Adding additional service accounts

SaaS Backup For Office 365

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If needed, you can add additional service accounts to improve backup performance. Service accounts are used to perform concurrent backups efficiently.

Steps

1. Log in to the Microsoft Office 365 Management Portal using an account with administrative privileges.
2. Click on the app launcher icon and then click **Admin**.
3. On the left, click **Users** and then **Active Users**.
4. Click **Add a User** to create a new account.
5. Fill in the form following the instructions below.
    - Use **Let me create the password**.
    - Deselect **Make this user change their password when they first sign in** option.
    - Select the role **Customized Administrator**.
    - Select **Exchange administrator** and **SharePoint administrator**.
    - Select **Create user without product License**.
6. For Exchange backups to run with newly created service accounts, assign the Exchange impersonation rights to these newly created service accounts.
   Configuring impersonations

SaaS backup automatically assigns the permissions on OneDrive and SharePoint sites, so you don’t need to assign them.

You can enable multi-factor authorization (MFA) on this account.

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