



## A Guide on the Automated Billing Report for Cisco

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# Introducing the Automated Billing Report

The Automated Billing Report has been introduced to reduce human intervention and the errors caused due to manual billing. Moreover, it reduces the time spent to create manual billing orders.

The Automated Billing Report is a list of billing cycle data for all the countries. You can view the report from the StreamOne staff portal, and use the report to verify and validate billing orders (also referred to as S3 orders) that are automatically generated for various billing cycles.

From the Automated Billing Report, you can do the following:

- » Identify the available billing cycles
- » Identify the status types such as orphans, errors, no charge, and manual subscriptions
- » Process billing cycle data to create billing orders

The report contains the following details:

- » Billing period ID
- » Status of billing cycle for a particular country
- » Number of unique subscriptions versus the number of invoice lines for that country
- » Number of mapped subscriptions versus the number of invoice lines for that country
- » Number of processed subscriptions versus the number of invoice lines for that country
- » Number of subscriptions not to be charged versus the number of invoice lines for that country
- » Number of orphan subscriptions versus the number of invoice lines for that country
- » Number of manual subscriptions versus the count of invoice lines for that country
- » Number of error subscriptions versus the number of invoice lines for that country
- » CRON error message (if applicable)
- » Date on which the reconciliation file is imported
- » Start date of the billing cycle
- » End date of the billing cycle

This guide contains information on the following topics:

- » [Accessing the automated billing order report](#)
- » [Viewing the subscription-level details report](#)
- » [Viewing billing details of orphan subscriptions](#)
- » [Viewing details of subscriptions billed manually](#)
- » [Examining the details of subscriptions whose status is marked as 'Errors'](#)
- » [Reviewing the Automated Billing Report](#)

- » [Reviewing the subscription details exported to a CSV file](#)
- » [Automated billing process basic summary](#)

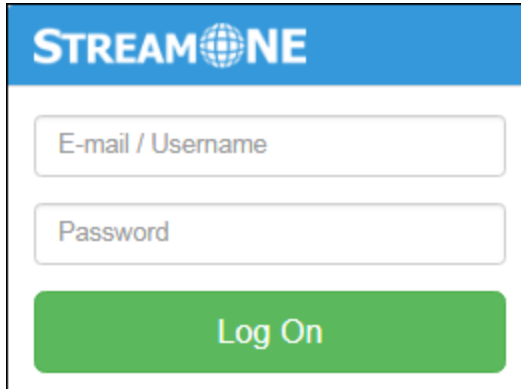
# Accessing the Automated Billing Report

You can access the Automated Billing Report from the StreamOne staff portal.

## To access the Automated Billing Report:

1. In the browser, type the region-specific URL.

The login page is displayed.



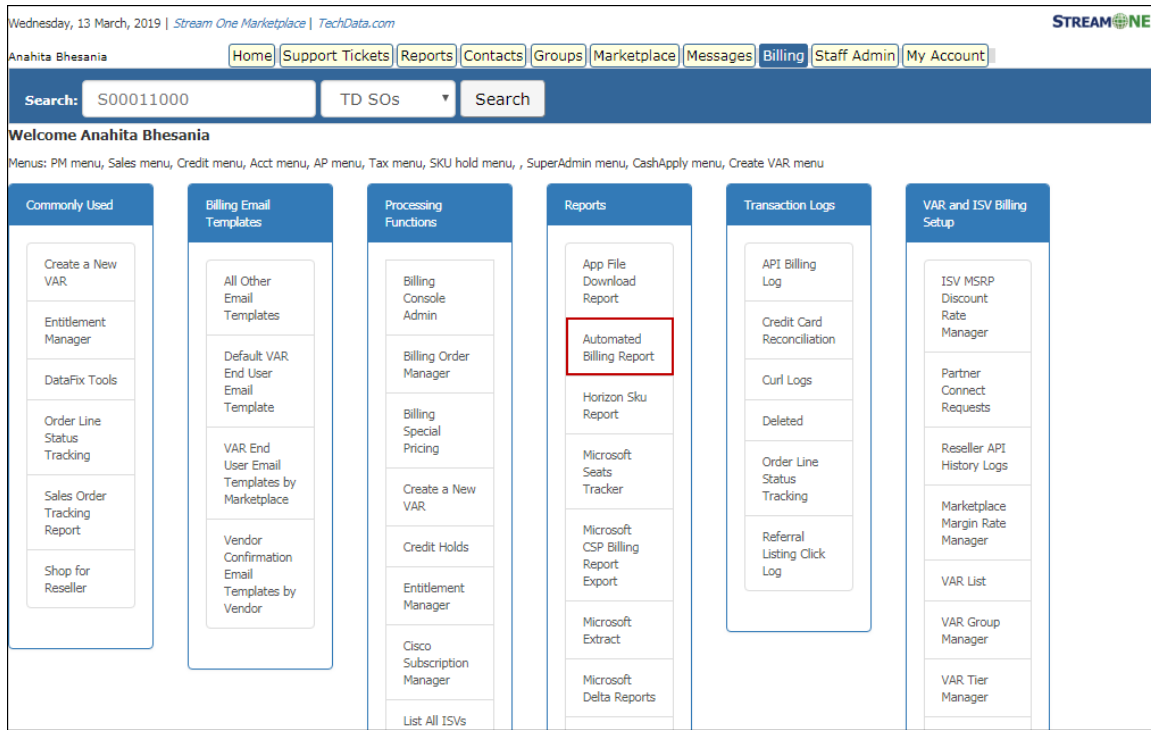
**Note:** The URL for the login page is region-specific:

- » Canada: <https://www.tdstreamone.ca/start>
- » EU: [www.tdstreamone.eu/start](https://www.tdstreamone.eu/start)
- » USA: [www.tdstreamone.com/start](https://www.tdstreamone.com/start)
- » LATAM: <https://www.tdstreamone.lat/start/>
- » APAC: <https://in.tdstreamone.com/start>

2. In the **E-mail / Username** box, type your email address or user name, and in the **Password** box, type your password, and then click **Log On**.

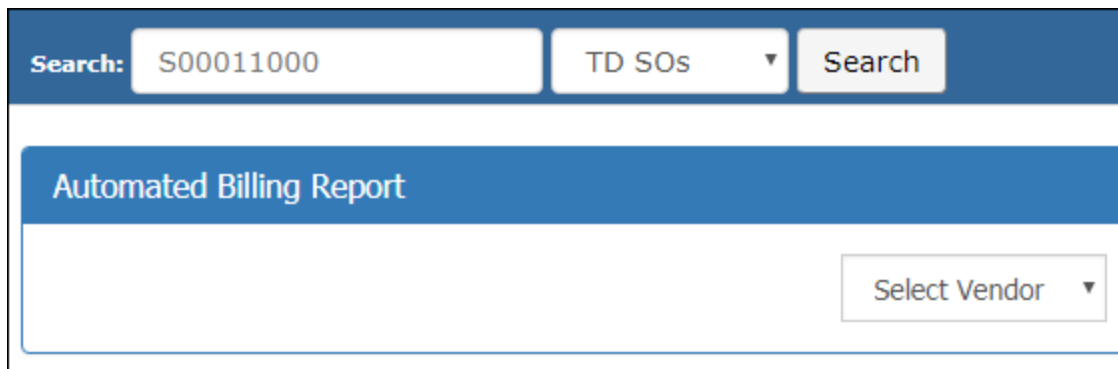
[illegible]

- You are redirected to the StreamOne marketplace staff portal.



4. In the **Reports** section, click the **Automated Billing Report** sub tab.

The **Automated Billing Report** page is displayed.






5. From the **Select Vendor** list, select a vendor for whom you want to process billing orders.  
For example, here we have selected **Cisco**.  
The **<Vendor name> - Available Billing Cycles** report is generated.

Cisco - Available Billing Cycles													
All Counts are Subscription/Invoice Line													
Show <input type="text" value="50"/> entries										Search: <input type="text"/>			
Billing Period ID	Status	Subscriptions	Mapped	Processed	No Charge	Orphans	Manual	Errors	CRON Error Message	Created On	Cycle Start	Cycle End	
US_Cisco_Consumption-Feb-2019	REIMPORTED	5/5	0/0	0/0	0/0	5/5	0/0	0/0		3/5/2019	2/1/2019	2/28/2019	<a href="#">Details</a> <a href="#">Orphans</a> <a href="#">Errors</a> <a href="#">Re-import</a> <a href="#">Ready For Processing</a> <a href="#">Manual</a>

The following table describes the various elements in the **<Vendor name> - Available Billing Cycles>** report.

Field name	Description
Billing Period ID	<p>Unique identification key assigned to a country for its billing cycle.</p> <p><b>Following is the nomenclature:</b></p> <p>» Country code_Vendor name_Billing Type-Month and year of the billing period for which the reconciliation file is created.</p> <p>For example, US_Cisco_Consumption-Feb-2019.</p>
Status	<p>Status type for a billing cycle for a particular country:</p> <p>» Pending</p> <p>» Importing</p> <p>» Imported</p> <p>» Reimport</p> <p>» Reimporting</p> <p>» Reimported</p> <p>» Ready for processing</p> <p>» Processing</p> <p>» Completed</p> <p><b>Brief description of the status type changes for processing subscriptions:</b></p> <p>When the billing cycle data is to be processed, the initial status is <b>Pending</b>. While the data is being imported, the status changes to <b>Importing</b>, and after completion, the status changes to</p>



