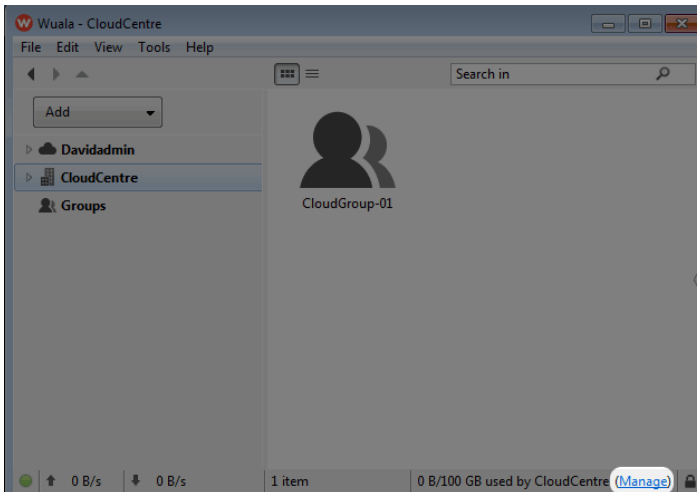# MANAGE YOUR WUALA BUSINESS STORAGE
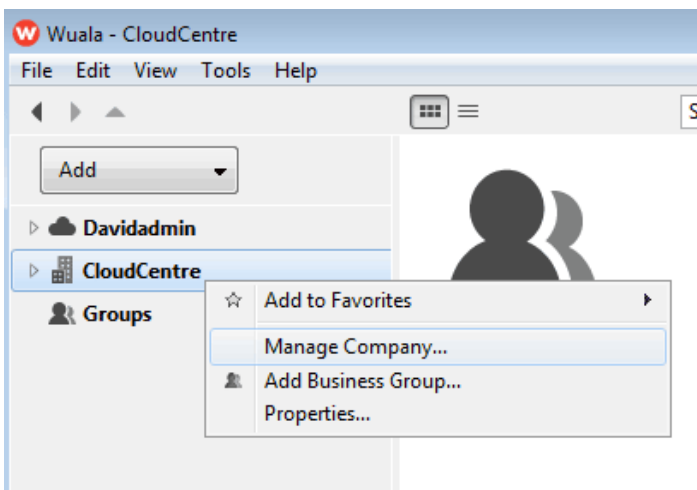
Wuala recommends that the administrator for your Business storage follows all instructions to create and manage your Company on Wuala.

There are two ways to access the Manage Company window:

- Click the **Manage** link on the status bar at the bottom of the window.

- Right click on the Company Name to choose **Manage Company…**.

The Manage window includes four tabs:
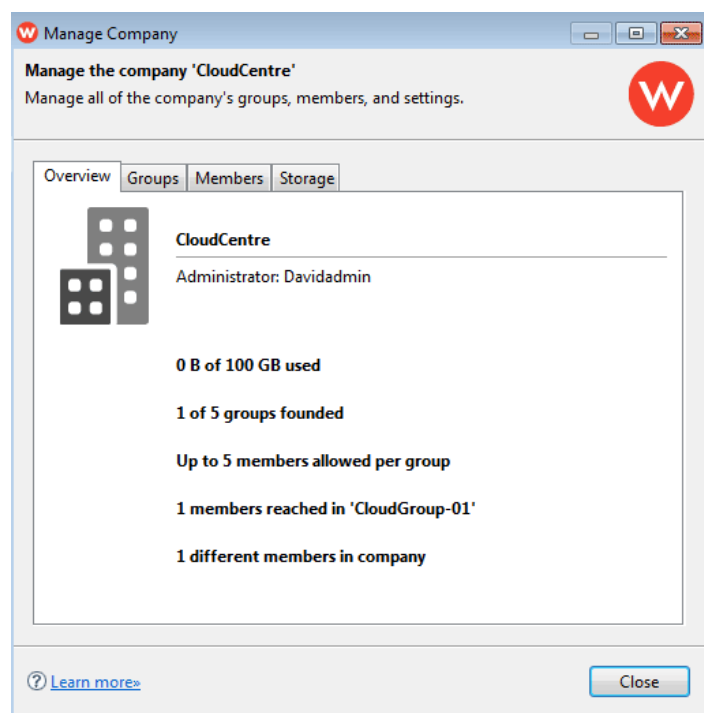
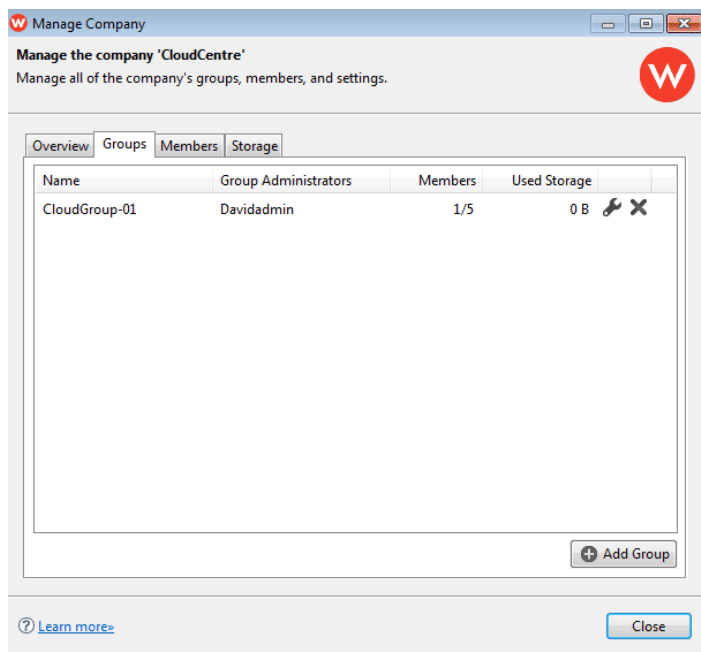- Overview

