



Narbulut Distributor Panel

November 2022

WELCOME TO NARBULUT DISTRIBUTOR PANEL GET STARTED GUIDE!

This guide includes brief information about the basic matters.

CONTENT

OVERVIEW.....	4
1. MY INSTALLATION FILES	5
2. ORGANIZATION	5
A. Users.....	6
B. Resellers.....	9
3. LICENSE.....	13
A. Dashboard	13
B. License Transactions.....	14
4. ACTIVATE TWO-FACTOR AUTHENTICATION FOR YOUR OWN ACCOUNT	15

Overview

This is what the distributor panel looks like:

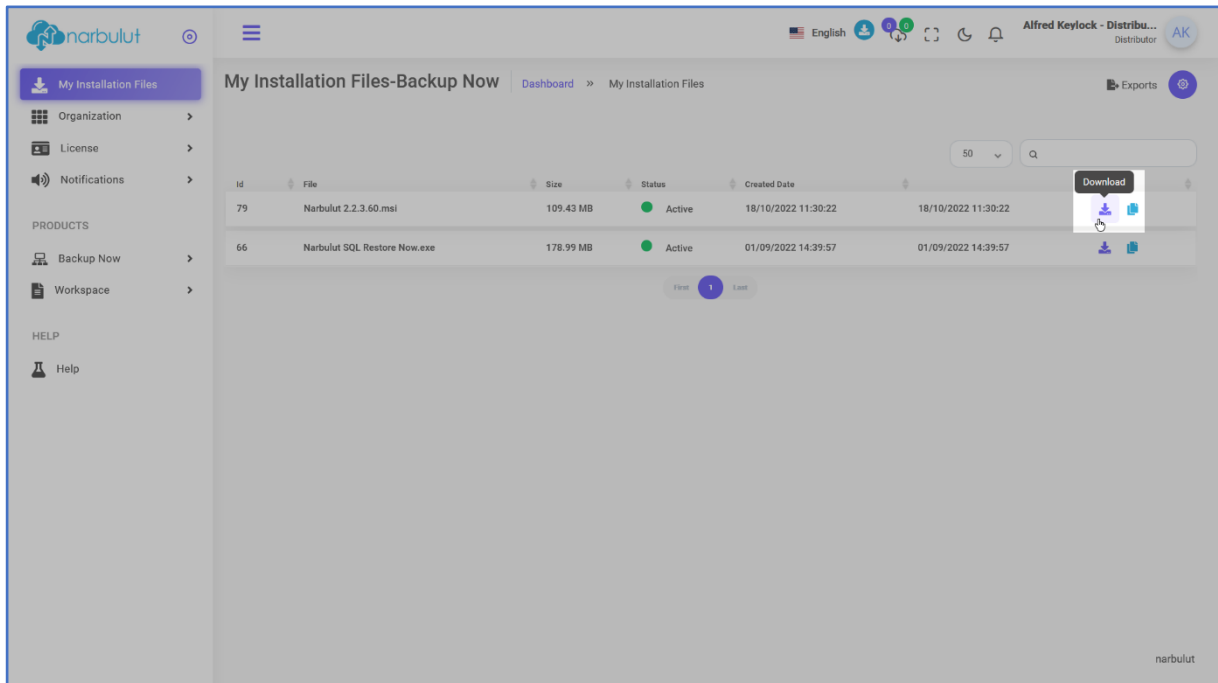
The screenshot shows the Narbulut web application interface. On the left is a sidebar with navigation options: My Installation Files, Organization (selected), Users (highlighted), Groups, Sub distributors, Resellers, Clients, License, Notifications, PRODUCTS, Backup Now, Workspace, and HELP. The main content area is titled 'Users' and shows a list of users. At the top right of the main area, there are tabs for 'Users' and 'Organization', and a user profile for 'Alfred Keylock - Distributor' with initials 'AK'. Below the tabs is a 'Filter' dropdown and an 'Actions' menu with a '+ Add' button. The user list table has columns: License, Name Surname, E-mail, User Roles, Created Date, Status, and Detail. All users are marked as 'Active'. At the bottom of the table, there is a pagination control showing 'First', '1' (selected), and 'Last'.

License	Name Surname	E-mail	User Roles	Created Date	Status	Detail
<input type="checkbox"/>	WM William Marsh - Client Admin Account	william.marsh@ontosso.com		01.11.2022	Active	...
<input type="checkbox"/>	HW Henry Watts - Reseller Admin Account	henry.watts@ontosso.com		01.11.2022	Active	...
<input type="checkbox"/>	CO Charles Organ - Raveneye Retail Client Admin Account	charles.organ@ravenret.com		24.09.2022	Active	...
<input type="checkbox"/>	JC John Chard - Lure Tech Reseller Admin Account	john.chard@luretechno.com		24.09.2022	Active	...
<input type="checkbox"/>	AK Alfred Keylock - Distributor Admin Account	alfred.keylock@ontosso.com		24.09.2022	Active	...
<input type="checkbox"/>	Michael Specter - End User Account	michael.specter@ontosso.com		30.07.2022	Active	...

Once you are logged in to the panel "Users" page welcomes you. (See also "[Users](#)" for further information.)

1. My Installation Files

From this page, you can install the latest version of “Narbulut Backup Now” by simply clicking the download icon. Installation will be initiated right after. Using the **copy** button next to, you can copy the download link to share via any application.

