

# **Influencer Sign Up Guidebook**

How to Switch to IG Professional Account and Login with Cloudbreakr Platform as Influencer

**16 April 2021**

# How to Switch to IG professional account and CONNECT a FB page

The image is a composite of three screenshots from the Instagram mobile app, illustrating the process of switching to a professional account and connecting a Facebook page.

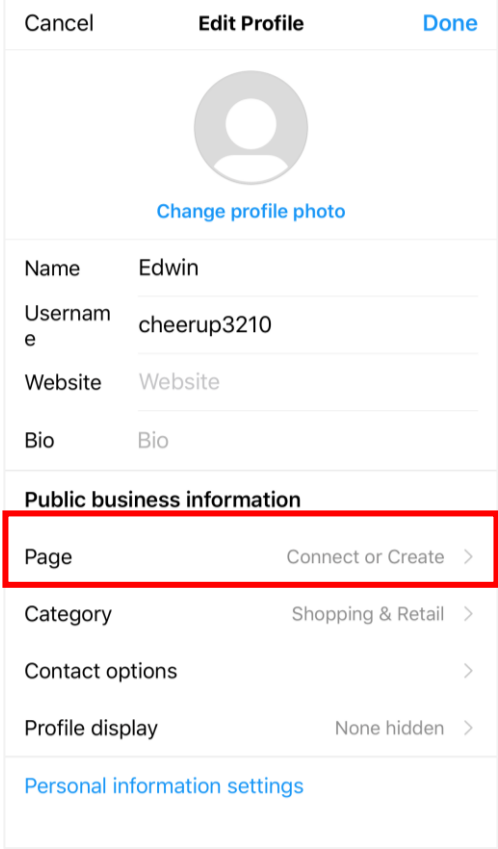
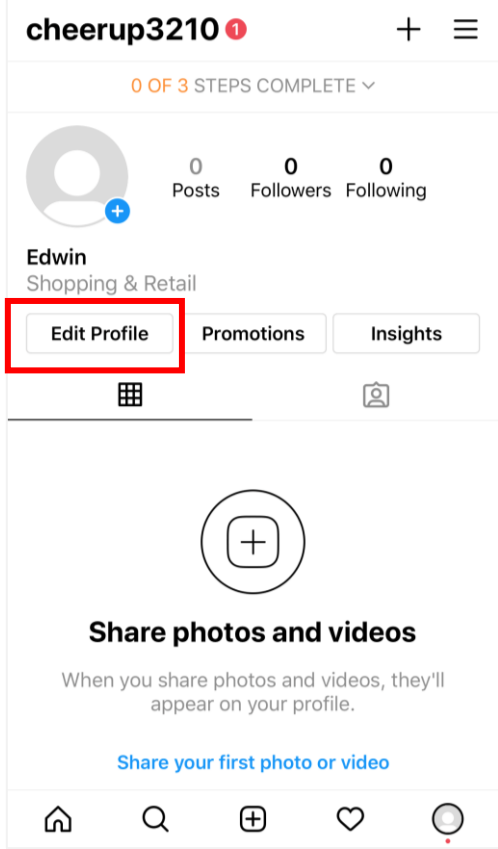
**Left Screenshot: Settings**  
The 'Settings' menu is shown with 'Account' highlighted. Below the main menu, the 'Logins' section is visible, with 'Login Info' selected. A red box highlights the 'Switch to Professional Account' option at the bottom of the 'Login Info' screen.

**Middle Screenshot: Account**  
The 'Account' settings screen is shown, with 'Branded Content Tools' selected. A red box highlights the 'Switch to Professional Account' option at the bottom of this screen.

**Right Screenshot: Which Best Describes You?**  
A dialog box titled 'Which Best Describes You?' is shown. It offers two options: 'Creator' (Best for public figures, content producers, artists and influencers) and 'Business' (Best for retailers, local businesses, brands, organizations and service providers). The 'Creator' option is selected, and a 'Next' button is visible at the bottom right of the dialog.

**Far Right Screenshot: Creator Profile**  
The 'Creator' profile setup screen is shown. It features a profile icon with a star and person icon, the title 'Creator', and the description 'Best for public figures, content producers, artists and influencers.' Below this, three features are listed: 'Flexible Profile Controls', 'Simplified Messaging', and 'More Growth Tools'. A large blue 'Next' button is at the bottom.