- Groups

- Members

- Storage
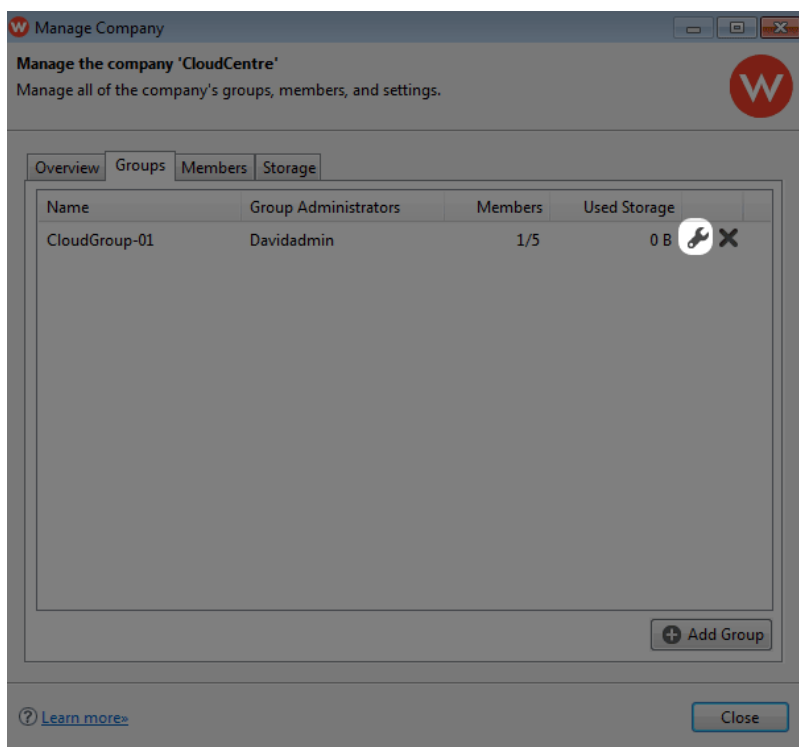
OVERVIEW

Review your company's:

- Used/available storage
- Total members per Business Group
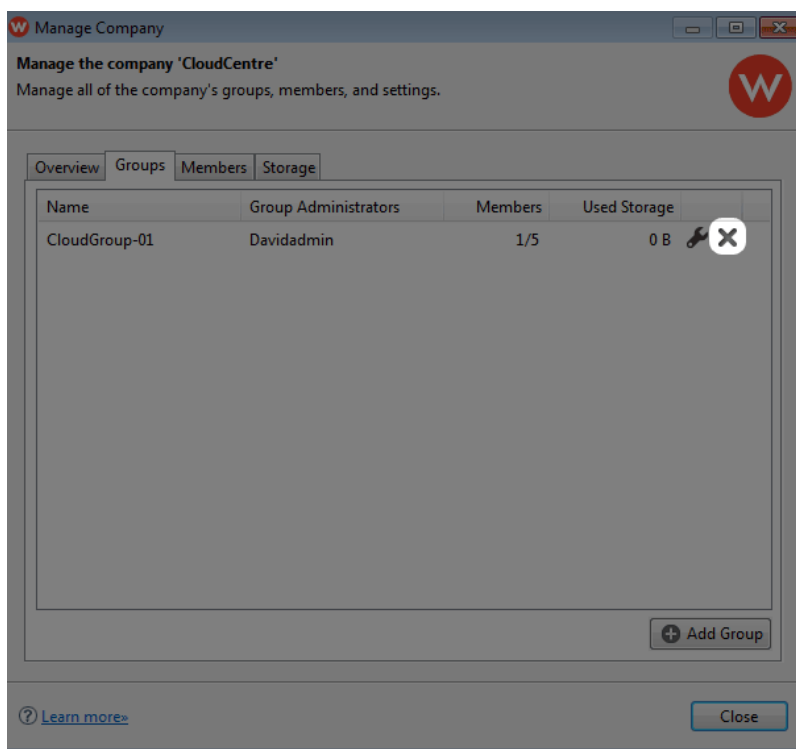- Total members

GROUPS

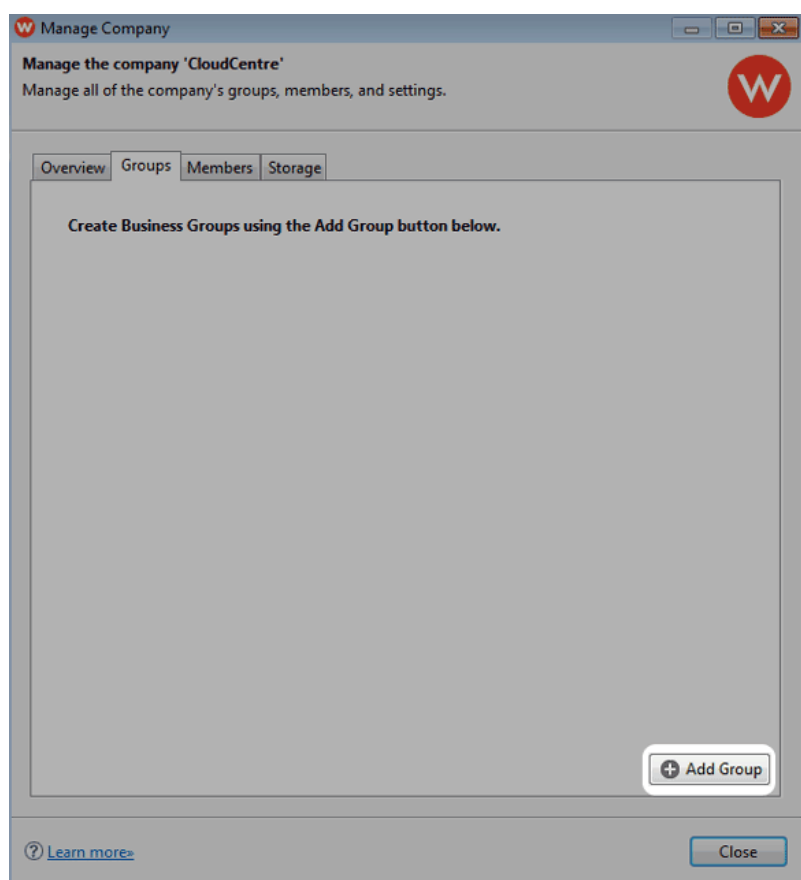Review the total users and storage available to your Business Group(s):

