

Step 3 - How to Configure the Web Interface

<https://campus.barracuda.com/doc/2490453/>

This article refers to the Barracuda Message Archiver version 5.0 or higher.

Before configuring the web interface, complete [Step 2 - Optional Configuration Settings](#).

Configure the Barracuda Message Archiver from the Web Interface

Verify the system accessing the web interface is connected to the same network as the Barracuda Message Archiver, and that the appropriate routing is in place to allow connection to the IP address of the Barracuda Message Archiver via a web browser.

Secure Access

To ensure the highest security, use HTTPS to configure your Barracuda Message Archiver web interface. In addition, Barracuda Networks recommends requiring HTTPS to connect to the Barracuda Message Archiver. To configure this setting, go to the **Advanced > Secure Administration** page in the Barracuda Message Archiver web interface.

Step 1. Verify Settings

1. From a web browser, enter `http://` followed by the IP address of the Barracuda Message Archiver, followed by the default Web Interface HTTP Port (:8000).
For example, `http://192.168.200.200:8000`
2. Log into the administration interface by entering `admin` for the username and for the password:
If your appliance serial number is higher than 1311431, then the default administrator password is the *numeric portion of the serial number*. If your serial number is 1311431 or lower, then the default administrator password is `admin`. For help finding the serial number of your appliance, see [Serial Number for Hardware and Virtual Appliances](#).
3. Go to the **Basic > IP Configuration** page and perform the following steps:
 1. In the **TCP/IP Configuration** section, verify the IP address, netmask, default gateway for your Barracuda Message Archiver.
 2. Verify the primary and secondary DNS servers for your Barracuda Message Archiver.
 3. Enter the default hostname and default domain name of the Barracuda Message Archiver.
4. Click **Save**.

Whenever your Barracuda Message Archiver IP address is changed on the **Basic > IP Configuration** page, you are disconnected from the administration interface; log in again using the new IP address.

Step 2. Configure Administrative Settings

Go to the **Basic > Administration** page and perform the following steps:

1. (Optional but **highly recommended** for your security and protection) In the **Password Change** section, change the system password for the admin account.
2. Verify the **Time Zone**; this setting determines the delivery times for messages. Note that the system reboots when the time zone is changed.
3. Verify the **Locale**.
4. (Optional but **highly recommended** for your security and protection) Specify the **Administrator IP/Range** addresses/networks that can access the administrative web interface for the Barracuda Message Archiver.
5. In the **Web interface Settings**, you can change the port number used to access the Barracuda Message Archiver administration interface. The default port is 8000.
6. Enter the **Session Expiration Length** (in minutes) for your web administration interface session; at expiration, you are required to log back in to the interface.
7. (Optional) Specify SNMP access and notifications.
8. In the **Email Notifications** section, enter the email addresses for your Administrator to receive system alerts, notifications, and other urgent communications from Barracuda Networks.
9. (Optional) Specify your local SMTP server in the **Outbound SMTP Host/Smart Host** field, and associated **Outbound SMTP Port**.
10. (Optional) Specify the data **Rotation Threshold** and **Rotation End Point**.
11. (Optional) Specify whether to require **Secondary Authorization** for certain actions.
12. Click **Save**.

Activate Subscriptions

After installation, your Energize Updates and other optional subscriptions must be activated to fully enable the Barracuda Message Archiver and to continue receiving the latest updates to all virus, policy, and document definitions from Barracuda Central. The Energize Updates service is responsible for downloading these updates to your Barracuda Message Archiver.

To activate your subscription status:

1. At the top of every page, you may see the following warning:

Error: Activation has not been completed. Please activate your Barracuda Message Archiver to enable functionality. (Click here to activate)

2. Click on the designated link to go to the **Product Activation** page in a new browser window.
3. On the **Product Activation** page, fill in the required fields and click **Activate**. A confirmation page opens and displays the terms of your subscription.
 - If your Barracuda Message Archiver cannot communicate directly to Barracuda Central servers, an Activation Code displays; enter this code in the **Activation Code** area using the steps described below in **step 4**.

4. Return to the Barracuda Message Archiver administration interface and navigate to the **Basic > Status** page. In the **Subscription Status** section, verify that the word **Current** appears next to **Energize Updates, Instant Replacement Service** (if purchased), and **Premium Support** (if purchased).
5. There may be a delay of a few minutes for the display to reflect your updated subscription status. If the status continues to display as **Unactivated**, click **Refresh** in the **Subscription Status** section.

If your subscription status does not change to **Current** within an hour, or if you have trouble filling out the **Product Activation** page, contact your Barracuda Networks sales representative.

Update Firmware

Use the following steps to update the firmware:

1. Go to the **Advanced > Firmware Update** page, and verify the installed version matches the **Latest General Release**. The **Download Now** button next to **Latest General Release** is disabled if the Barracuda Message Archiver is up-to-date with the latest firmware.
2. *If the installed version does not match **Latest General Release*** : read the release notes to learn about the latest features and fixes provided in the new firmware version, and click **Download Now** to begin the download. Updating the firmware may take several minutes; do not turn off the unit during this process. Click **Refresh** next to the firmware download progress to view the download status. A **Firmware downloaded** message displays once the download is complete, and **Refresh** is replaced by **Apply Now**.
3. Click **Apply Now** when the download is complete.
4. Click **OK** when prompted to reboot the Barracuda Message Archiver. A **Status** page displays the progress of the reboot. Once the reboot is complete, the login page appears.
5. After the firmware update, press **Ctrl-F5** to reload JavaScript and clear your cache.

Update Definitions

To apply the newest definitions provided by Energize Updates:

1. Go to the **Advanced > Energize Updates** page.
2. Set **Automatic Updates** to **On**. The recommended setting is **On** for all available definitions.
3. Verify the current version is the same as the latest general release. If the rules are not up-to-date, continue to the next step, otherwise definition update is complete.
4. Click **Update** to download and install the latest available definitions to the Barracuda Message

Archiver.

Continue with [Step 4 - How to Configure Administrative Settings](#).

Figures

1. error_msg.jpg

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