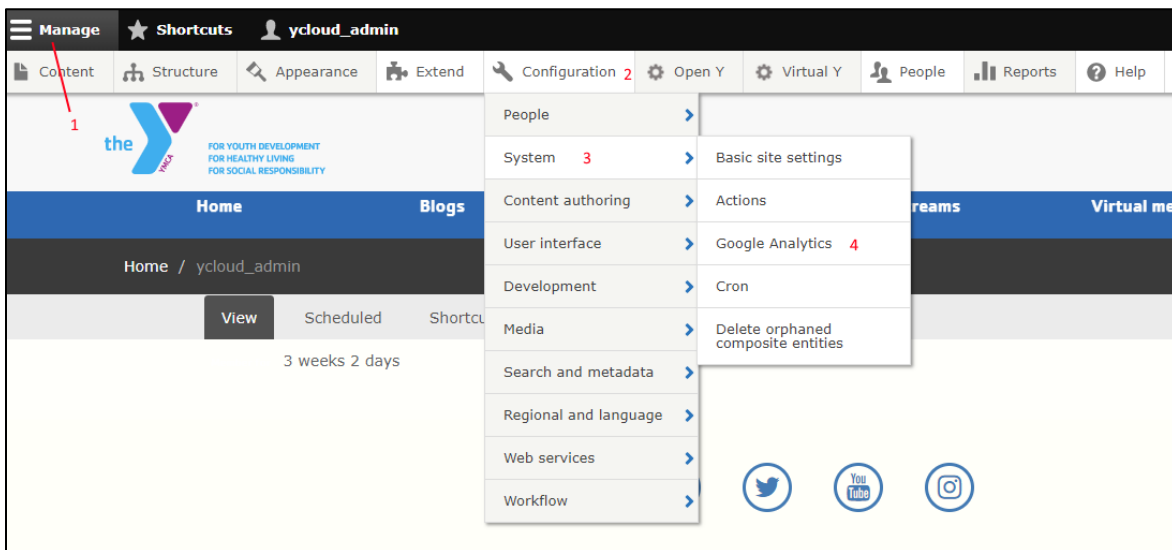


Turn on Google Analytics in Virtual Y

Note: If you do not have a Google Analytics account and would like to learn more, please visit the Google Marketing Platform website: <https://marketingplatform.google.com/about/analytics/>

1. Login to the administration section of your Virtual Y site
2. Navigate to the Google Analytics page by
 - a. Clicking Manage
 - b. Hovering over Configuration
 - c. Hovering over System
 - d. Clicking on Google Analytics



3. On the Google Analytics page you may enter your **Google Analytics Web Property ID** created for your Virtual Y site. This number is in the format of **UA-123456789-1**.

Google Analytics is a free (registration required) web analytics service

▼ GENERAL SETTINGS

Web Property ID *

UA-123456789-1

This ID is unique to each site you want to track separately. For more information, see the Analytics Settings page to see the ID next to every property.

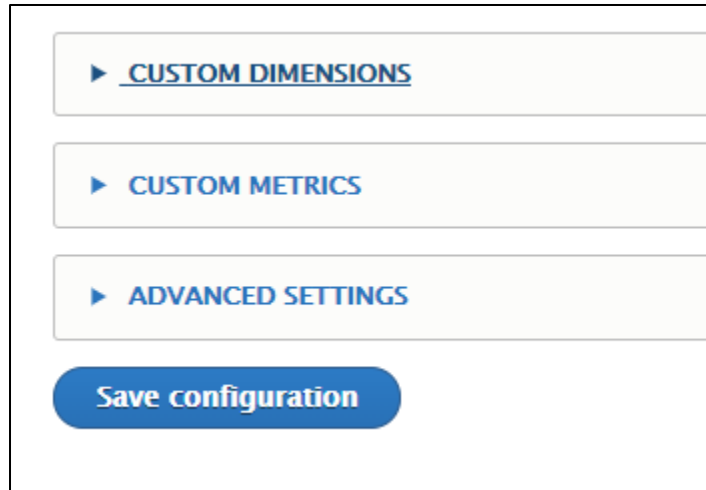
Premium account
If you are a Google Analytics Premium customer, you can track more than one user per session.

Tracking scope

4. You may configure your tracking scope based on the setting found in the Tracking scope sub-tabs
 - a. Domains: What domains you are tracking within Virtual Y. Please select the default option.
 - b. Pages: You may track all pages or exclude specific pages
 - c. Roles: You may track all roles using the site or exclude specific roles such as your Site Owner roles
 - d. Uses: You may track various aspects of the users utilizing the site
 - e. Links and downloads: you may configure what type of link clicks are tracked
 - f. Messages: You may specify if status, warning, or error messages are tracked
 - g. Search and Advertising: You may configure AdSense tracking here. Likely this does not apply
 - h. Privacy: You may choose to anonymize user's IP address or not

Tracking scope	
Domains	A single domain
Pages	All pages with exceptions
Roles	Not restricted
Users	On by default with opt out
Links and downloads	Outbound links, Mailto links, Downloads, Colorbox enabled
Messages	Not tracked
Search and Advertising	Not tracked
Privacy	Anonymize IP enabled

5. Custom Dimensions, metrics and additional setting may be set by expanding the options at the bottom of the page. Setting these up is outside standard support of your Virtual Y site. More information can be learned from visiting Google's Analytics help pages
 - a. <https://developers.google.com/analytics/devguides/collection/analyticsjs/custom-dims-mets>



6. Ensure you click **Save configuration** after making the changes desired.