

How to Set Up Service Account for OneDrive for Business Data Sources

<https://campus.barracuda.com/doc/51189879/>

This article applies to Barracuda Cloud-to-Cloud Backup and Microsoft OneDrive for Business.

Depending on the plan and version of Office 365 you are running, some configuration settings may have a slightly different setup path.

Before Getting Started

In order for Barracuda Cloud-to-Cloud Backup to access OneDrive user accounts for backup, you must create a new service account with administrative privileges.

To create a new service account:

1. Log into your Office 365 Management Panel using an account with administrative privileges, and click **users and groups** in the left pane.
2. Click the **+** symbol to create a new account.
3. In the **details** page, enter the details for the new service account, and click **next**.
4. In the **settings** page, select **Yes** to assign administrator permissions, and from the drop-down menu, select **Global administrator**. Optionally, you can add an alternate email address and location. Click **next**.
5. In the **assign licenses** page, make no changes. Click **next**.
6. In the **send results in email** page, click **Create**. The service account details are sent to the admin.
7. To activate the account, log into your Office 365 Management Panel using the new service account, and update the password.

© Barracuda Networks Inc., 2020 The information contained within this document is confidential and proprietary to Barracuda Networks Inc. No portion of this document may be copied, distributed, publicized or used for other than internal documentary purposes without the written consent of an official representative of Barracuda Networks Inc. All specifications are subject to change without notice. Barracuda Networks Inc. assumes no responsibility for any inaccuracies in this document. Barracuda Networks Inc. reserves the right to change, modify, transfer, or otherwise revise this publication without notice.