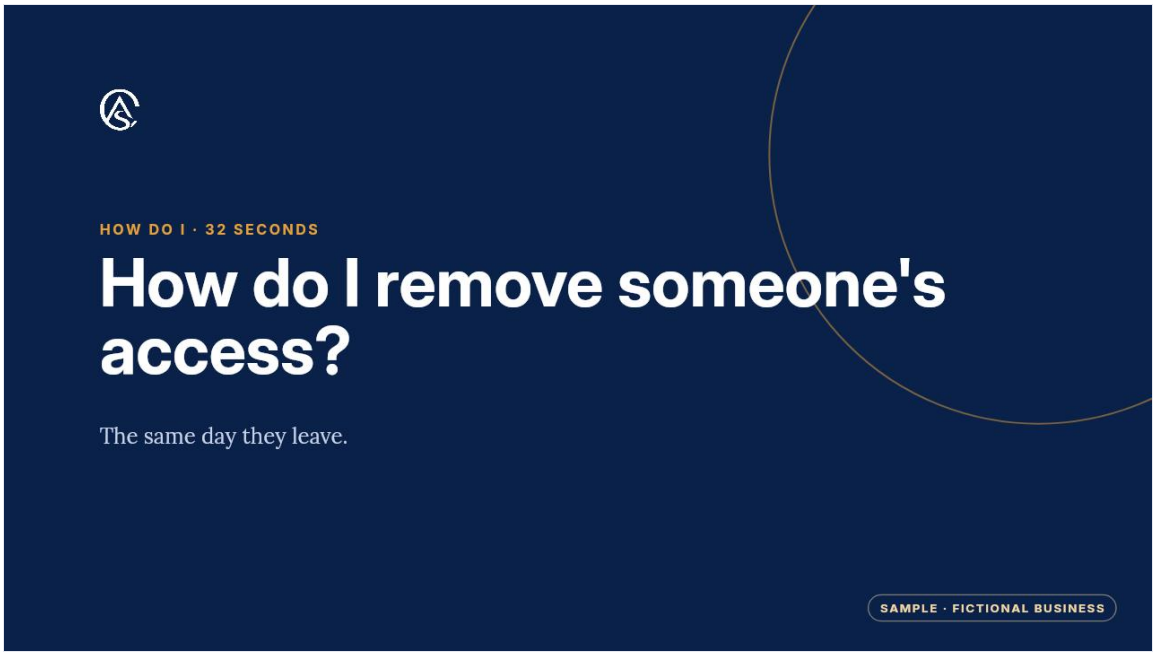
GOOGLE PROFILE TUNE-UP · HOW DO I

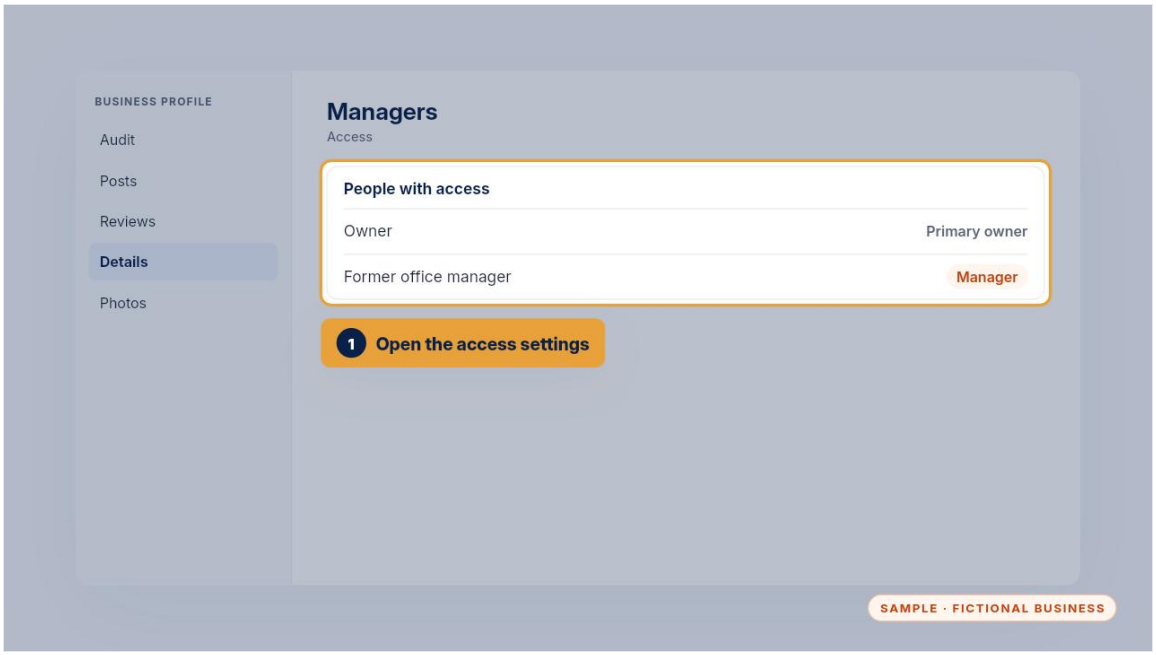
How do I remove someone's access?

Take away profile access when someone leaves, or when you end the Tune-Up.