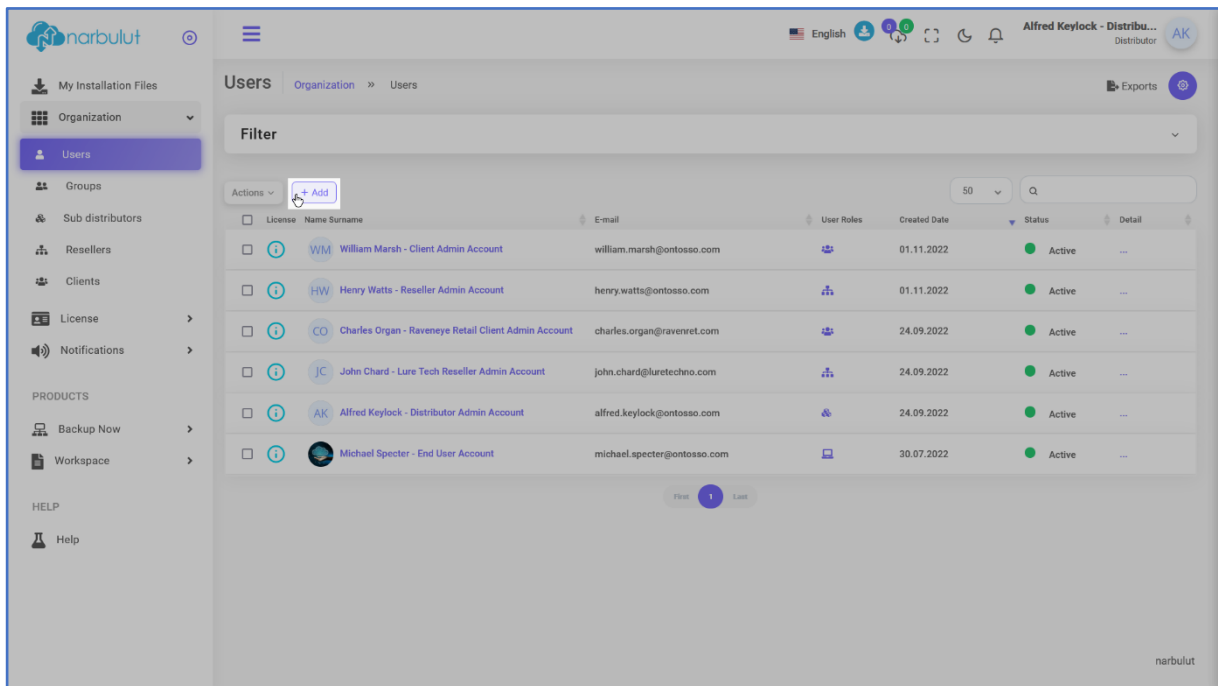


2. Organization

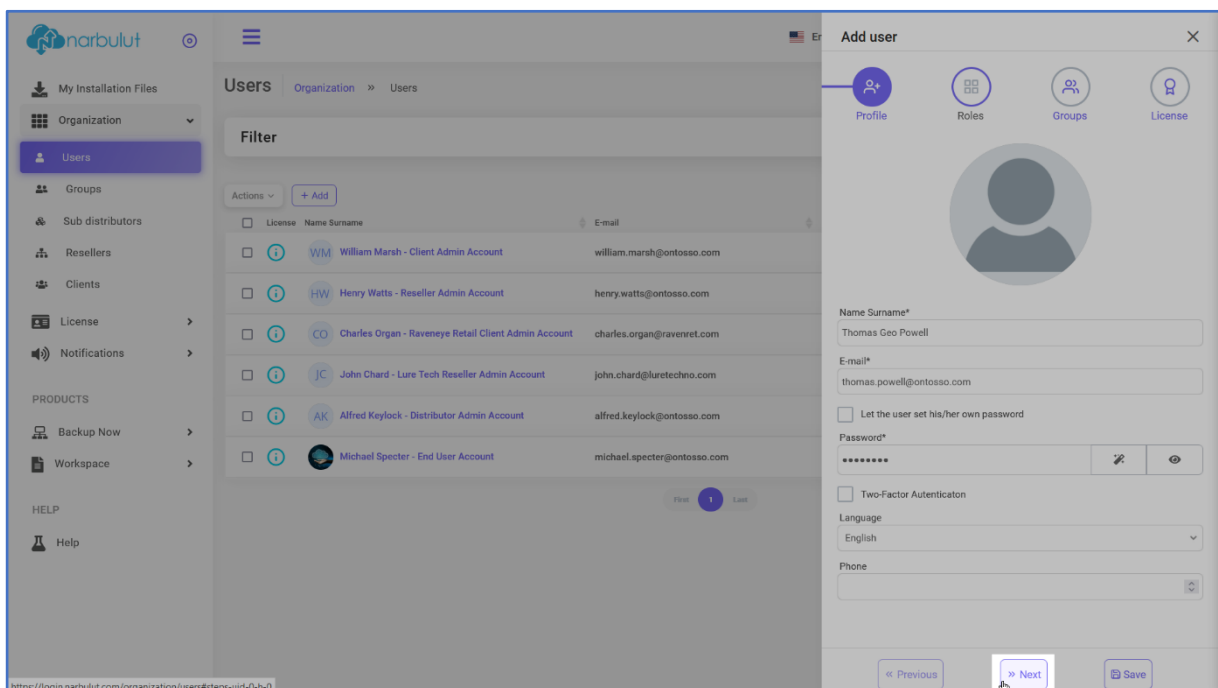
This option has 5 submenus: Users, groups, sub distributors, resellers and clients. This guide will cover **users** and **resellers**.

A. Users

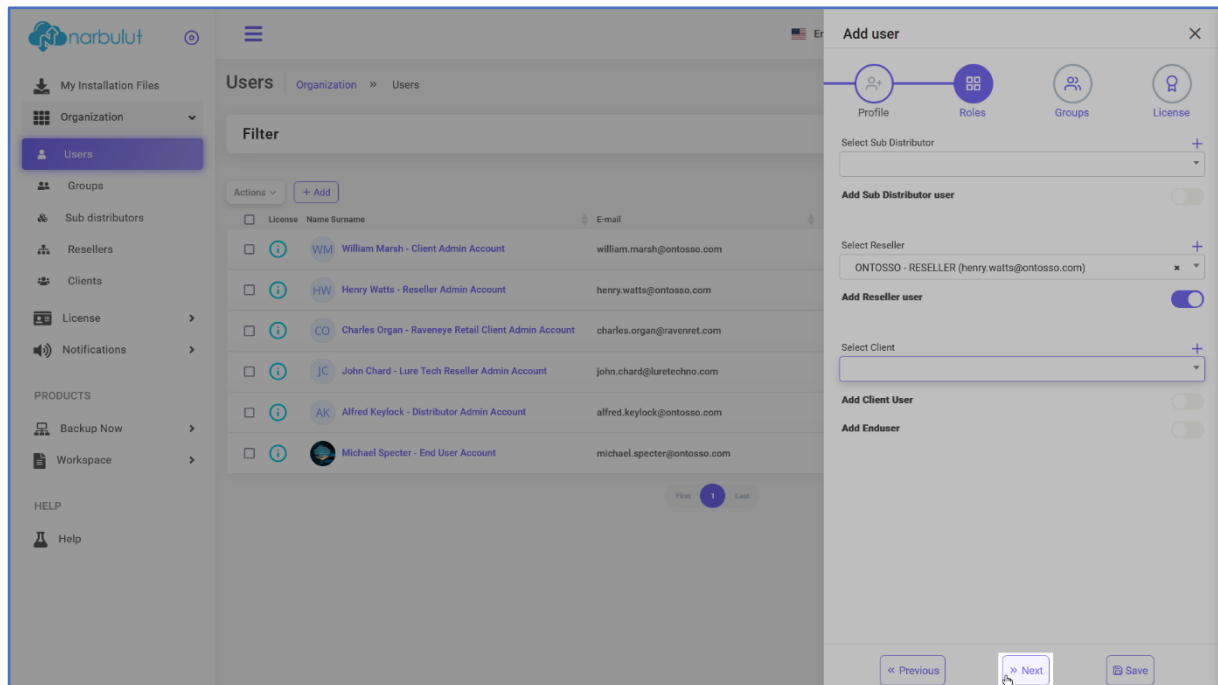
On this page, you can add new users and manage your existing users. To add a new user, click on the **"Add"** button.



