

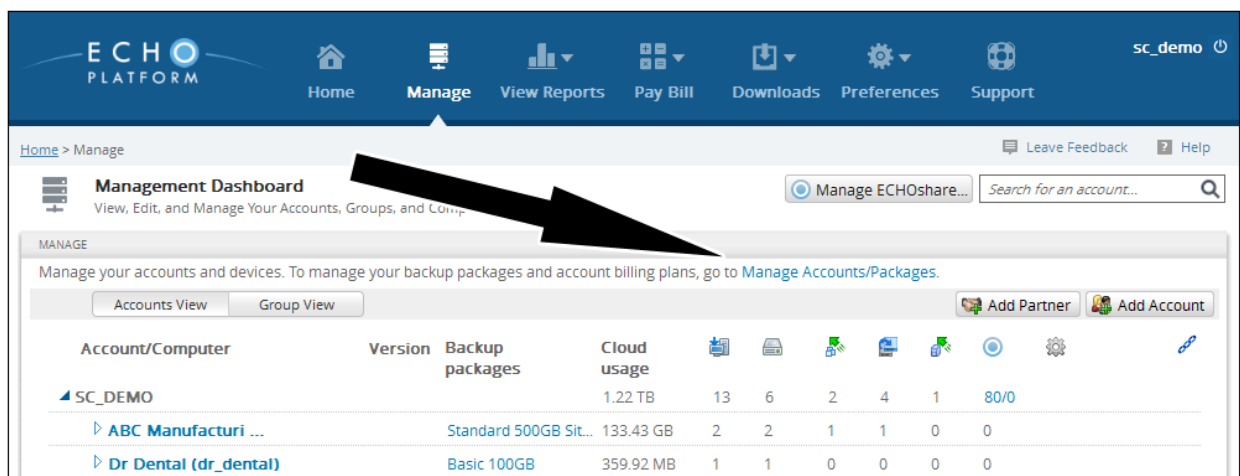
Assigning Backup Packages and Billing Plans

<https://campus.barracuda.com/doc/93196667/>

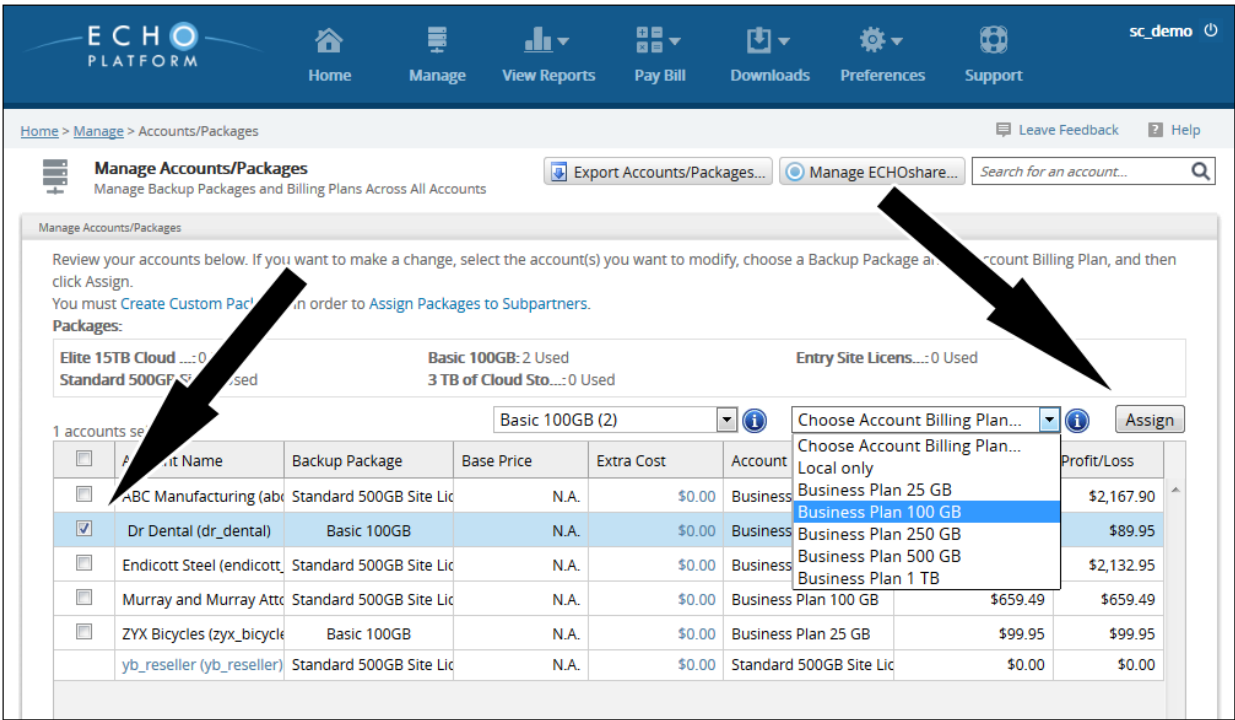
While you can assign a backup package or billing plan to an account at its creation, you have the option of changing those later on. Instead of going to each account individually to do this, the Manage Accounts/Packages feature lets you change the backup package and/or billing plan of multiple accounts from one place.