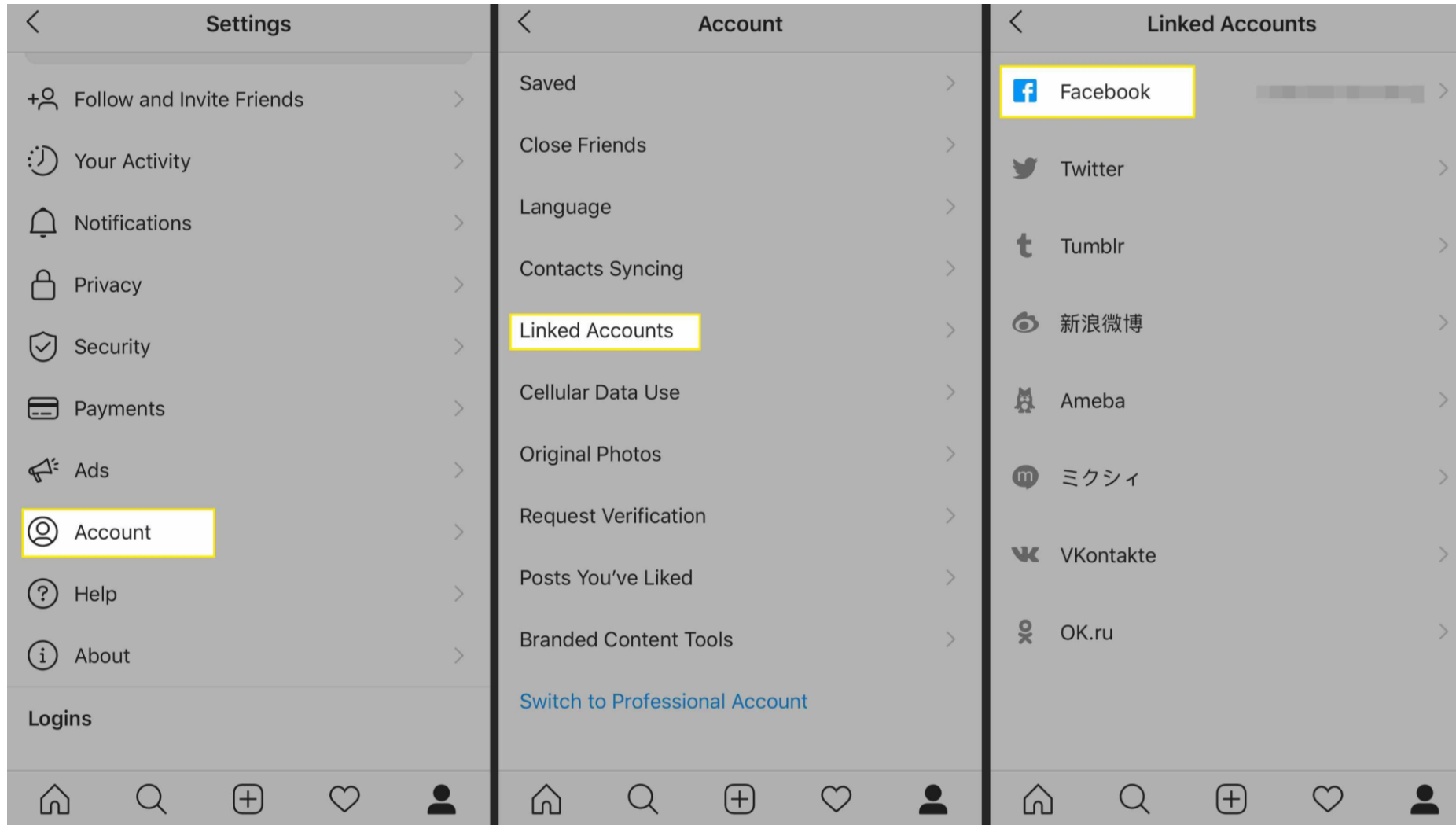
# How to check If you have already switch to an IG professional account and successfully connected a FB page