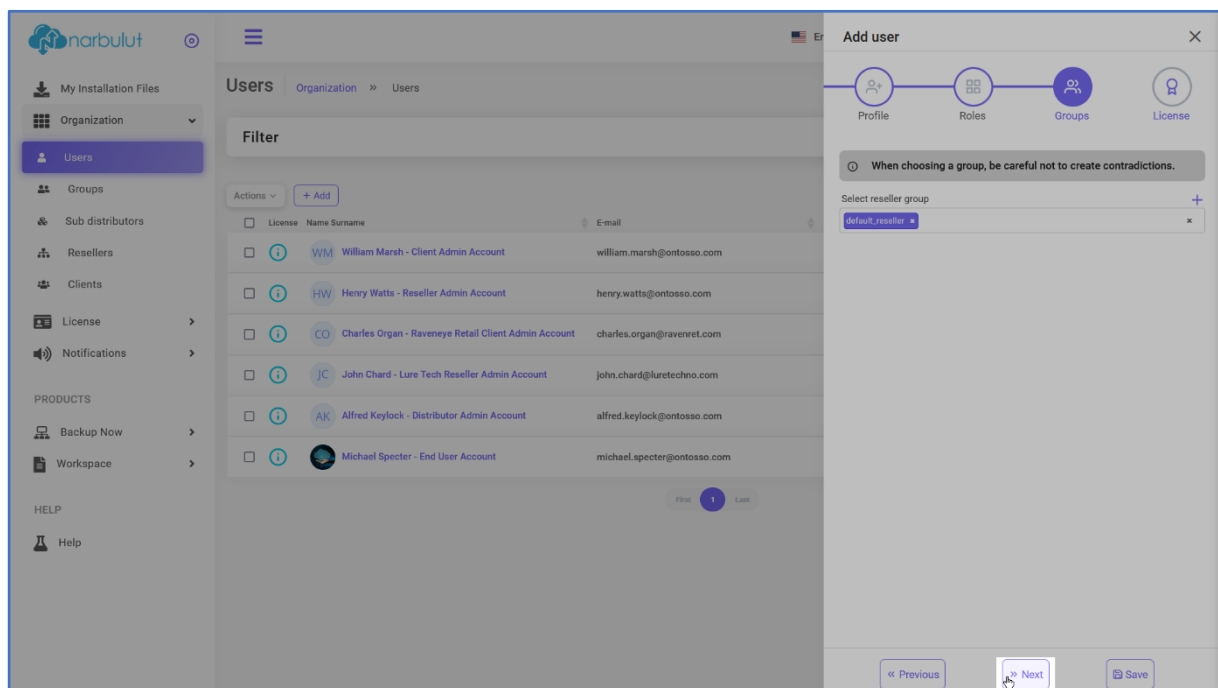
Fill in the requested information of the user and click on **"Two-Factor Authentication"** checkbox if you wish to provide double security for the user to access Narbulut panel. To proceed click on **Next**.



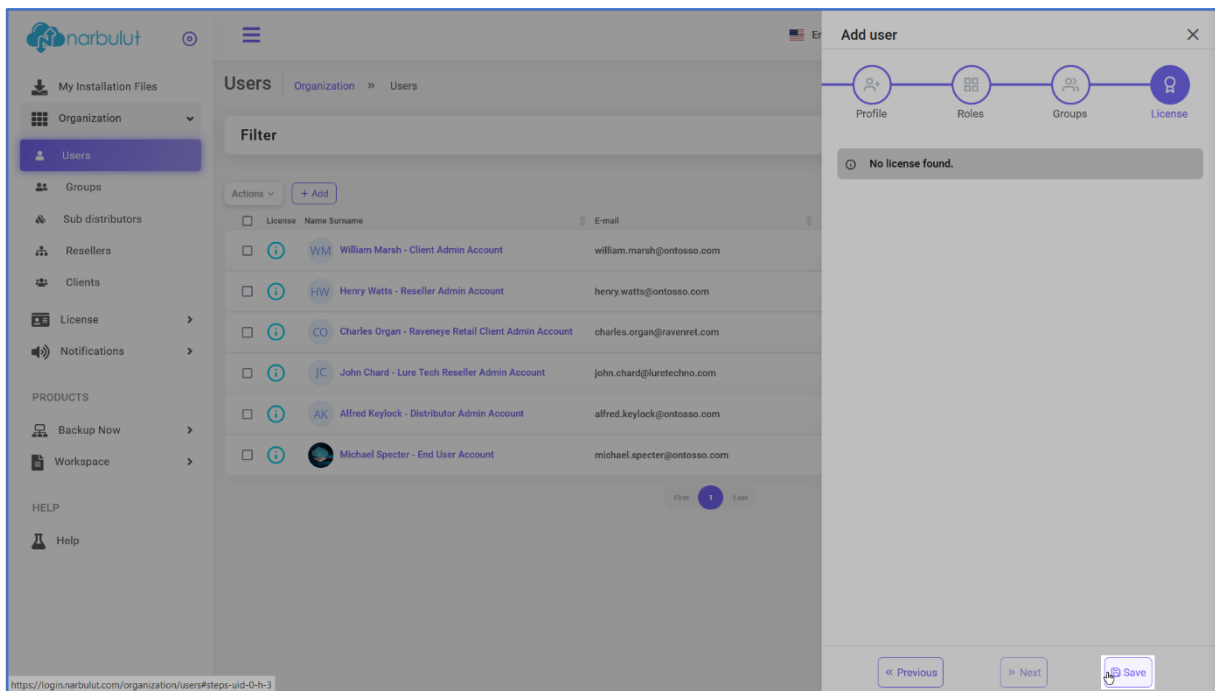
Determine the roles^{*} that you want to give to the user, on this step pay attention to the buttons enabled, for example if you enable “**Add reseller user**” that option will create a new reseller user to the selected reseller account, thus both new and existing reseller users will have the same authorizations. To add new organizations (resellers and clients) please use relevant submenus, click on **Next** to proceed.



If you want to make the user a member of a certain group which you had created, you can determine it on this tab and click on **Next**. (See also Narbulut Backup Now Admin Panel of End User Get Started Guide for further information.)



On this last page you will see the license(s) this user has. Since you are creating the user at the moment there isn't any assigned license yet. Click on "**Save**" button to end the process.



