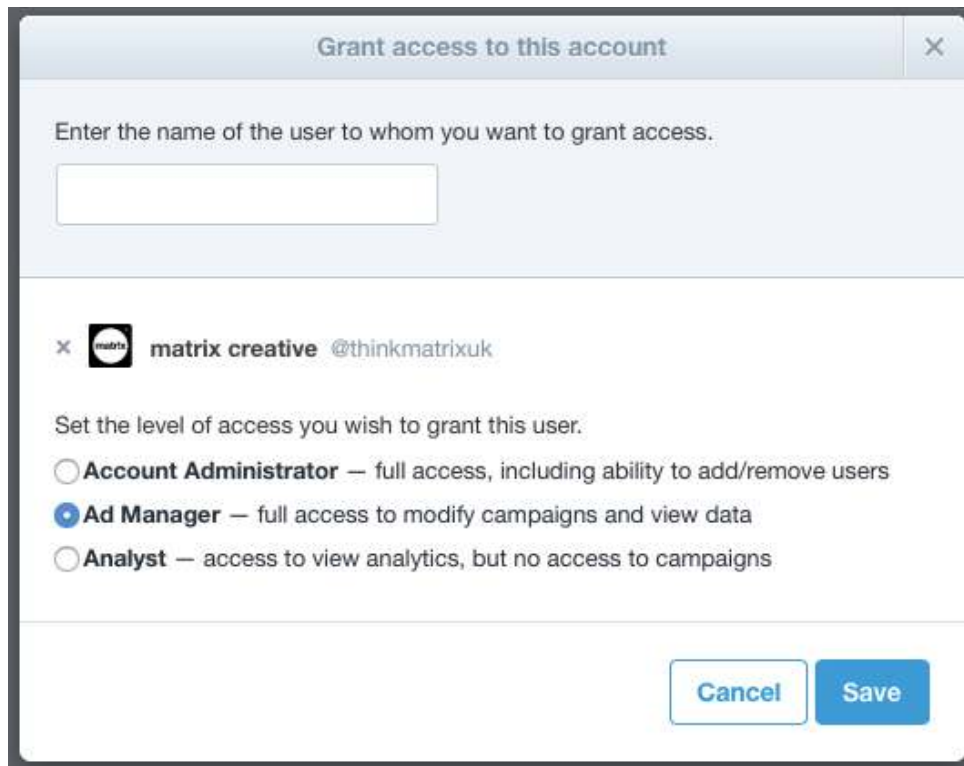
6

Type in “@thinkmatrixuk” to the box provided and then select our account as shown below.



7

Please provide us with at least the **Ad Manager** level of access so that we can create adverts for you. When you have selected this, please click “**Save**”.



The screenshot shows a dialog box titled "Grant access to this account" with a close button (X) in the top right corner. Below the title bar, there is a text prompt: "Enter the name of the user to whom you want to grant access." followed by an empty text input field. Below the input field, there is a list of users. The first user is "matrix creative" with the handle "@thinkmatrixuk" and a small profile picture icon. Below the user list, there is a text prompt: "Set the level of access you wish to grant this user." followed by three radio button options: "Account Administrator — full access, including ability to add/remove users", "Ad Manager — full access to modify campaigns and view data" (which is selected), and "Analyst — access to view analytics, but no access to campaigns". At the bottom right of the dialog box, there are two buttons: "Cancel" and "Save".

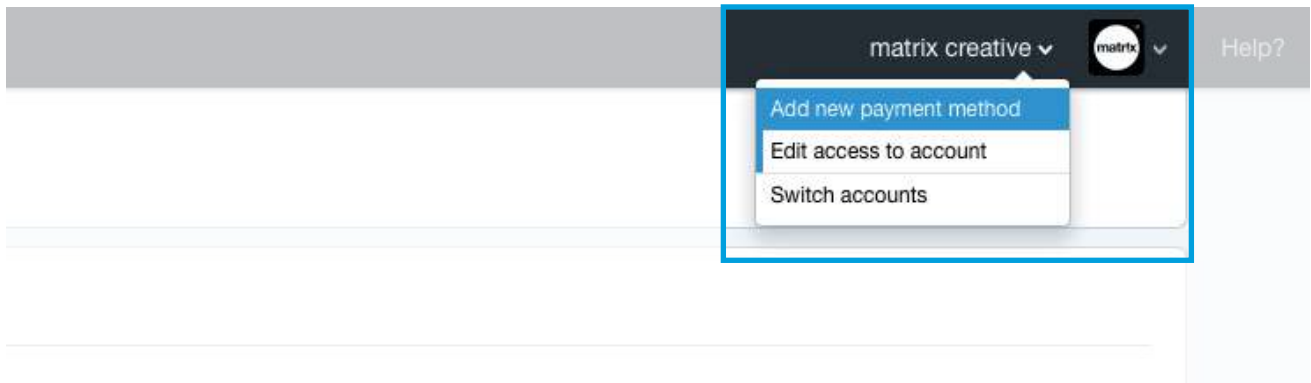
Please proceed to the next step:
Setting up your Payment Method