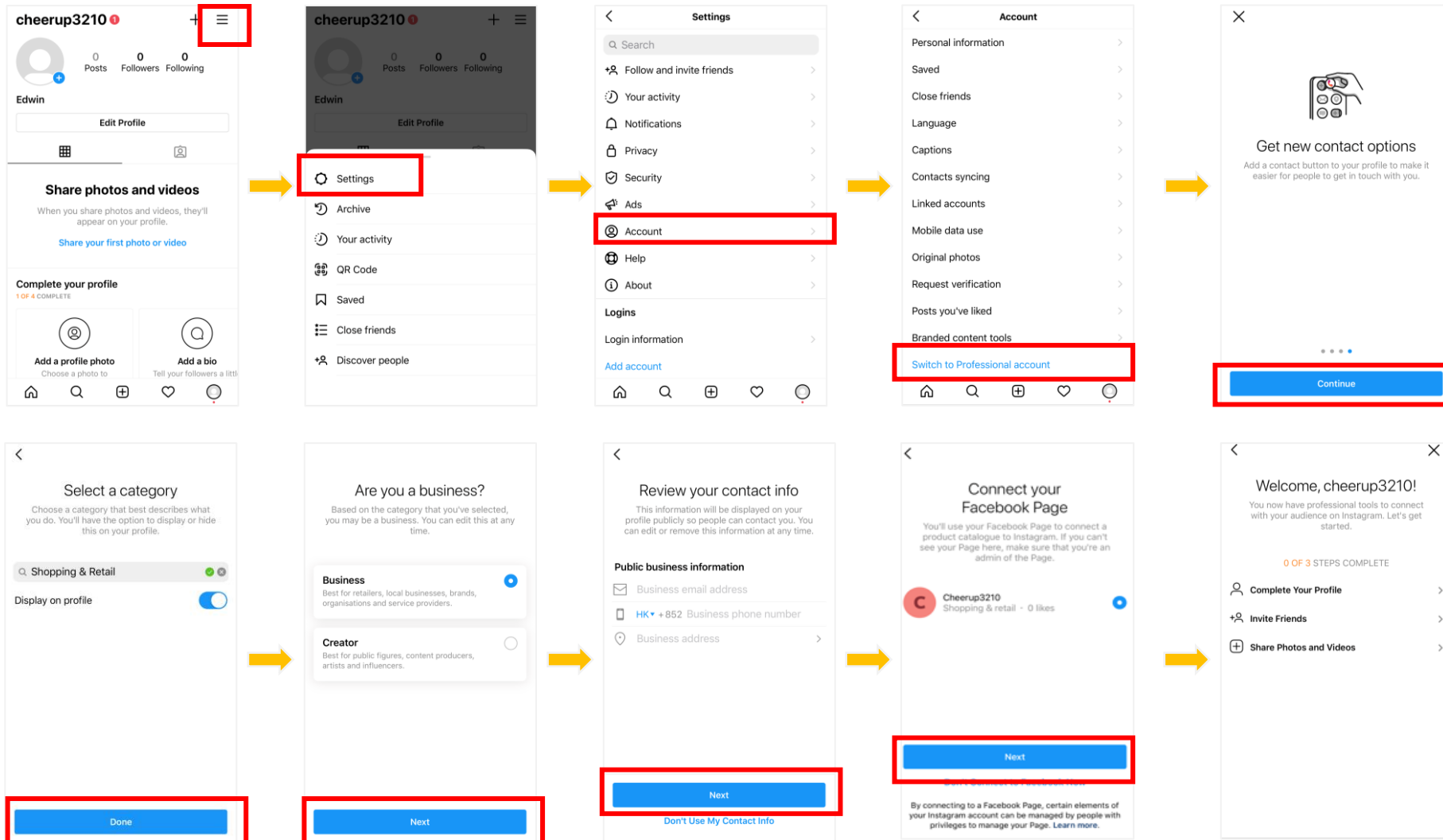
Make sure you know which page you connect here. During the Facebook Login process on our platform/app, please be reminded to TICK this Facebook page and the Instagram account together to ensure the permission is granted to us to check if you are the admin to this pages.