*** Roles:

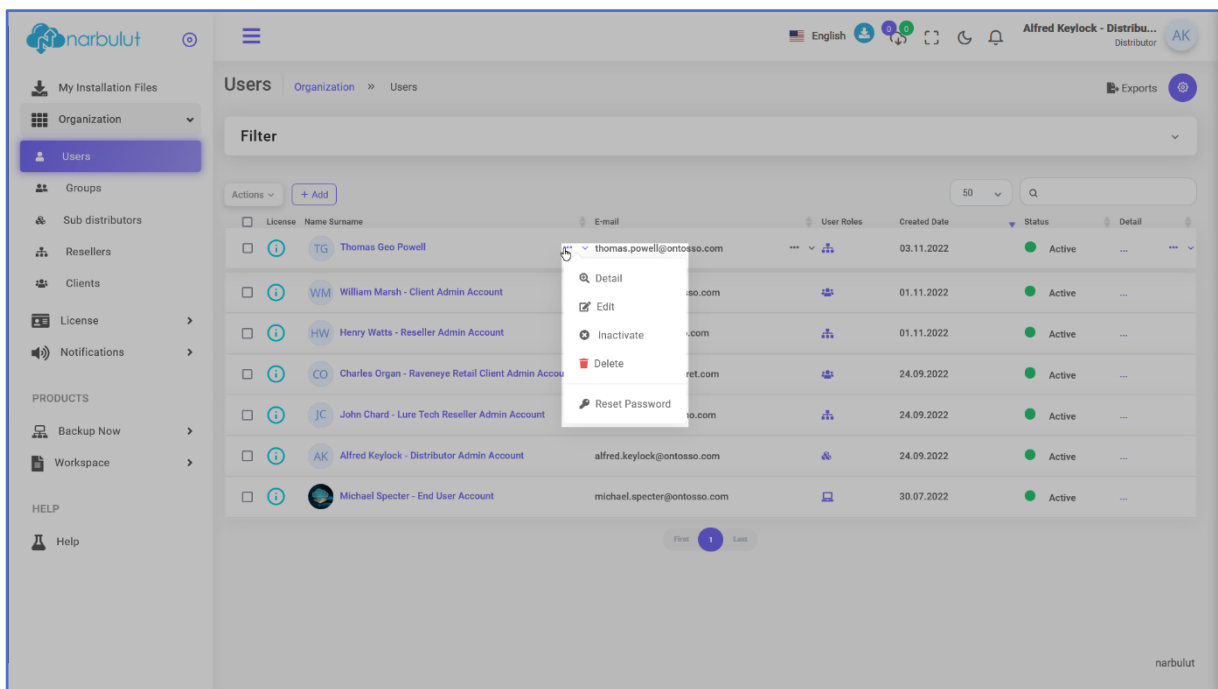
There are 3 roles a user can have:

Reseller : Reseller controls clients and assigns licences to clients.

Client : Client controls end users and assigns licenses to end users. Client can affect end users with policies. (See also Narbulut Backup Now Admin Panel Get Started Guide for further information.)

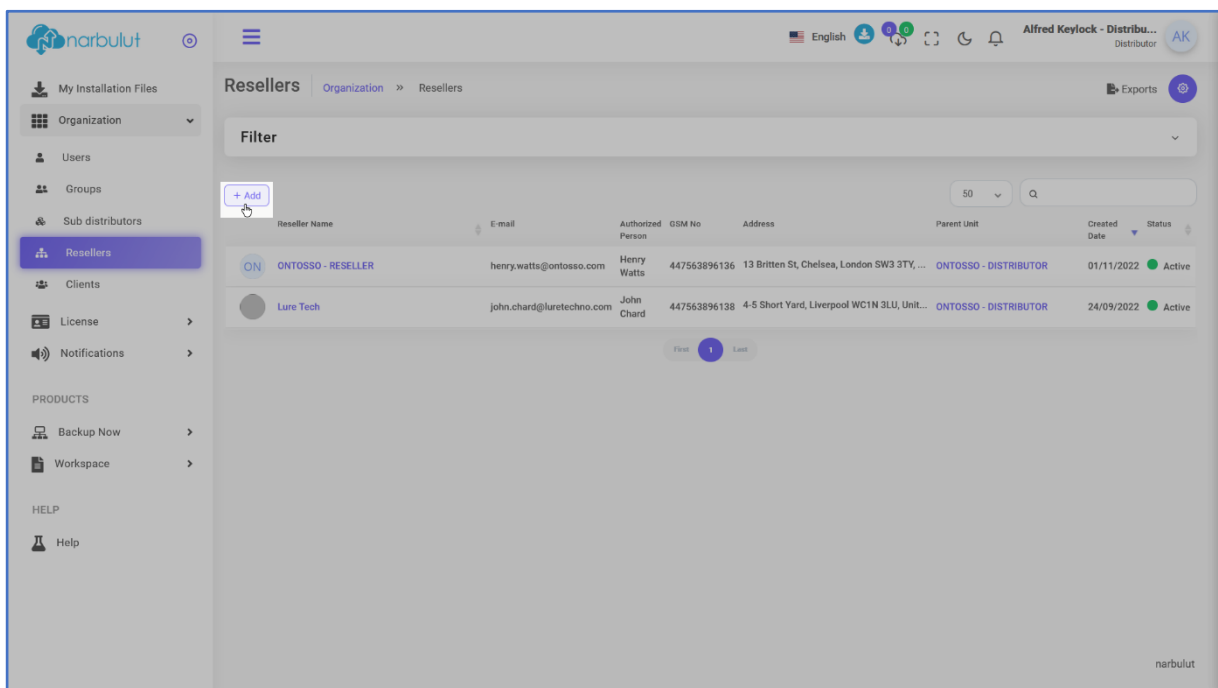
End User : End user conducts the agent and backs up data. And only the end user can download the data from the panel. (See also Narbulut End User Panel Get Started Guide for further information.)

To manage an existing user, hover over the user you want to manage and click on **...** button.

