

## Task 5. Creating an Agreement Type

https://campus.barracuda.com/doc/96025474/

To create an Agreement Type, perform the following steps.

1. Navigate to the Setup Tables search page.





2. At the Table field, type **Agreement Type**, and press **Enter**. The Agreement Type link is displayed.



3. Click the **Agreement Type** link. The Agreement Type List is displayed.

Setup Tables > Agreement Type List Agreement Type List							
<	+	SEARCH	CLEAR				
Description			Default	Inactive			
Adina_AgreementType							
AdrianAgreement							
Adrian	Agreen	nent2					

4. Click the New Item + icon.

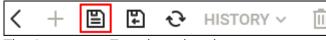
The new Agreement Type page is displayed.

**Note**: A unique Agreement Type is required to find and update the appropriate agreements with backup billing information.



Agreement Type Work Rate Work Type 🛞				
< + III II O MARKETPLACE I	IISTORY - 📋			
Agreement Type Overview				
Name*	inactive	Location	~	Restrict
Prepayment (reverse revenue when applied)	Default	Business Unit	~	Restrict
\$LA		Copy Work Role to Agreement		Copy Work Type to Agreeme

- At the Name field, type an easily recognizable agreement name.
  Recommendation: Use the same name for Agreement Type as you used for the Management IT Solution.
- 6. Complete the appropriate fields.
- 7. When complete, click the Save icon, as shown below.



The Agreement Type is updated.

Go to Task 6. Creating Agreements for ConnectWise Companies.

## Barracuda Intronis Backup



## Figures

- 1. image2022-1-5 12:31:13.png
- 2. image2022-1-5 12:31:58.png
- 3. image2022-1-5 12:32:18.png
- 4. image2022-1-5 12:33:24.png
- 5. image2022-1-5 12:34:7.png
- 6. image2022-1-5 12:34:53.png
- 7. image2022-1-5 12:36:1.png

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