# Wrong Practice: A LINKED accounts doesn't equal to page connected

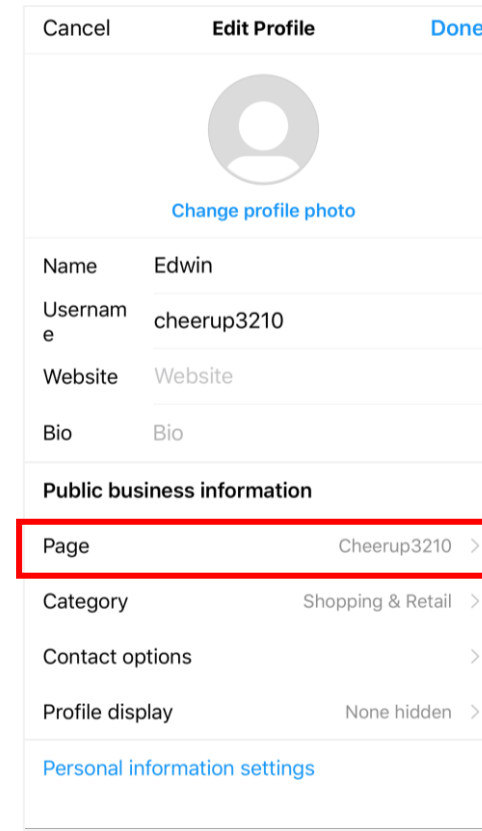
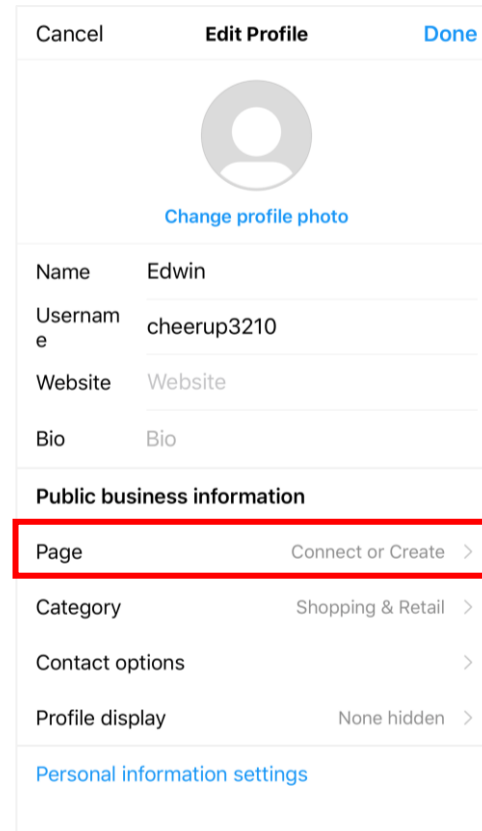
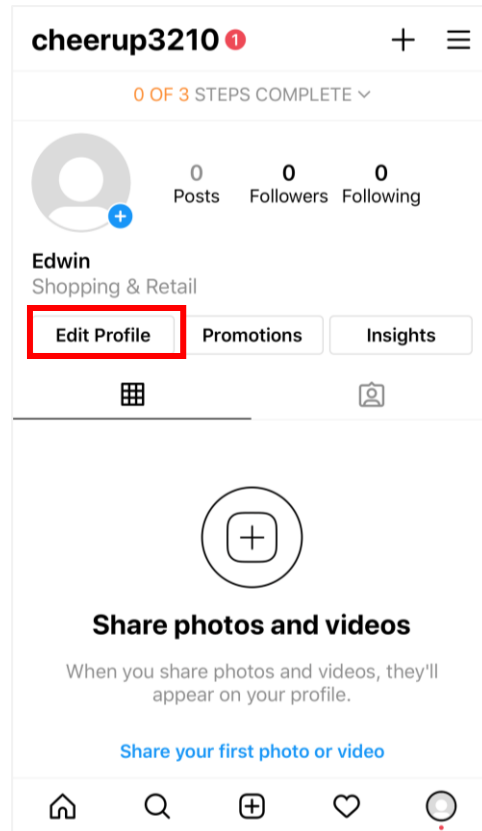
\*The following steps ONLY allow you to set repost to another social media ONLY



# Full Workflow: How to Switch to Professional Account & CONNECT FB Page (from IG App)





# How to Check if I Successfully CONNECT a FB Page (from IG App)



# How to Switch to Professional Account & CONNECT FB Page (from FB Web/App)

## Connect Your Facebook Page and Instagram Account

To connect your Facebook Page and Instagram account:

- 1 From your News Feed, click  **Pages** in the left menu.
- 2 Go to your Page and click  **Page Settings** in the bottom left.
- 3 Click **Instagram** in the left column.
- 4 Click **Connect Account**.
- 5 Enter your username and password and click **Log In**.