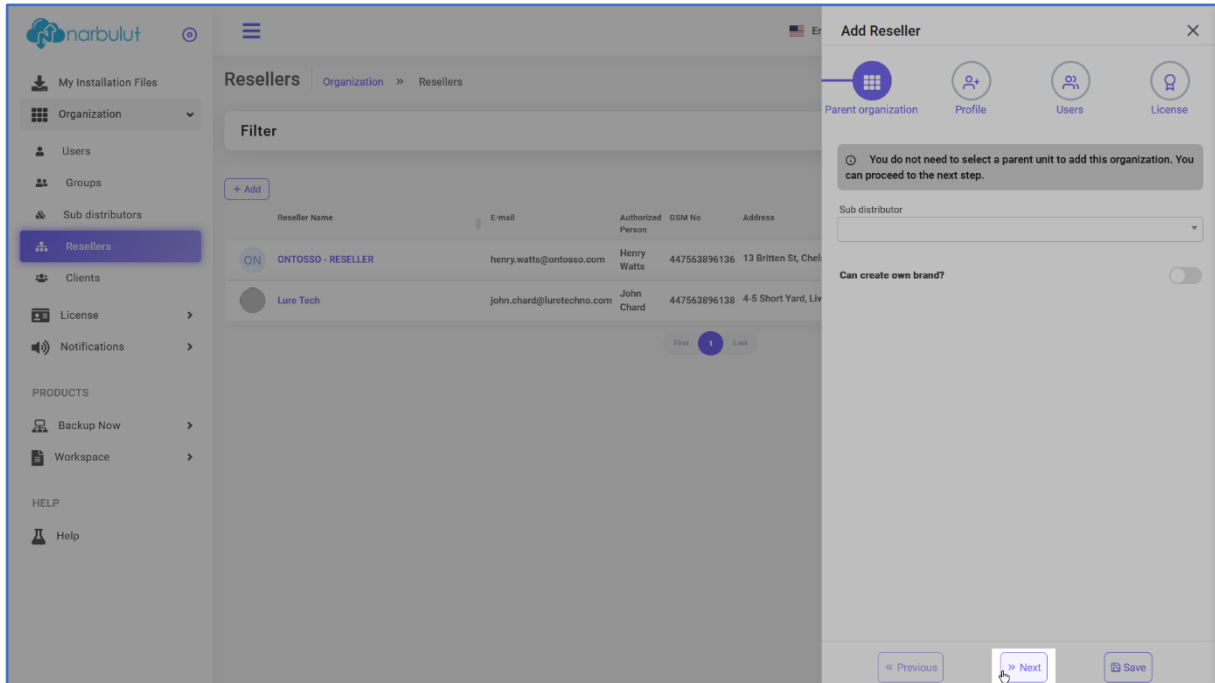


B. Resellers

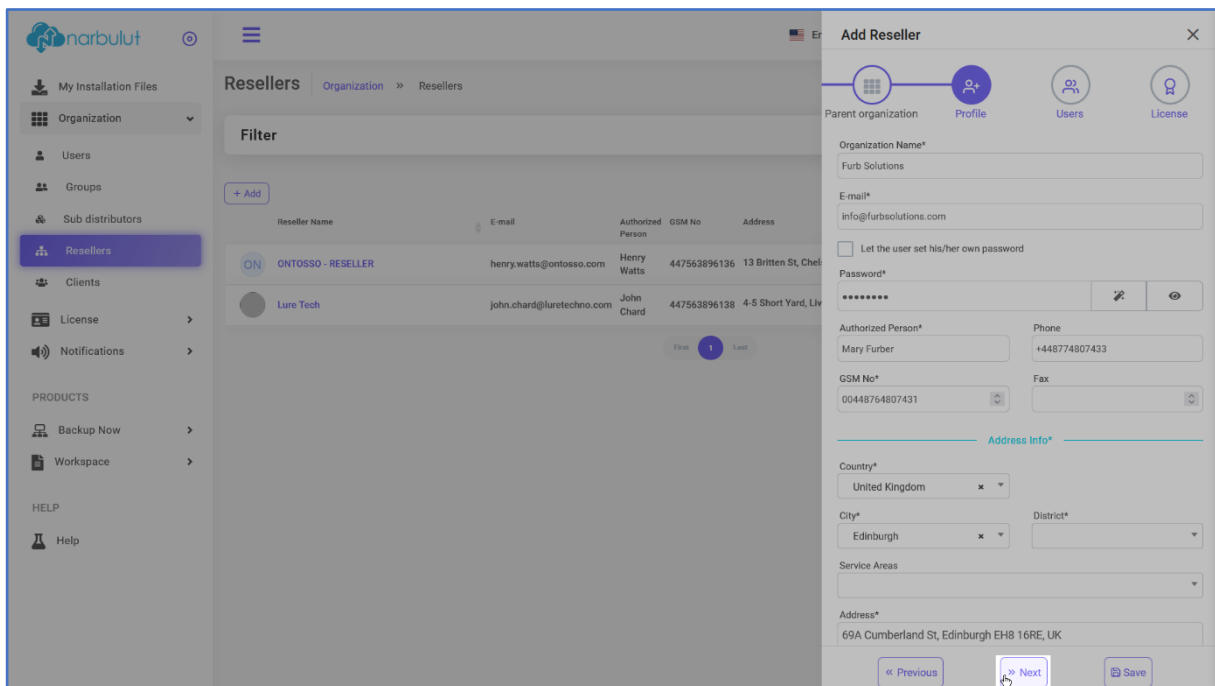
On this menu, you can create new resellers and manage the existing ones. Click on the **"Add"** button to create a reseller.



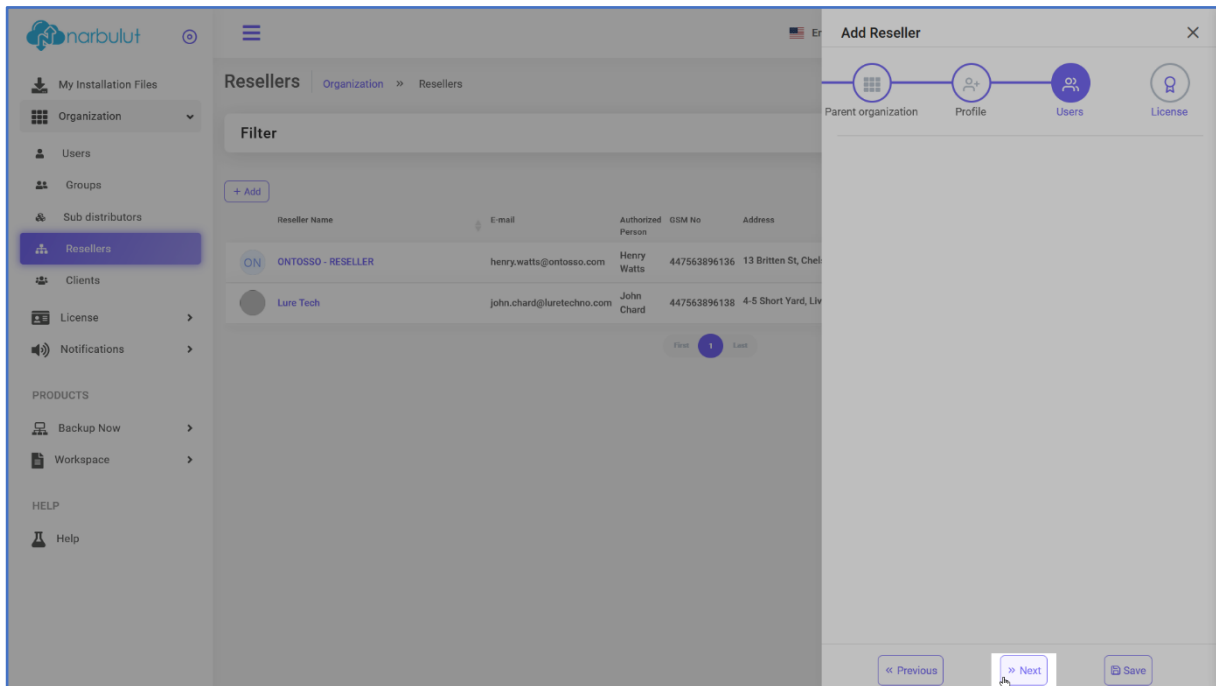
If you want to add the reseller under a sub distributor, choose it as the first step. Narbulut provides “**White Label**” feature to resellers to sell Narbulut solutions with their own brand. If a reseller wants to use that feature “Can create own brand” option must be enabled. For further information about “**Create own brand**” feature you can check www.narbulut.com or contact us. Click on **Next** to proceed.



