How to Apply Full Permissions for the ArchiveOne Service Account

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You can apply or reapply Full Access permissions for the ArchiveOne Service account on an individual mailbox using Exchange Management Shell or the Exchange Management Console, or to a group of mailboxes using Exchange Management Shell.

Set Full Access Permissions Using Exchange Management Shell

1. On the Exchange server, open Exchange Management Shell.
2. To apply Full Access permissions to an individual mailbox, run the following command:
   `Add-MailboxPermission "UserMailbox" -user "ServiceAccountName" -AccessRights FullAccess`
   where *UserMailbox* is the name of the individual mailbox on which to set the permissions, and "*ServiceAccountName*" is the ArchiveOne service account.

3. To set full permissions on multiple mailboxes, you can pipe the results of the `get-mailbox` cmdlet to the `add-mailboxpermission` cmdlet. For example:
   `Get-Mailbox -server "MailboxServerName" | Add-MailboxPermission –User "ServiceAccountName" -AccessRights FullAccess`
   where "*MailboxServerName*" is the name of the mailbox server where the mailboxes reside, and "*ServiceAccountName*" is the ArchiveOne service account.

Set Full Access Permissions Using Exchange Management Console

1. On the Exchange server, open the Exchange Management Console.
2. Expand **Recipient Configuration**, and click **Mailbox**.
3. Click on the mailbox on which you wish to set permissions in the center pane, and click **Manage Full Access Permission** in the **Actions** pane on the right.
4. In the **Manage Full Access Permission** dialog box, click **Add**, and then click the **ArchiveOne Service** account from the list. Click **Manage** to apply the Full Access permissions to the selected mailbox.

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