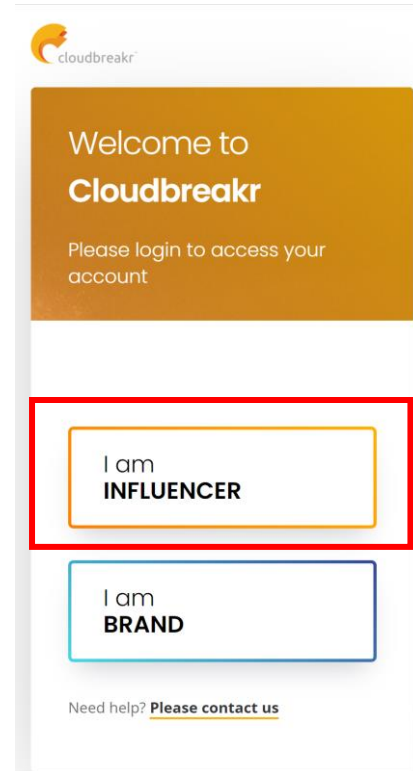
Learn what happens when you connect your Facebook Page and Instagram account.

# How to Sign Up/Login to Cloudbreakr as an Influencer



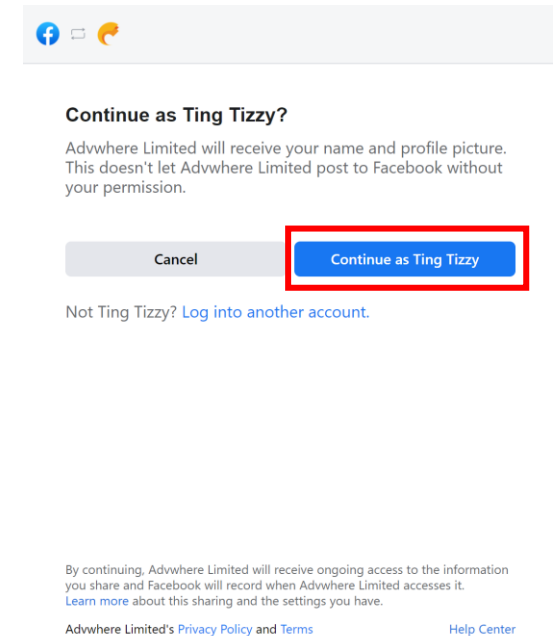
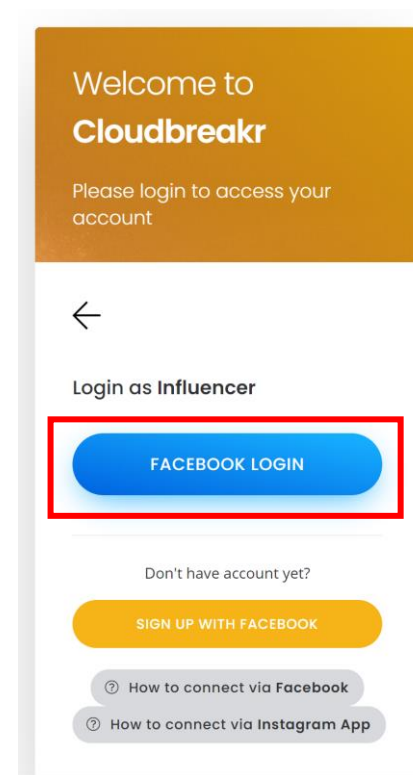
## Step 1

Click on "Login/Sign Up" on <https://cloudbreakr.com/> or goes to <https://cloudbreakr.com/login>



## Step 2

Click "I am an influencer" and Choose "Sign Up with Facebook". You can click on the tutorial below "How to..." for more information. If you are users already, you can click "Facebook Login" directly.