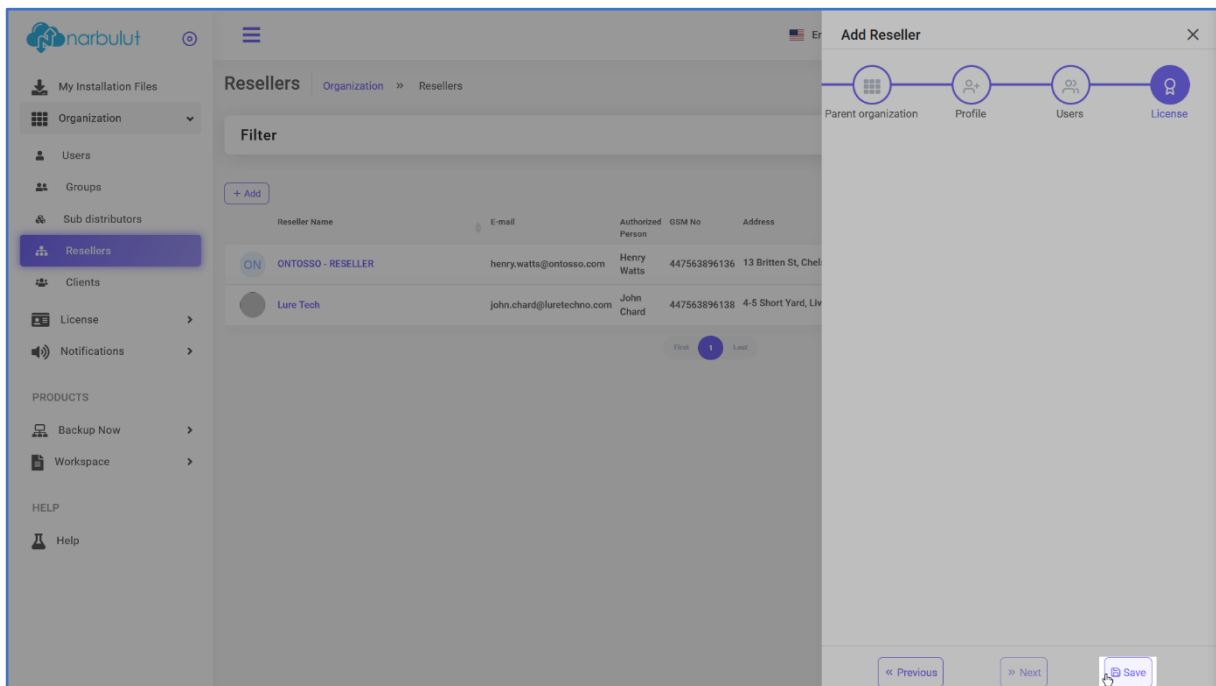
Fill in the resellers requested information and click on **Next**.




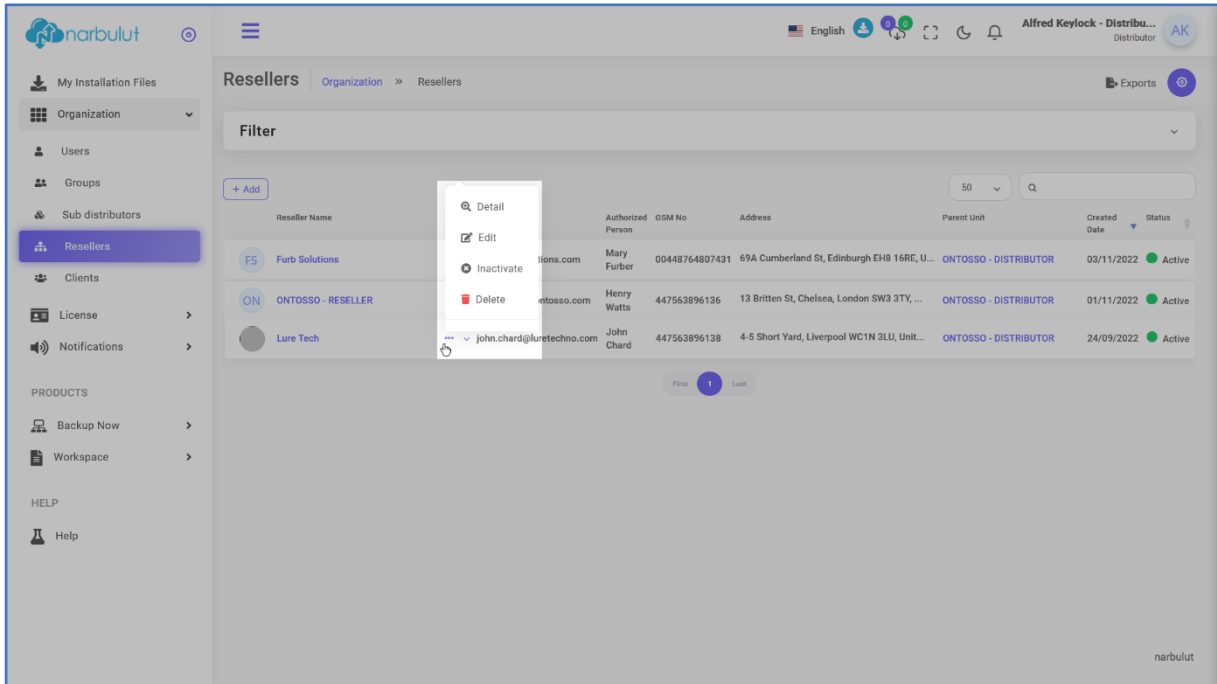
This step shows the users linked to the reseller. Since you are creating the reseller right now, there will be no users to show. Click on **Next**.



The last step shows the licenses the reseller has, which is none since you are creating it. Click on **Save** to end the process.



To manage an existing reseller, hover over the reseller you want to manage and click on  button.



