

## Adding New Email for the Backup Status Report

https://campus.barracuda.com/doc/100371350/

To add a new email, perform the following steps.

1. At the ECHOplatform ribbon, click the **Preferences**, **Configure Reporting**, as shown below.

ECHO PLATFORM	û Home		More Services	View Reports	Pay Bill	Downloads	∰ <b>▼</b> Preferences	
Home > Manage							Configure Re	porting
Management Dashboard View, Edit, and Manage Your Accounts, Groups, and Computers						Supp	Manage Integrations	

The Reporting page is displayed.

e > Preferences: Configure Reporting			Construction Feedback	E mip
Reporting User set report conditions			Search for an account .	Q
BROTING				
mail Notifications				+ Add New
Email Address	Include Backup Status Report Summary Notification Email			
Divilog/test.com				
Seporting Conditions				
Condition	Completed	Warring	Failed	
General Backup Conditions				
Backup Canceled	0		0	
Backup Exception	0	0		
Backup Missed	0	0		
Backup Logs Conditions				
Warnings Present		0	0	
Errors Present	0		0	
No New File Data Backed Up		0	0	
No New Exchange, SQL, VM or Image Data Backed Up	0		0	
Restore/Delete Conditions				
(only used in account and computer activity)				
(only used in account and computer activity) No-Data Restored	0	0		

2. Click **Add New Email** to add new email addresses. The Add New Email pop-up is displayed.

Add N	lew Email	$(\times)$
	Email Address	
	Submit Cancel	

3. Type the address, and then click **Submit**. The email address is displayed in the Email Address listing.

## Barracuda Intronis Backup



## Figures

- 1. campus bu status adding.png
- 2. campus bu status adding1.png
- 3. campus bu status adding2.png

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