

Shopify – Grant Admin Access

Objective: Provide CannDelta with staff access to your Shopify store.

Step-by-Step Instructions:

1. Log into your **Shopify Admin**.
2. Go to **Settings** → **Users and Permissions**.
3. Click **Add Staff**.
4. Enter: **candeltamarketing@gmail.com**.
5. Grant appropriate permissions (as advised by your CannDelta contact).
6. Click **Send Invite**.

Important Notes:

- Only grant permissions necessary for services being provided.
- You must have Owner or Admin permissions to add staff.