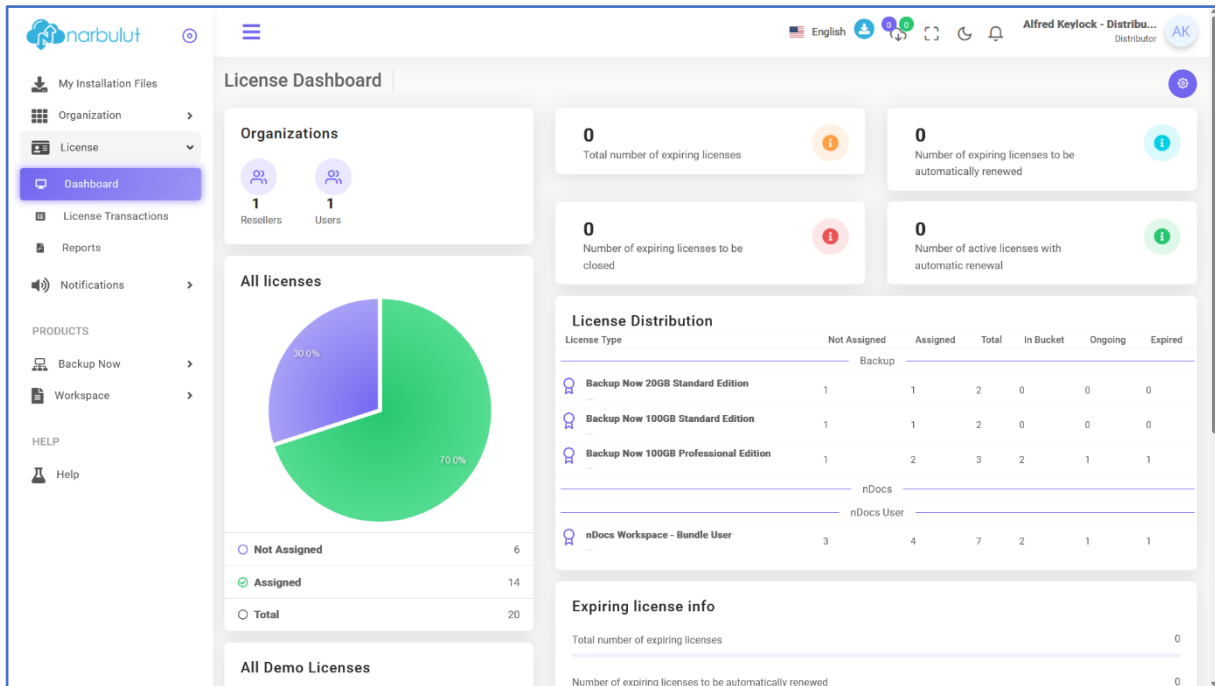
Reseller Name	Authorized Person	GSM No	Address	Parent Unit	Created Date	Status
Furb Solutions	Mary Furber	00448764807431	69A Cumberland St, Edinburgh EH8 16RE, U...	ONTOSSO - DISTRIBUTOR	03/11/2022	Active
ONTOSSO - RESELLER	Henry Watts	447563896136	13 Britten St, Chelsea, London SW3 3TY, ...	ONTOSSO - DISTRIBUTOR	01/11/2022	Active
Lure Tech	John Chard	447563896138	4-5 Short Yard, Liverpool WC1N 3LU, Unit...	ONTOSSO - DISTRIBUTOR	24/09/2022	Active

3. License

This menu has 3 submenus: Dashboard, license transactions and reports. This guide will cover **Dashboard** and **License Transaction** menus.

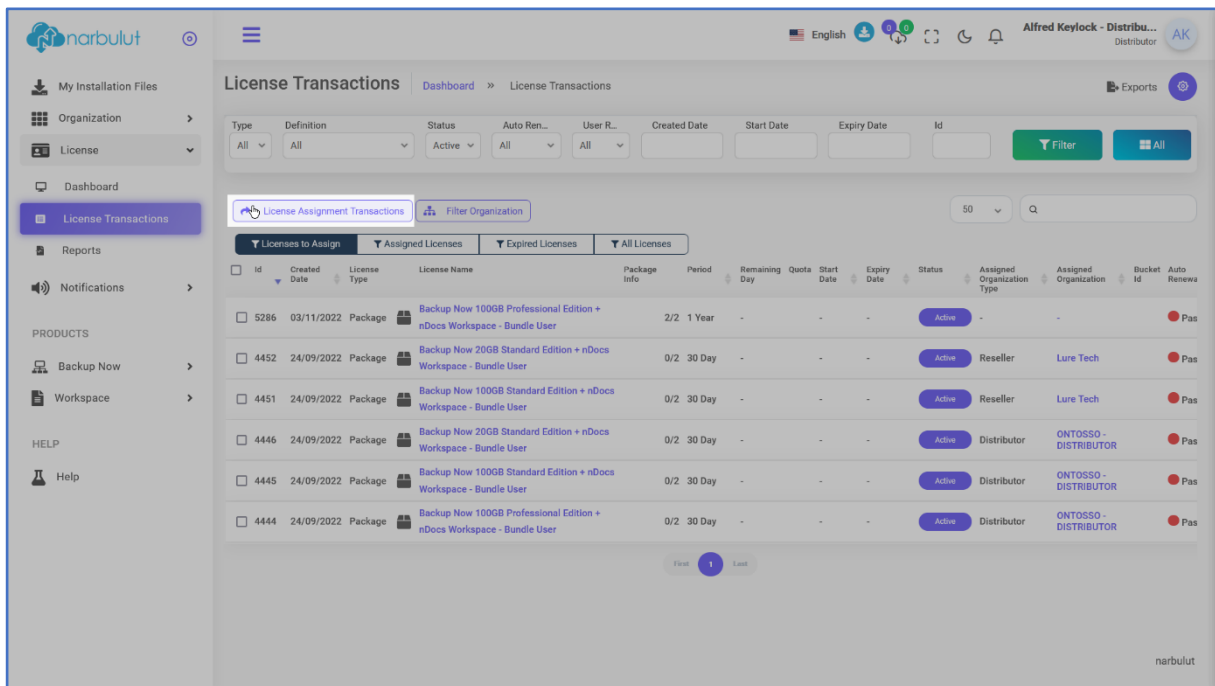
A. Dashboard

On the dashboard page, you can view your licenses and you can see the statistics about them. Like how many of them are expired, how many of them are assigned and so on.



B. License Transactions

On this page you can view your licenses, assign them and manage the ones you have assigned. To assign a license click on **"License assignment transactions"** button.

