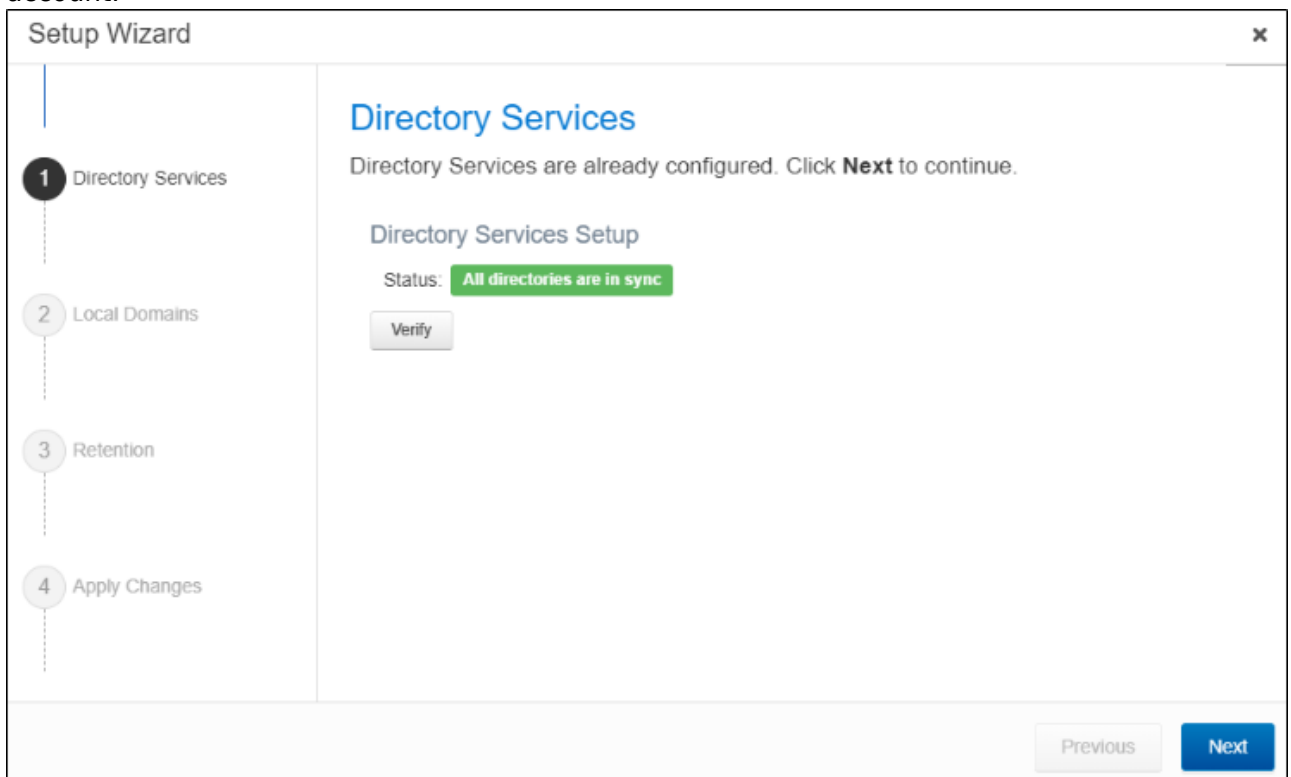


## Step 3 - Launch the Initial Setup Wizard

<https://campus.barracuda.com/doc/49056474/>

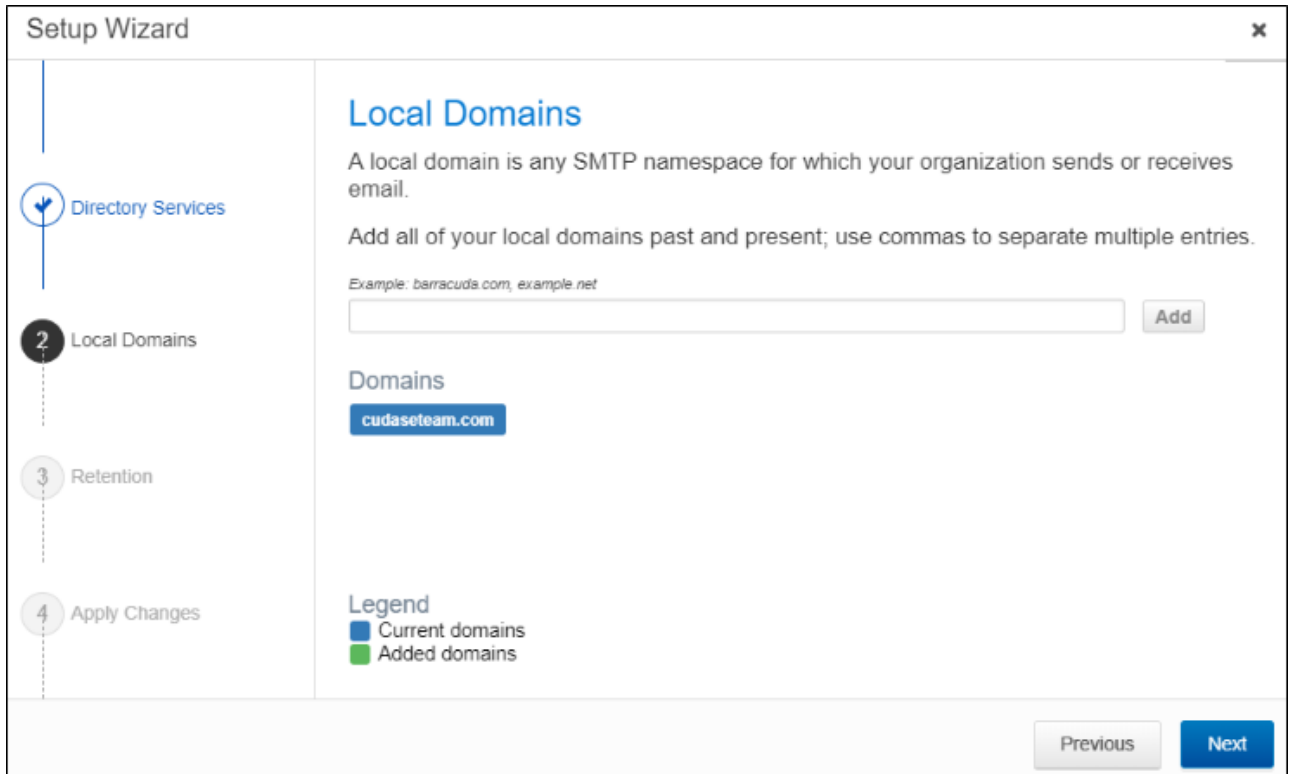
Use the Setup Wizard to complete the basic steps to set up the Barracuda Cloud Archiving Service.

1. Log into <https://login.barracudanetworks.com/> using your login credentials.
2. Click **Archiver** in the left pane. The initial setup wizard will run.
3. Click **Next**.
4. Click **Verify** to verify the directory service configuration in your Barracuda Cloud Control account.



The screenshot shows the 'Setup Wizard' window with a progress bar on the left indicating four steps: 1. Directory Services (active), 2. Local Domains, 3. Retention, and 4. Apply Changes. The main content area is titled 'Directory Services' and contains the text: 'Directory Services are already configured. Click **Next** to continue.' Below this, under 'Directory Services Setup', the status is 'All directories are in sync' in a green box, with a 'Verify' button underneath. At the bottom right, there are 'Previous' and 'Next' buttons.

5. Click **Next**.
6. Verify that all the email domains you plan to archive are listed here. If there are any missing, add them now.



