

How to Automatically Add a Partner Administrator

<https://campus.barracuda.com/doc/69960219/>

Use the following steps to automatically add a partner administrator to a new customer account:

1. Log in to Barracuda Cloud Control using your partner credentials.
2. Click the **Home** link in the left pane, and click **Admin > Users**.
3. Click on the Partner Admin name; the user details display in the right pane. Scroll down to the **Customers** section. The list displays the accounts to which the Partner Admin has entitlements.
4. Select the **Automatically add this user to all new customer accounts** checkbox:

Customers

Manage the user's other accounts and their entitlements on those accounts.

Customer Name	Entitlements	Action
[Redacted]	Backup, Web Security, Email S...	<input type="button" value="Edit"/> <input type="button" value="Remove"/>
[Redacted]	Backup	<input type="button" value="Edit"/> <input type="button" value="Remove"/>
[Redacted]	Backup	<input type="button" value="Edit"/> <input type="button" value="Remove"/>
[Redacted]	Backup	<input type="button" value="Edit"/> <input type="button" value="Remove"/>

Automatically add this user to all new customer accounts

- Backup
- Web Security
- Email Security
- Archiver
- Mobile Devices
- Appliance Control
- Vulnerability Manager

5. Click **Save User** at the top of the page.
6. Click **Partner > Customer Accounts**, then click **Manage Customer Accounts**. Verify your changes propagated to the customer account information.

Figures

1. customers.png

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