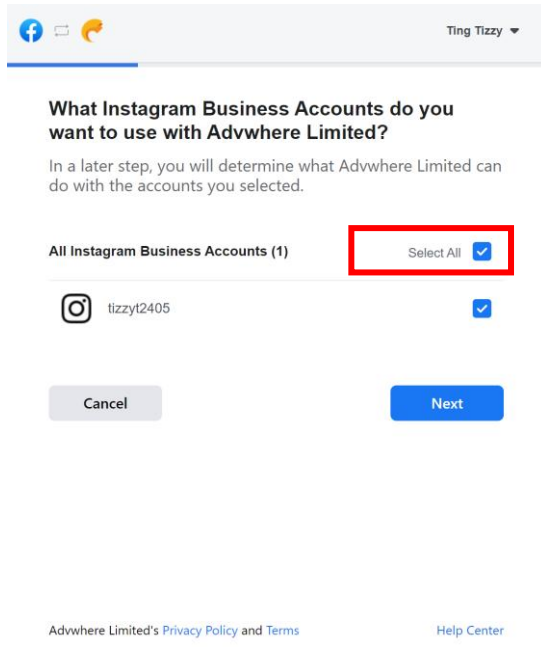


## Step 3

Click "Continue as XXX" to proceed to the next step.

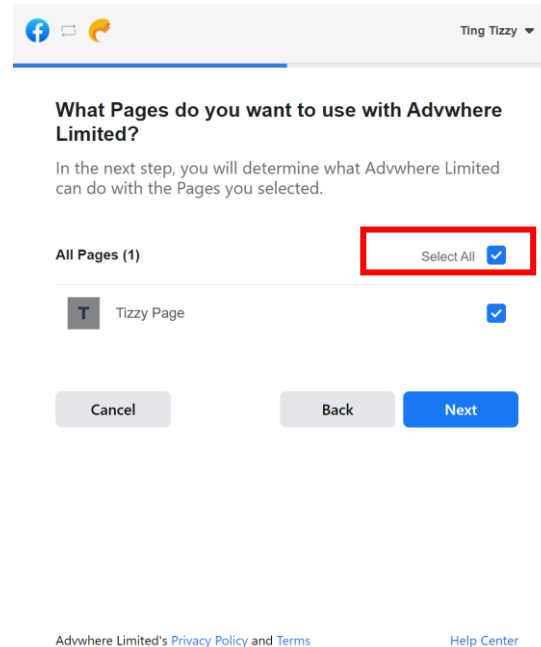


# How to Sign Up/Login to Cloudbreakr as an Influencer



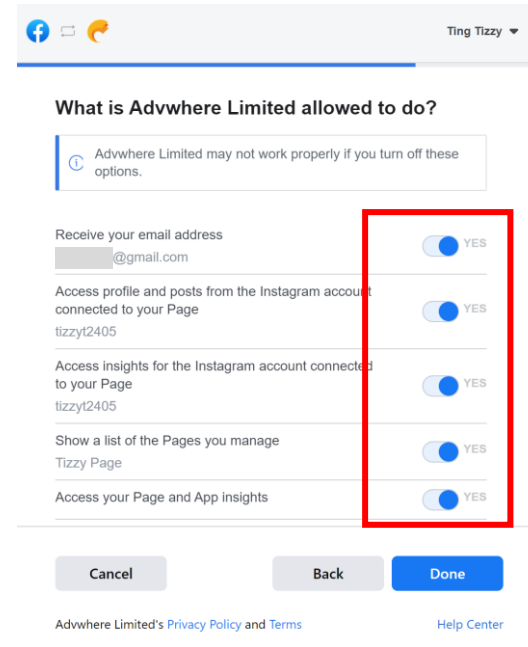
## Step 4

Tick all the Instagram Professional (Business/Creator) Account that show on the list and click “Next”. This is to grant the permission to us to verify your page ownership.



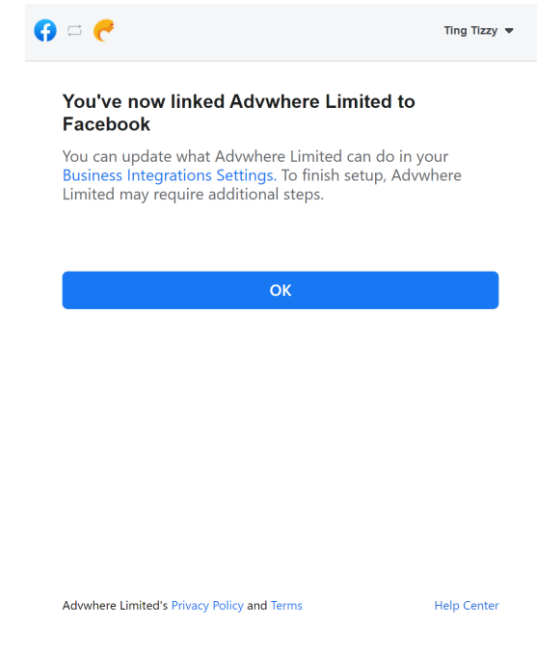
## Step 5

Tick all the Facebook page that show on the list and click “Next”. This is to grant the permission to us to verify your page ownership. **Please make sure you have ticked the Facebook page that are connected with the Instagram account.**