Directions

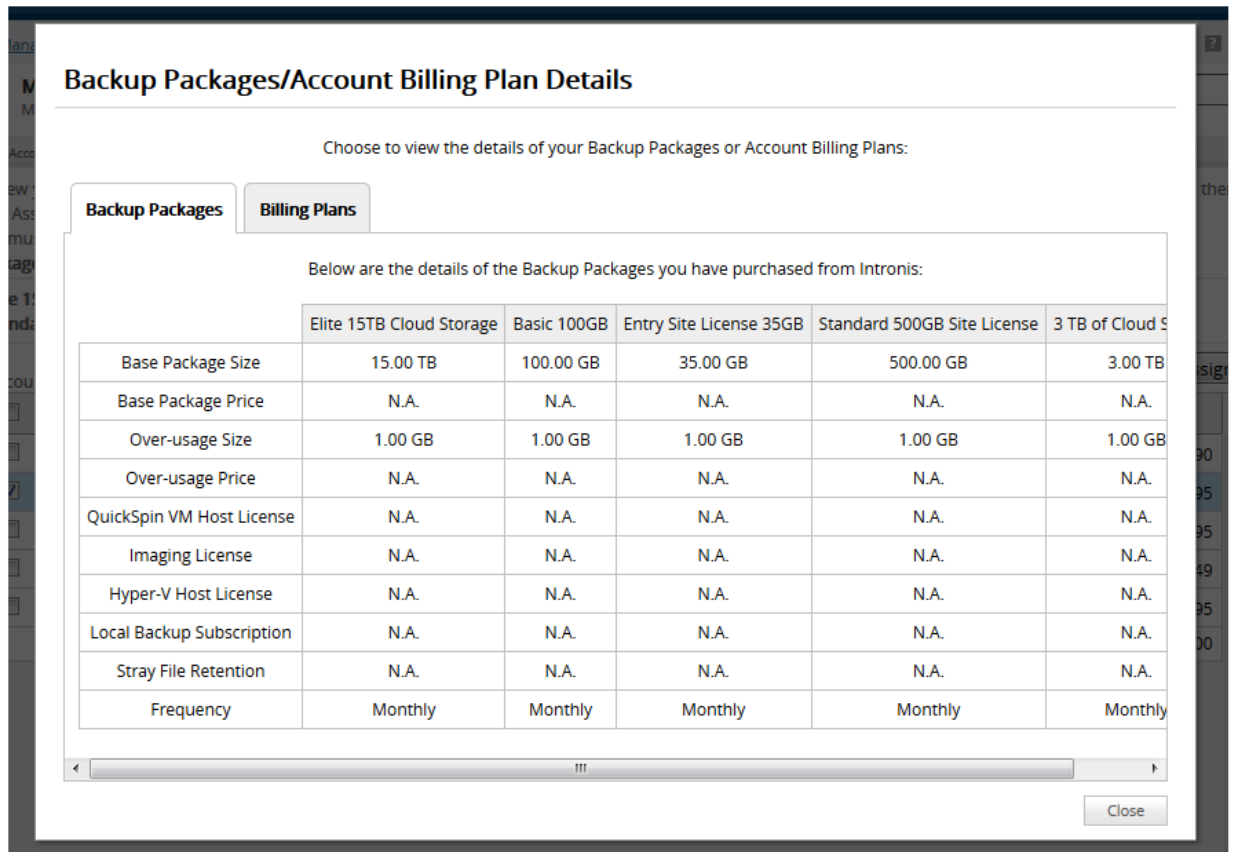
1. Open the [management portal](#) and go to the **Manage** tab.
2. Click on the **Manage Accounts/Packages** link.



3. To change an account's assignments, place a check next to that account and choose the backup package and billing plan you want to set from the **Choose Backup Package...** and **Choose Account Billing Plan...** drop-down menus. Click **Assign** to finalize the assignment.



4. To see details of your backup packages or billing plans, click on the  icon.



Figures

1. dpaascommit1.png
2. manageaccountspackages.png
3. download.png
4. manageaccountspackages2.png

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