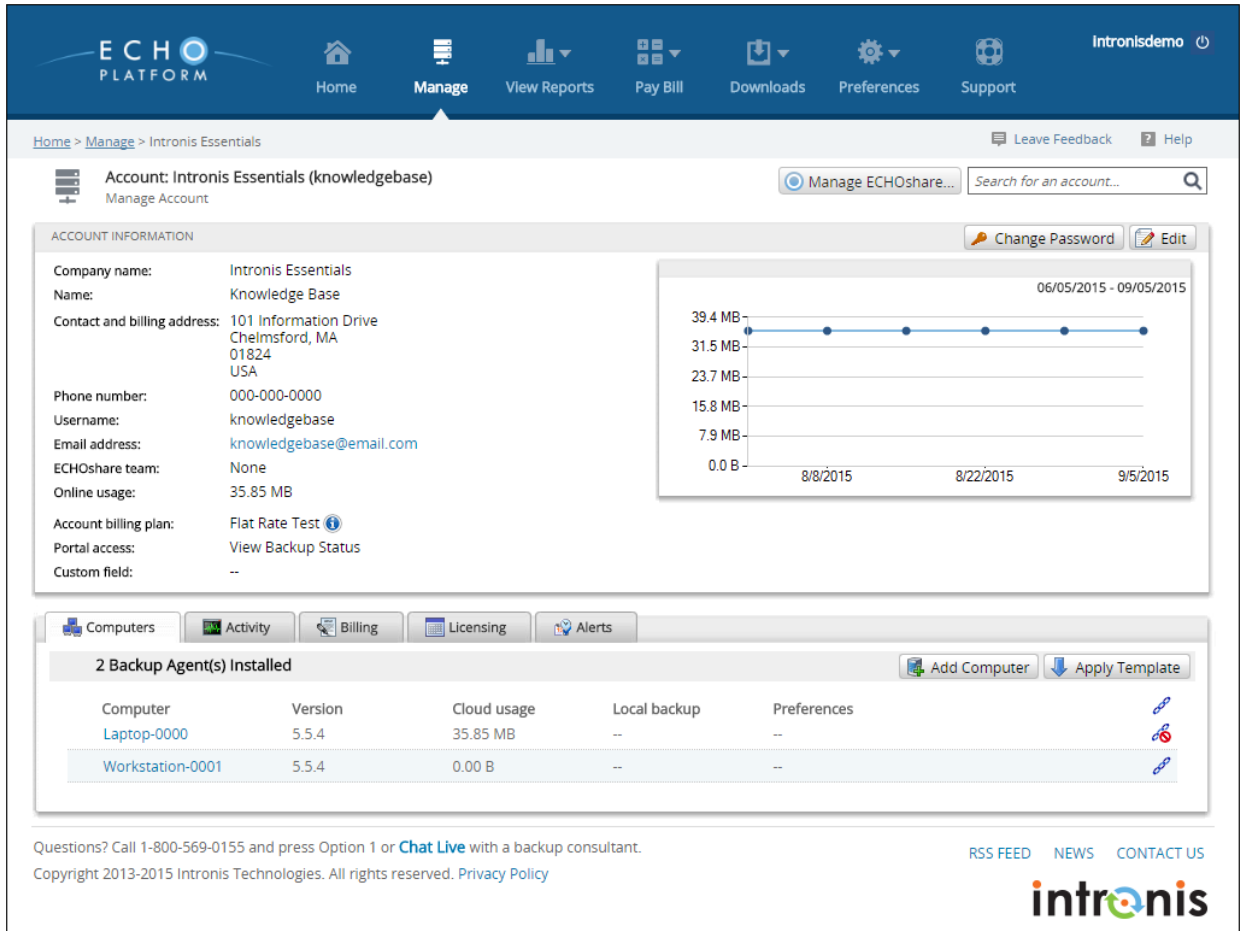

Adding a Computer Account (Subaccount)

<https://campus.barracuda.com/doc/93196636/>

Computer accounts are accounts that correspond to a specific computer. Data backed up from a computer belong only to that computer's respective computer account and can only be restored from, added to, or deleted from that same computer account. Think of it as each computer having its own bank account; it can make deposits to that account (backups) or withdrawals (restores) from it, but that money (data) belongs only to it. This article will show you how to add a computer account for a computer you want to back up.

Directions

1. Log in to the [management portal](#) and then navigate to the **Manage** tab.
2. Click on the client account to which you want to add this computer account. This should bring up the **Account Information** page.