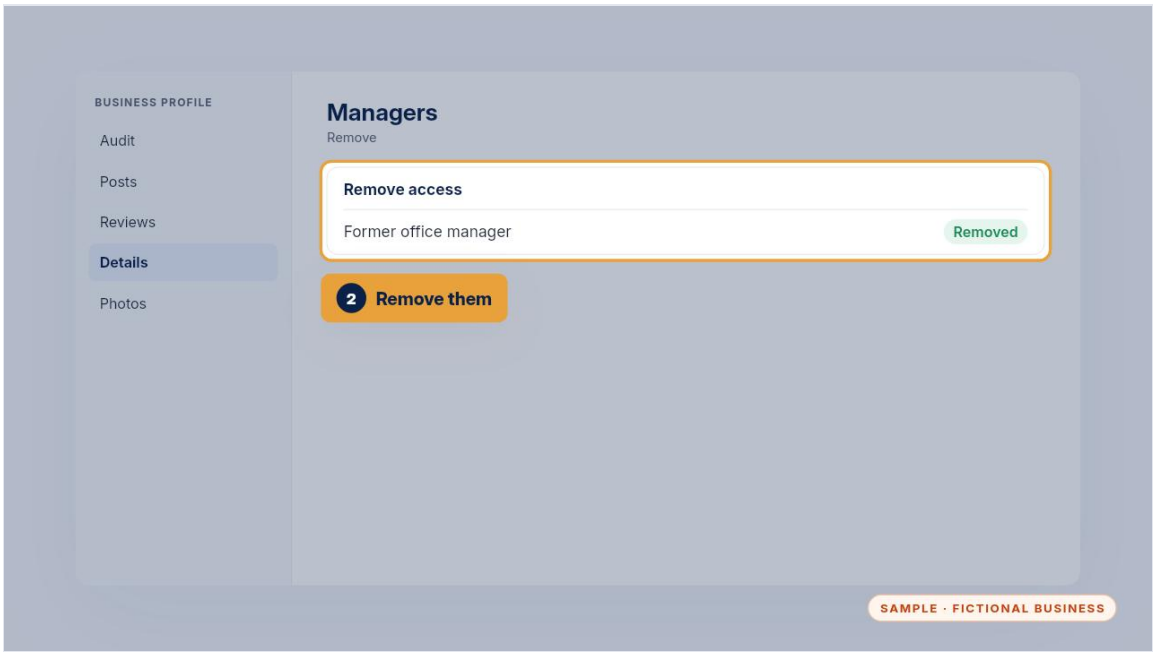
Watch the narrated video: https://openarmsolutions.com/guides/google-profile-tune-up/remove-someones-access



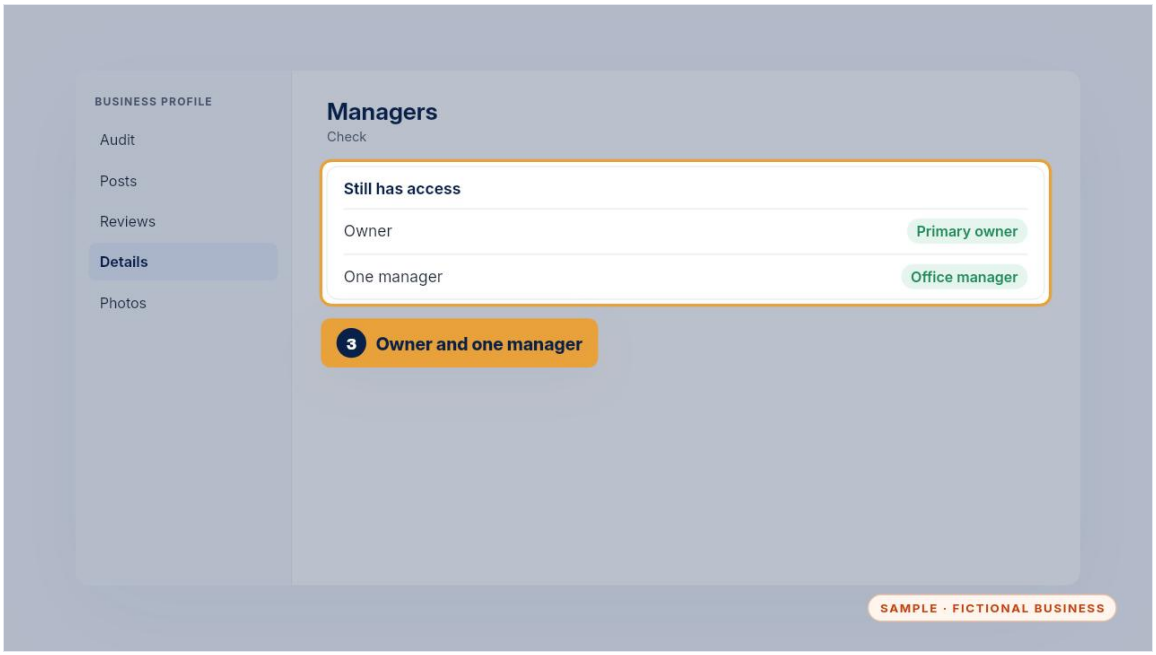
1. When someone leaves the business, or when you want our access gone after the Tune-Up, here's how to remove it.



2 Open the profile's access settings and find the person in the list.



3 Remove them. Do it the same day they leave. Our Tune-Up access can be removed the same way, whenever you choose.



4 Check the list again afterwards. Only the owner and one manager should be left.

Remember

1. Remove them the same day
2. Owner and one manager
3. Check the list after

SAMPLE · FICTIONAL BUSINESS

5 Remove access the same day, and check who's left.