## Step 6

Ensure all the permission here are switched to “YES” and then click “Done” to proceed. Remember to scroll the list to ensure every permission are switched.\*



## Step 7

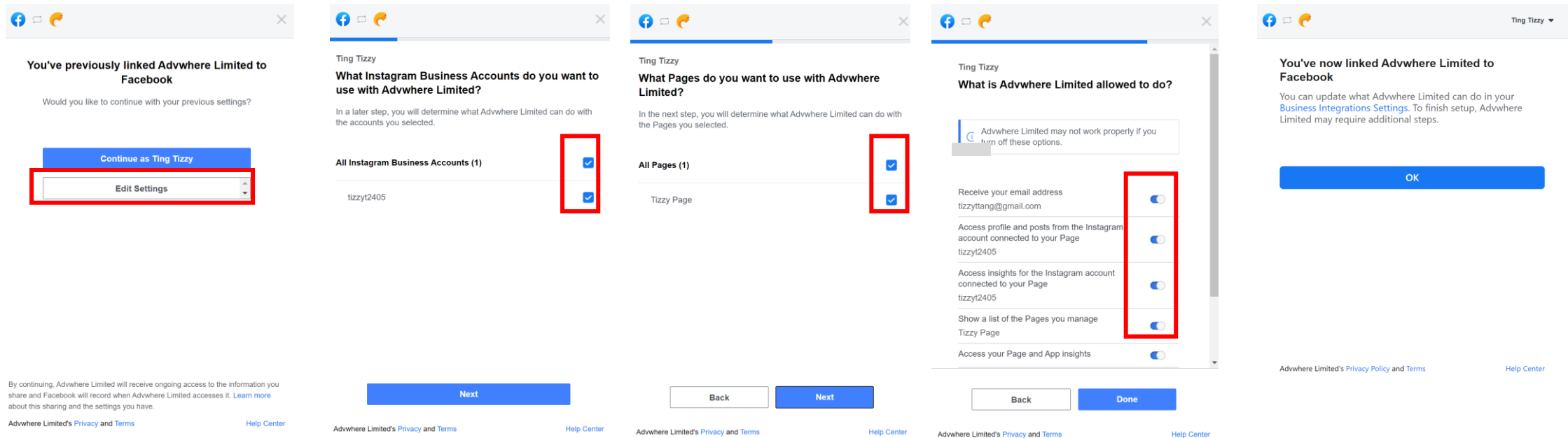
Click “OK” to complete the entire Facebook login process for the verification process. You should be able to redirect to the next page to select your pages that you wish to select as your main profile for business collaboration.

*\*All the data returned from the platform under your permission will only be used for verifying your ownership on these social media pages and used for future analysis on your business collaboration through our marketplace. If you have questions before signing up, please contact us at [info@cloudbreakr.com](mailto:info@cloudbreakr.com) for further information or refer to our Terms & Conditions at <https://www.cloudbreakr.com/terms>.*

# How to double check if I have follow the correct steps on Facebook login?

If you have problems after you login the platform, please try logout using this link

<https://cloudbreakr.com/logout> and return to the login page to follow the following steps again.



**Step 1**  
After you logout, click on  
“Edit Settings”.

**Step 2**  
Tick all the Instagram  
Professional (Business/Creator)  
Account that show on the list  
and click “Next”.

**Step 3**  
Tick all the Facebook page  
that show on the list and  
click “Next”. **Please make  
sure you have ticked the  
Facebook page that are  
connected with the  
Instagram account.**

**Step 4**  
Ensure all the permission  
here are switched to “YES”  
and then click “Done” to  
proceed. Remember to  
scroll the list to ensure  
every permission are  
switched.\*