



1. LOG IN TO THE CONTROL PANEL (after receiving credentials from your distributor)



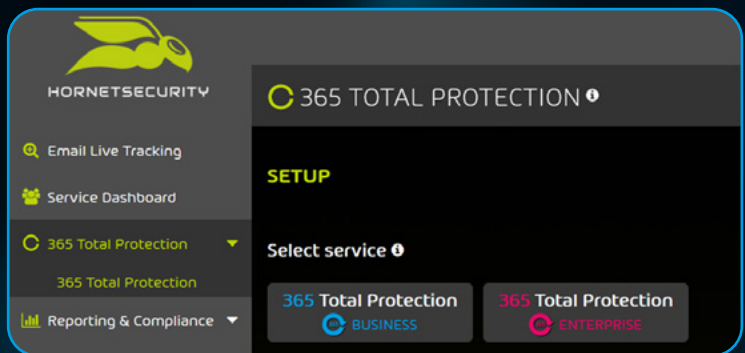
Log in to the [Hornetsecurity Control Panel](#) using your credentials. Please note that the activation can only be performed by Microsoft Tenant admins.

2. ACCESS THE PAGE

Go to <https://cp.hornetsecurity.com/thirdparty/office365/choose> and select 365 Total Protection Enterprise

If you want to use 365 Total Protection Enterprise Backup, activate 365 Total Protection Enterprise first, as described in the steps below.

Afterwards, you will be able to select the backup feature and benefit from the all-in-one solution.





3. MIGRATION NOTE

MIGRATION TO 365 TOTAL PROTECTION

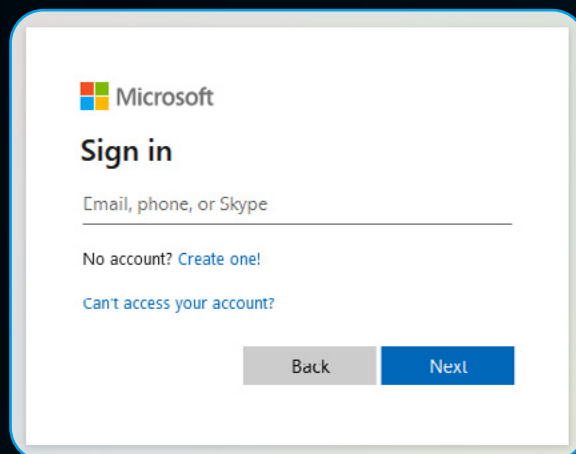
Migrating to 365 Total Protection transfers the mailbox, group and domain structure from Microsoft 365.

All changes to the structure that you have made in the Control Panel will be overwritten during the migration.

Caution: All settings that you have made for the services will be lost during the migration to 365 Total Protection and will be overwritten with the default settings of the corresponding package (Business or Enterprise).

Read the migration note and click the confirmation button.

4. FOLLOW THE ONBOARDING INSTRUCTIONS



Fill in the important data for your TPE account. Use the MS login and enter your admin credentials.



HORNETSECURITY

5. ALLOW PERMISSIONS

Configure the DNS settings of your domains

The DNS settings of at least one synchronized domain are not set up or are not configured correctly. Follow the instructions in the manual to configure the DNS settings properly.

Configure now

Configure outbound email traffic

You need to configure your outbound email traffic. You will find the instructions in our [manual](#).

Configure automatically

Hornetsecurity Outlook Add-in

Allow the required permissions for the connector – the installation may take up to 2 minutes. A successful installation will be indicated by the Control Panel's interface.

Congratulations, you have activated 365 Total Protection Enterprise! If you still want a unique and reliable backup and recovery feature, and benefit from the all-in-one solution, follow the steps below.

6. ACTIVATE 365 TOTAL BACKUP

As a partner-level administrator, you can activate 365 Total Backup module in the Control Panel. Afterwards, you can offer the service to your customers.

- ✓ Log in to the Control Panel with your admin credentials
- ✓ Select the partner whose customers you want to offer 365 Total Backup to
- ✓ Navigate to Backup → 365 Total Backup
- ✓ Click the Activate 365 Total Backup button

5. **ATTENTION:** Once 365 Total Backup is activated, a 30-day free trial period starts for you as a 365 Total Backup provider. Once the trial period has expired, the service will become chargeable and your account will be billed.

Click on **Confirm**.

Figure: Confirm activation

ACTIVATE 365 TOTAL BACKUP

Once you activate this service, you start a 30-day free trial period. Once the trial period has expired, the service will become chargeable and your account will be billed. For more information, please contact your contact person.

Cancel Confirm



The switch is highlighted in green. The trial period is activated.

CONGRATULATIONS! 365 Total Protection Enterprise Backup has been activated.