**Setup Wizard**

1 Directory Services

**2 Local Domains**

3 Retention

4 Apply Changes

### Local Domains

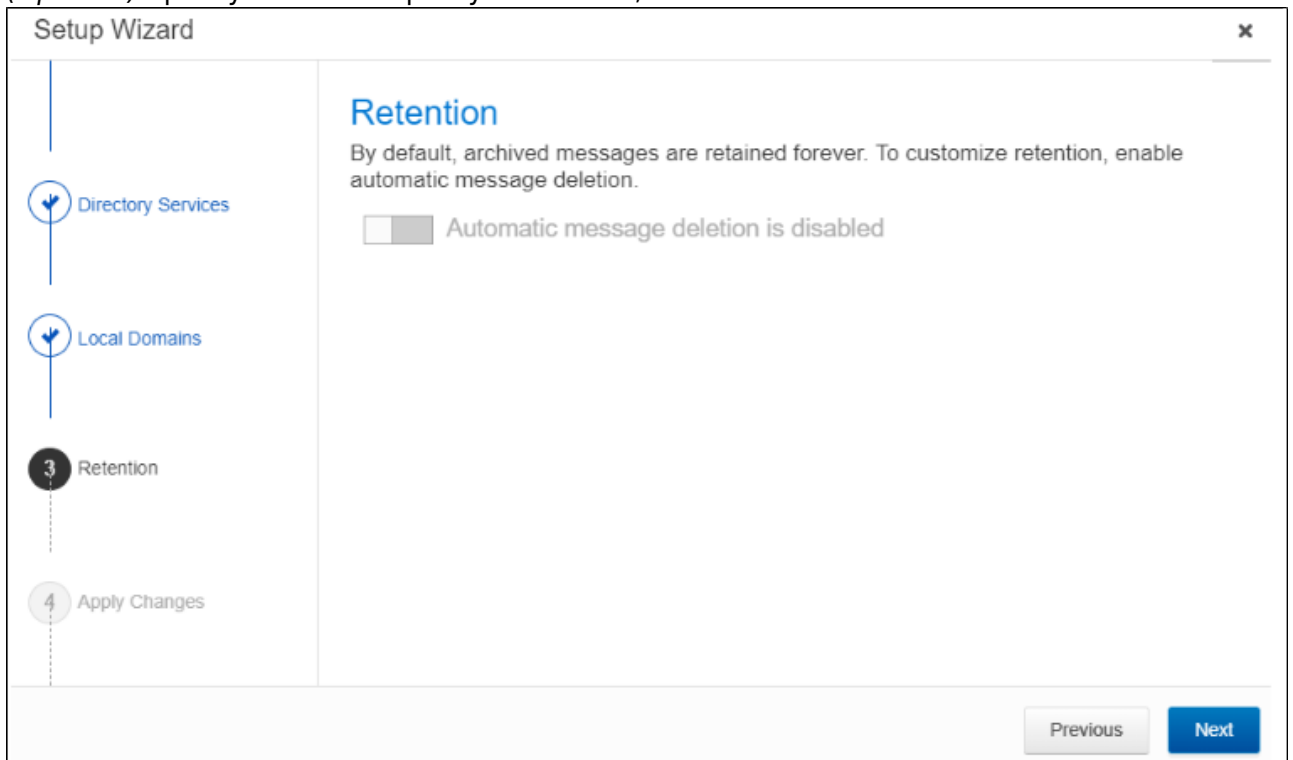
A local domain is any SMTP namespace for which your organization sends or receives email.

Add all of your local domains past and present; use commas to separate multiple entries.

Example: barracuda.com, example.net

7. Click **Next**.

8. (Optional) Specify a retention policy. Otherwise, click **Next**.



**Setup Wizard**

1 Directory Services

2 Local Domains

**3 Retention**

4 Apply Changes

### Retention

By default, archived messages are retained forever. To customize retention, enable automatic message deletion.

☐ Automatic message deletion is disabled

9. Click **Finish** to apply your changes.

Setup Wizard

Directory Services

Local Domains

Retention

4 Apply Changes

Apply Changes

No changes have been made.

Click **Finish** or click **Previous** to modify your settings.

Previous

Finish

Continue with [Step 4 - Choose Your Deployment](#).

## Figures

1. setupWizardDirSvcs.png
2. setupWizardLocalDomains.png
3. setupWizardRetention.png
4. setupWizardFinish.png

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