

System Email Notifications

<https://campus.barracuda.com/doc/75694512/>

If you wish to receive email notifications, log in to the web interface and go to the **Basic > Administration** page:

- **Send Welcome Emails** – When set to **Yes**, a Welcome Email containing the account information for a new account is sent to the email address associated with that account.
- **System Alerts Email Address** – Enter the email addresses of those users who are to receive automated alerts sent directly from the Barracuda Cloud Archiving Service. Separate multiple addresses with commas. These alerts include information on Exchange Action, LDAP connectivity, federated search, and retention errors.
- **Report Exchange Action Errors** – When set to **Yes**, an email alert is sent to the **System Alerts Email Address** contacts when a Microsoft Exchange action experiences an error.

Click **Save** to save your changes.

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