- Click on the **Manage Group icon (wrench)** for additional details on the Business Group. See Manage a Business Group for more information on the Manage Group settings.
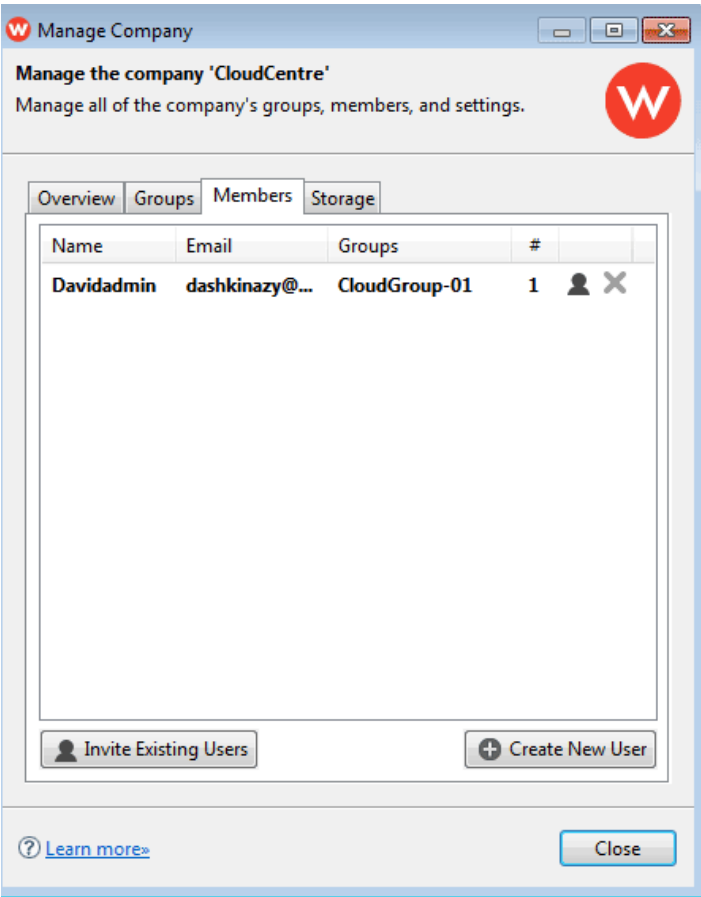

- Click on the **X** to delete the Business Group. Please note that:
  - **Deleting your Business Group will remove all the data it contains.**
  - **Deleting a Business Group is a permanent action.**

- Click **Add Group** to create a Business Group. A single Wuala Business Code supports a maximum of five Business Groups. Each Business Group can have up to five members, including the administrator.
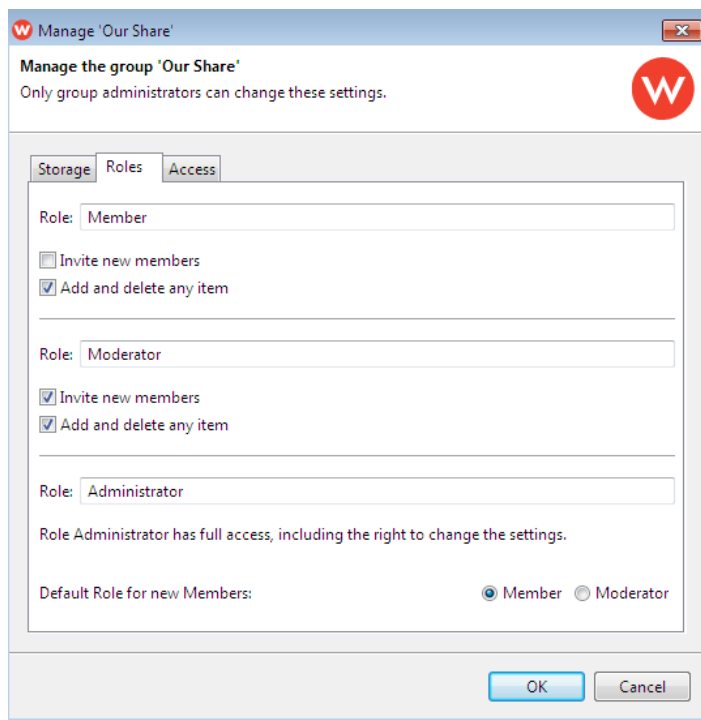
MEMBERS

Use this tab to add members to your Wuala Business storage. See [Add/Manage Members](#) for more information on managing Wuala Business users.

STORAGE

Select this tab to review the used/available capacity of your Business storage. See Upgrade your Business Storage: Add Storage, Users, and Groups and Renew your Wuala Business Storage or Move from a Trial Account to a Full Account for instructions on how to:

- Add capacity to your Business storage
- Add users and Business Groups
- Renew a Wuala Business Code
- Move from a trial to a full account