Setting up your Payment Method

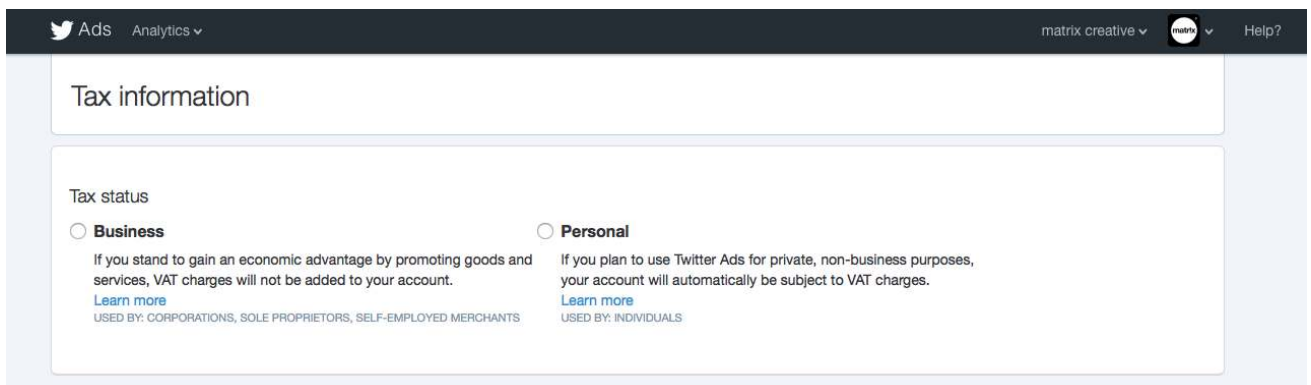
1

Now that you have granted us access to your account, it is time to set up your payment method so that Twitter can bill you directly. Click on the arrow by your username and select “Add new payment method”.



2

Select the correct tax information for your Twitter account. This is most likely going to be the “Business” option.



3

Complete all of the details below, click **“Save tax information”** and follow the rest of the payment method set-up process on-screen.

The screenshot shows the Twitter Ads tax information setup form. At the top, there is a navigation bar with 'Ads', 'Analytics', 'matrix creative', and 'matrix' logos, along with a 'Help?' link. The main content area is titled 'Tax status' and has two radio button options: 'Business' (selected) and 'Personal'. The 'Business' option includes a description: 'If you stand to gain an economic advantage by promoting goods and services, VAT charges will not be added to your account.' and a 'Learn more' link. Below this is a 'Company name' text input field. The 'Personal' option includes a description: 'If you plan to use Twitter Ads for private, non-business purposes, your account will automatically be subject to VAT charges.' and a 'Learn more' link. Below this are text input fields for 'Street address 1', 'Street address 2', 'City', 'State/Province/Region', and 'Zipcode/Postal code'. There is also a 'Country' dropdown menu with 'United Kingdom' selected. At the bottom, there are two questions with radio button options: 'Do you have a VAT ID?' (Yes/No) and 'Are you an agency buying on behalf of an advertiser?' (Yes/No). At the very bottom, there are two buttons: 'Save tax information' and 'Cancel'.

Twitter Ads Analytics matrix creative matrix Help?

Tax status

Business
If you stand to gain an economic advantage by promoting goods and services, VAT charges will not be added to your account.
[Learn more](#)
USED BY: CORPORATIONS, SOLE PROPRIETORS, SELF-EMPLOYED MERCHANTS

Personal
If you plan to use Twitter Ads for private, non-business purposes, your account will automatically be subject to VAT charges.
[Learn more](#)
USED BY: INDIVIDUALS

Company name

Address

Street address 1

Street address 2

City

State/Province/Region Zipcode/Postal code

Country

Do you have a VAT ID?
 Yes No

Are you an agency buying on behalf of an advertiser?
 Yes No

Save tax information Cancel



Congratulations.

Your Twitter Advert Account
is now ready for us to start
creating your Twitter adverts.