

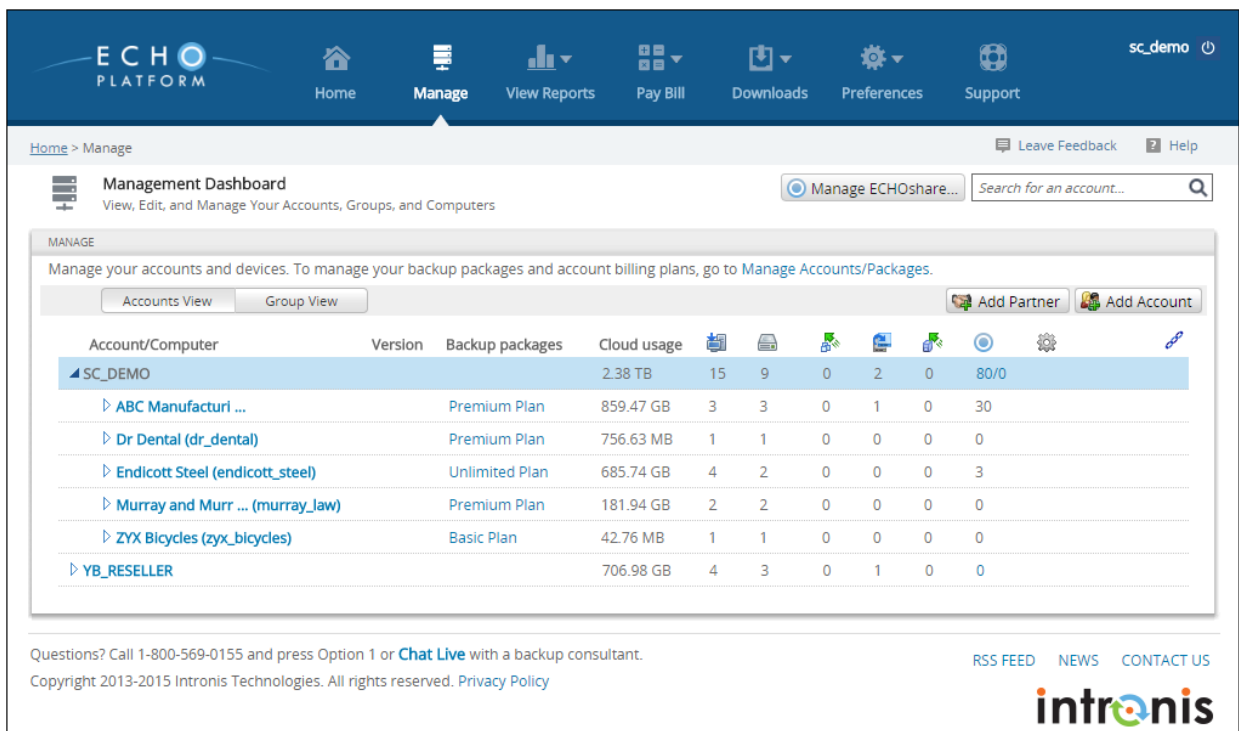
## Adding a Subpartner Account

<https://campus.barracuda.com/doc/93196661/>

A subpartner account is similar to a partner account except for being the child account of a partner account. A subpartner can do almost anything a partner can do, from creating client accounts and subaccounts to making custom billing plans. This article will instruct partners in creating a subpartner account.

### Directions


1. Log in to the [management portal](#) and then navigate to the **Manage** tab.



The screenshot shows the ECHO PLATFORM Management Dashboard. The top navigation bar includes Home, Manage, View Reports, Pay Bill, Downloads, Preferences, and Support. The Manage tab is active. Below the navigation bar, there's a Management Dashboard section with a search bar and a 'Manage ECHOshare...' button. The main content area is titled 'MANAGE' and contains a table of accounts and devices. The table has columns for Account/Computer, Version, Backup packages, Cloud usage, and various icons. The table lists several accounts, including SC\_DEMO, ABC Manufacturi..., Dr Dental (dr\_dental), Endicott Steel (endicott\_steel), Murray and Murr... (murray\_jaw), ZYX Bicycles (zyx\_bicycles), and YB\_RESELLER. The bottom of the page includes contact information, a footer with 'Copyright 2013-2015 Intronis Technologies', and the Intronis logo.

Account/Computer	Version	Backup packages	Cloud usage	15	9	0	2	0	80/0
SC_DEMO			2.38 TB	15	9	0	2	0	80/0
ABC Manufacturi ...	Premium Plan		859.47 GB	3	3	0	1	0	30
Dr Dental (dr_dental)	Premium Plan		756.63 MB	1	1	0	0	0	0
Endicott Steel (endicott_steel)	Unlimited Plan		685.74 GB	4	2	0	0	0	3
Murray and Murr... (murray_jaw)	Premium Plan		181.94 GB	2	2	0	0	0	0
ZYX Bicycles (zyx_bicycles)	Basic Plan		42.76 MB	1	1	0	0	0	0
YB_RESELLER			706.98 GB	4	3	0	1	0	0

2. Click on the **Add Partner** button on the right-hand side.
3. Here you will enter the account information for your subpartner. Once you have finished, click **Save** to finish creating the account.



Home

Manage

View Reports

Pay Bill

Downloads

Preferences

Support

sc\_demo

Home > Manage > New Partner

Leave Feedback

Help

Partner: *New Partner*

New Partner

Manage ECHOshare...

Search for an account...

PARTNER INFORMATION

Username: \* (needs to be unique)

invigaron

Create a password: \*

.....

Retype password: \*

.....

☒ Billing address is the same as contact address

Select package(s): \*

Unlimited Plan

Name: \* (James Smith)

Frank Reynolds

Email address: \* (name@company.com)

freynolds@email.com

Company name: \*

Invigaron Technology Solutions

Address: \*

9373 Street

Address 2:

City: \*

Middleton

State/Province: \*

AA

Postal code: \*

12345

Country: \*

US

Phone number: \*

000-000-0000

Accounts/Computers

Billing Plan

Licensing

Accounts View

Group View

## Figures

1. managepage.png
2. createsubpartnerpage.png

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