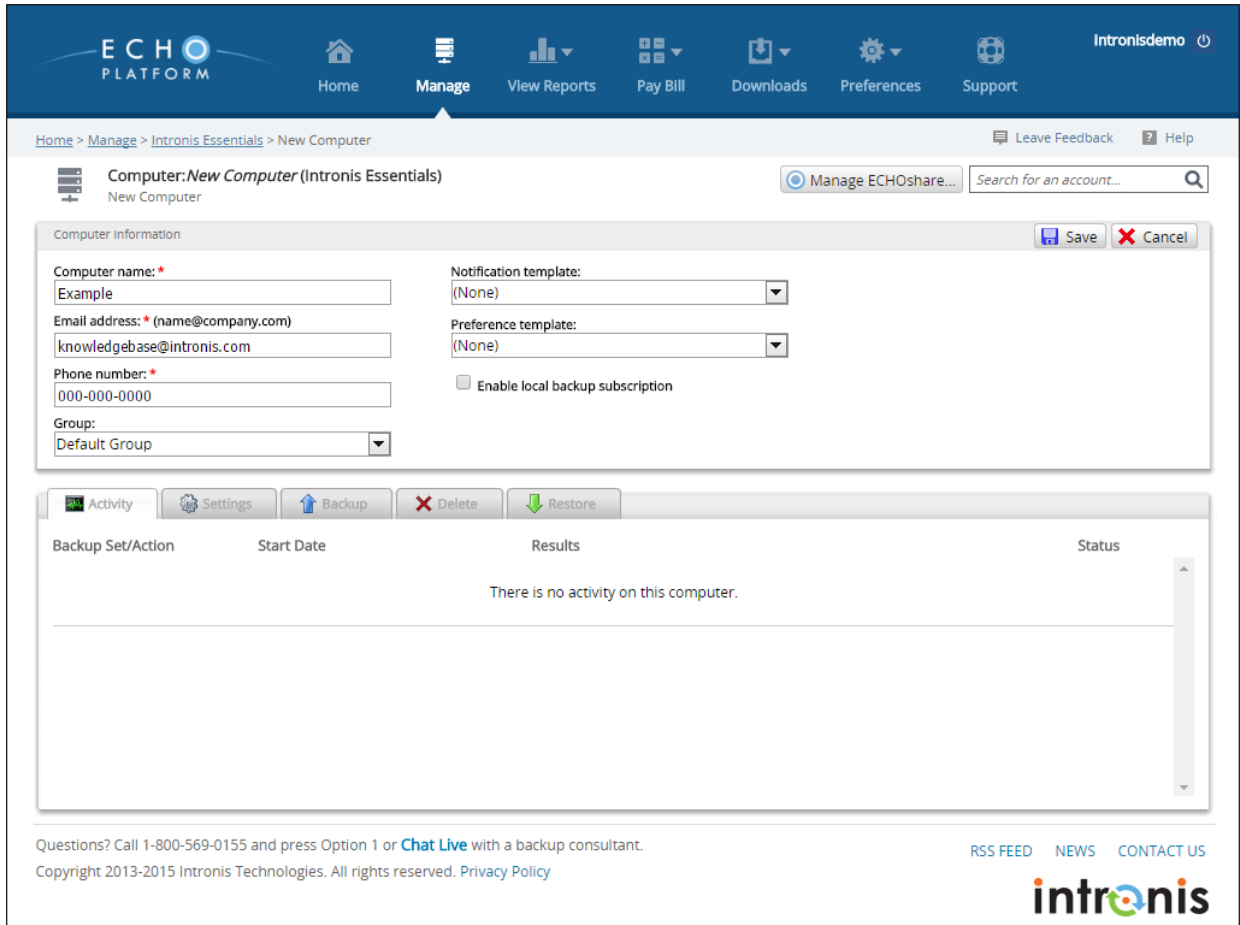


The screenshot displays the Intronis Essentials web interface. The top navigation bar includes links for Home, Manage, View Reports, Pay Bill, Downloads, Preferences, and Support. The main content area is titled "Account: Intronis Essentials (knowledgebase)" and includes a "Manage Account" link. Below this, the "ACCOUNT INFORMATION" section lists details such as Company name, Name, Contact and billing address, Phone number, Username, Email address, ECHOshare team, Online usage, Account billing plan, Portal access, and Custom field. A line graph shows cloud usage from 06/05/2015 to 09/05/2015, with data points at 39.4 MB, 31.5 MB, 23.7 MB, 15.8 MB, 7.9 MB, and 0.0 B. Below the account information, the "2 Backup Agent(s) Installed" section shows a table of installed agents.

Computer	Version	Cloud usage	Local backup	Preferences
Laptop-0000	5.5.4	35.85 MB	--	--
Workstation-0001	5.5.4	0.00 B	--	--

At the bottom of the interface, there are links for "Add Computer" and "Apply Template". The footer includes contact information, a copyright notice for 2013-2015 Intronis Technologies, and the Intronis logo.

3. Select the **Add Computer** button. This will bring up page where you will enter a name for the computer account (many choose to use the name of the machine being backed up) and email that will, by default, receive backup notifications for this computer account. You can apply notification or preference templates at this stage in addition to choosing which group the computer account will belong to.



The screenshot shows the 'ECHO PLATFORM' interface with a navigation bar including Home, Manage, View Reports, Pay Bill, Downloads, Preferences, and Support. The 'Manage' tab is active, leading to 'Intronis Essentials > New Computer'. The page title is 'Computer: New Computer (Intronis Essentials)'. A 'Manage ECHOshare...' button and a search bar are present. The 'Computer Information' section contains fields for Computer name (Example), Email address (knowledgebase@intronis.com), Phone number (000-000-0000), and Group (Default Group). It also has dropdowns for Notification template and Preference template, both set to '(None)', and an unchecked checkbox for 'Enable local backup subscription'. Below this is a table with tabs for Activity, Settings, Backup, Delete, and Restore. The table has columns for Backup Set/Action, Start Date, Results, and Status, and contains the message 'There is no activity on this computer.' The footer includes contact information, RSS feed, news, and contact us links, along with the Intronis logo.

Note: The local backup subscription you see here should only be enabled if you want to do local-only backups, not online and local backups. More information on that [here](#).

4. Click **Save** when you have finished. This will automatically take you to the computer account page where you can create backup sets and set preferences.

Figures

1. clientaccountpage.png
2. createsubaccountpage.png

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