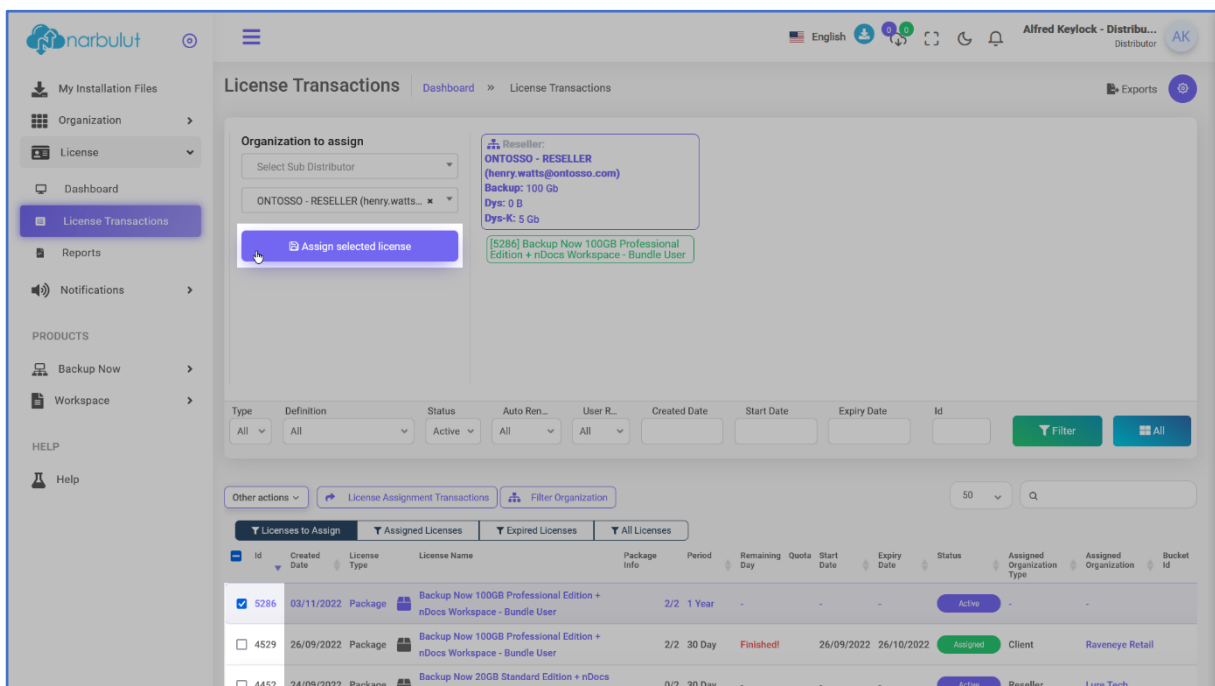


For assigning license(s) to an organization follow the steps below:

Step 1: Select the organization you want to assign the license(s) to at **"Organization to assign"** section.

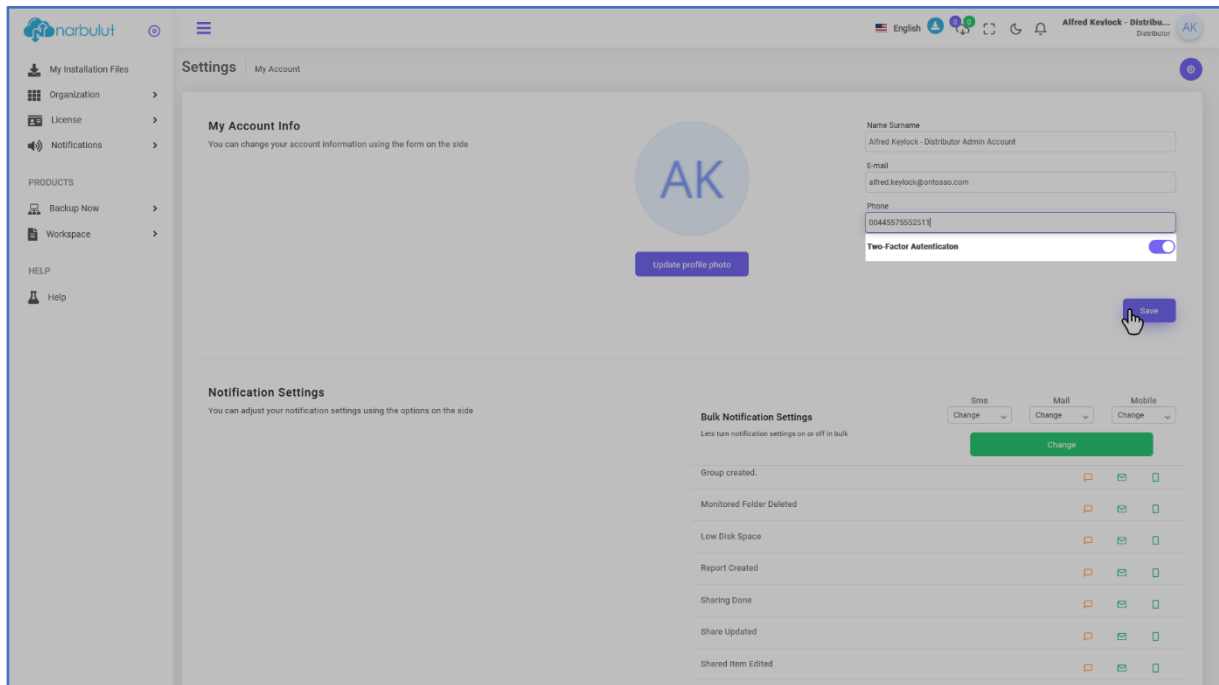
Step 2: Select the license(s) you want to assign at **"Licenses to assign"** section.

Step 3: Click on **"Assign selected license"** button.



4. Activate Two-Factor Authentication for Your Own Account

If you want to use 2FA feature for yourself, click on your account name at top right and then select **“Edit My Profile”**. You will see the Two-factor Authentication feature, type the phone number that will receive the one-time password and click on **Save** after enabling the button.



The screenshot shows the 'My Account Info' settings page. The left sidebar contains navigation links: My Installation Files, Organization, License, Notifications, PRODUCTS (Backup Now, Workspace), and HELP (Help). The main content area is titled 'Settings' and 'My Account'. It features a profile picture placeholder with 'AK' and an 'Update profile photo' button. To the right, there are input fields for Name Surname (Alfred Keylock - Distributor Admin Account), E-mail (alfred.keylock@ontosso.com), and Phone (0044357505251). Below these is a 'Two-Factor Authentication' toggle switch, which is currently turned on. A 'Save' button is located at the bottom right of the form. Below the main form, there is a 'Notification Settings' section with a table for 'Bulk Notification Settings'. The table has columns for 'Sms', 'Mail', and 'Mobile', each with a 'Change' button. The table lists various notification types: Group created, Monitored Folder Deleted, Low Disk Space, Report Created, Sharing Done, Share Updated, and Shared Item Edited.

	Sms	Mail	Mobile
Group created	Change	Change	Change
Monitored Folder Deleted	Change	Change	Change
Low Disk Space	Change	Change	Change
Report Created	Change	Change	Change
Sharing Done	Change	Change	Change
Share Updated	Change	Change	Change
Shared Item Edited	Change	Change	Change

These are the main operations you can use the distributor panel for. You can also look into other guides we published for further information.