

How to Create a Looker Studio Report in UTMSimple

This guide will walk you through generating and accessing your Looker Studio Analytics Report for any of your subscriptions in UTMSimple.

Step 1: Log in and Go to My Account

1. Log in to your UTMSimple account.
2. Navigate to the top right corner and click on **My Account**.
3. In the left-side menu, click **Subscriptions**.

The screenshot displays the UTMSimple user interface. On the left, a sidebar menu includes 'Subscriptions', 'Billings', 'Monthly Reports', 'AI Knowledge Base', 'Google Click Reports', and 'My Account'. The main content area shows a table of subscriptions. The table has columns for PLAN, TERMS, STATUS, START, END, PAYMENT METHOD, and DOMAIN. Two subscriptions are listed: one with a status of 'Expiring' and another 'Active'. Below the table, there are tabs for 'Code', 'Billing', and 'Analytics'. The 'Analytics' tab is selected, showing a toggle for 'Analytics Enabled' and a text input field for an email address (haktan@handldigital.com) with an 'Update' button. A link to 'Looker Studio' is also visible.

PLAN	TERMS	STATUS	START	END	PAYMENT METHOD	DOMAIN
Professional (Custom)	\$198.00 / month	Expiring	5/3/2025		Credit Card	https://touchstoneeducation.c...
Professional (Custom)	\$198.00 / month	Active	5/27/2025	6/27/2025	Credit Card	https://contentcreator.com

Step 2: Choose Your Subscription

1. In **Subscriptions**, you'll see a list of your active and expired plans.
2. Find the subscription you want to use and click the **Analytics** tab for that subscription.

Professional (Custom) \$198.00 / month

✓ Active

3/27/2025

6/27/2025

Credit Card

Code

Billing

Analytics



Analytics Disabled

Update

Step 3: Enable Analytics

1. If Analytics is disabled, toggle the switch to enable it.
2. Enter your preferred email address (must be a Google account) to receive the Looker Studio report.
3. Click **Update**.

“ **Note:** Make sure the email you provide is connected to a Google account.

Step 4: Access the Looker Studio Report Link

1. Once analytics are enabled and you've updated your email, a link labeled **Looker Studio** will appear.
2. Click on this link.

Code

Billing

Analytics



Analytics Enabled

Your Looker Studio report will be shared with following email.

(Make sure you have google account for below image otherwise please change it)

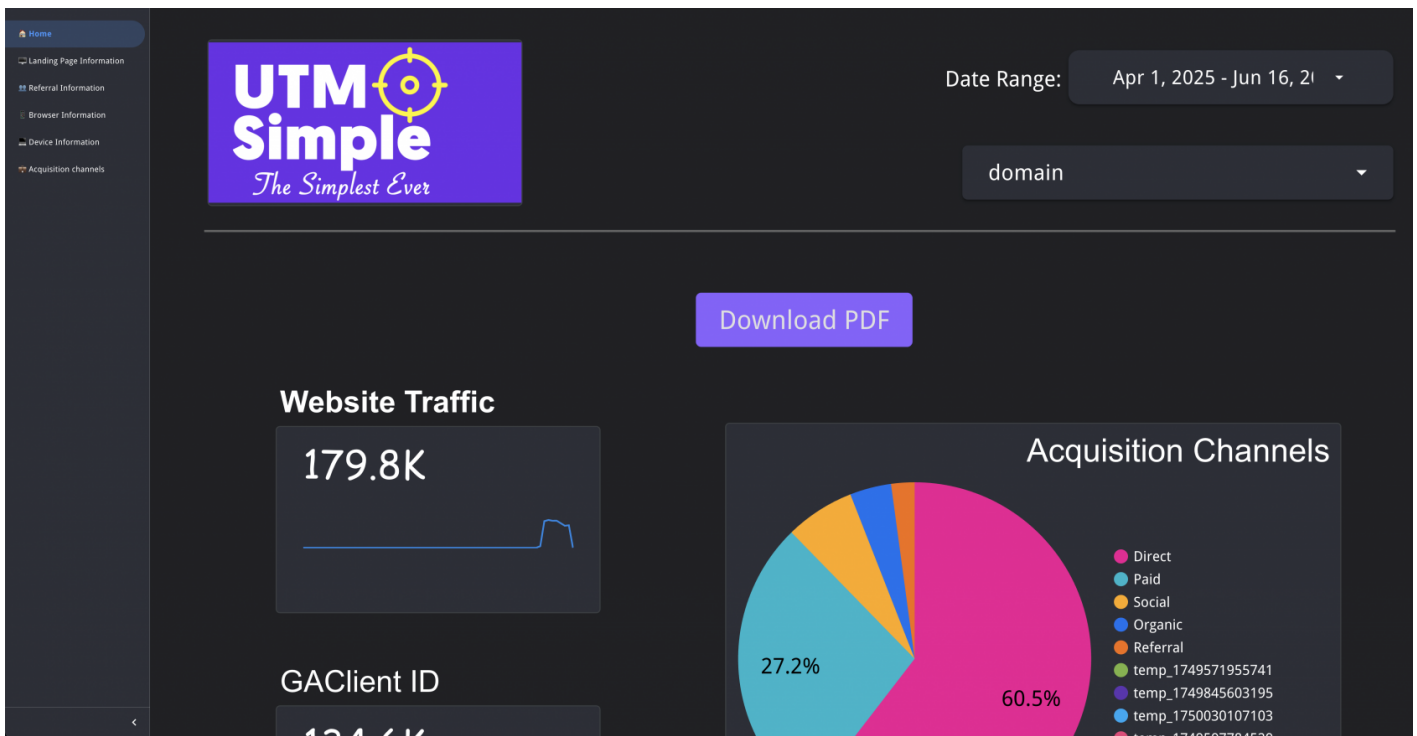
haktan@handldigital.com

Update

Please create your report by clicking on this Link: [Looker Studio](#)

Step 5: View Your Report in Looker Studio

1. You will be taken directly to your custom Looker Studio report.
2. Explore your traffic, channels, and acquisition analytics.
3. Use features like date range selection, filters, and PDF downloads as required.



Troubleshooting

- If you don't see the link, double-check that Analytics is enabled and your email is correct.
- The Google email provided must have access to Google Looker Studio.

You're all set! If you have any issues, contact support via the options in your UTMSimple dashboard.

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