Field name	Description
	<p><b>Imported.</b></p> <div>  <b>Note:</b> The aforementioned status type changes are taking place in the back end, and not displayed on the <b>Automated Billing Report</b> page. </div> <p>To validate the imported data, the status is set to <b>Re-import</b>. The validation process starts and the status is changed to <b>Reimporting</b>.</p> <div>  <b>Note:</b> The re-import CRON runs every 15 minutes and validates each invoice line, and on completion of the validation, the updated status is reflected as either Mapped, Manual, Error, or Orphan. </div> <p>The last three status types are applicable after we start processing the billing cycle data: <b>Ready for processing</b>, <b>Processing</b>, and <b>Completed</b>.</p> <div>  <b>Note:</b> The Billing Order Creation CRON job picks 75 subscriptions per minute to create billing orders. </div>
Subscriptions	Number of unique subscriptions specific to a billing cycle versus the number of invoice lines created for that billing cycle.
Mapped	<p>Unique number of subscriptions to be processed versus the number of invoice lines specific to that subscription.</p> <p>Only mapped subscriptions are processed.</p>
Processed	<p>Number of unique subscriptions processed and for which billing orders are created versus the number of invoice lines.</p> <p>After creating the billing orders for the applicable subscriptions, the count for the processed subscriptions is reflected in the <b>Processed</b> column, and the count is updated to zero (0/0) in the</p>

Field name	Description
	<b>Mapped</b> column.
No Charge	Unique number of subscriptions for which there is zero charge for that billing cycle versus the number of invoice lines.
Orphans	Unique number of subscriptions that exist in the <b>CISCO</b> system but are not existing in the StreamOne application versus the number of invoice lines.
Manual	Number of subscriptions for which billing is handled manually. If the billing application does not handle a charge type combination, such subscriptions are processed manually.
Errors	<p><b>Before processing:</b> Unique number of subscriptions with status marked as <b>Error</b> because of improper SKU setup, or the offer ID or reseller details not being valid.</p> <p><b>After processing:</b> Unique number of subscriptions status type marked as <b>Failed</b>.</p> <p>The billing orders are not created during the validation process for various reasons such as the customer details not being valid.</p> <p>All such error subscriptions can be resolved either by correcting or modifying associated records in the StreamOne application, or by using the DataFix tools.</p> <p>You can also contact the StreamOne Billing Team.</p>
CRON Error Message	Descriptive error message displayed if a CRON job fails during execution, for example, <b>Timeout error</b> .
Created On	<b>Date on which the reconciliation file is imported.</b>
Cycle Start	Start date of the billing cycle.
Cycle End	End date of the billing cycle.

Field name	Description
Common operations	<p><b>Details:</b> Redirects you to the <b>Billing Period Details for &lt;Billing period ID&gt;</b> page. On this page, you can review subscription or invoice details specific to a billing cycle. For more information, see <a href="#">Viewing subscription-level details</a>.</p> <p><b>Orphans:</b> Enables you to view orphan subscriptions. For more information, see <a href="#">Viewing billing details of orphan subscriptions</a>.</p> <p><b>Errors:</b> Enables you to view the details of error subscriptions. After you click the <b>Errors</b> tab, you are redirected to the <b>Billing Period Details for &lt;Billing period ID&gt; (Errors Only)</b> page. For more information, see <a href="#">Examining the details of subscription status marked as 'Errors'</a>.</p> <p><b>Re-import:</b> After resolving the orphan and error subscriptions, you must click the <b>Re-import</b> tab. The Re-import CRON validates all the subscription records and updates the status after comparing the subscription details from the reconciliation file and StreamOne data.</p> <p><b>To resolve orphan subscriptions:</b></p> <p>» Create the initial orders by using the Orphan Matchmaker DataFix tool.</p> <p><b>To resolve error subscriptions:</b></p> <ol style="list-style-type: none"> <li>1. Click the <b>Errors</b> tab.</li> <li>2. On the <b>Billing Period Details for &lt;billing period ID&gt; (Errors Only)</b> page, go through the message in the <b>Comment</b> column for a subscription.</li> <li>3. Take the required action. Errors may be related to the SKU mapping. Ensure that base SKUs exist.</li> </ol> <p><b>Ready For Processing:</b> You can mark a billing cycle as <b>Ready For Processing</b> to create billing orders after the orphan and error subscriptions are resolved and the required subscription data is correct in the StreamOne application.</p>

Field name	Description
	<p>This tab enables you to execute the Billing Order Creation CRON job that is run each minute. 75 subscriptions are picked up every minute and billing orders are created for the subscriptions.</p> <p>If you have clicked the <b>Ready For Processing</b> tab inadvertently, billing orders will start getting generated, and you will not be able to retain the previous state. In such a case, contact the StreamOne Billing Team for having this issue resolved.</p> <p>Billing orders are created only for all mapped subscriptions.</p> <p><b>Manual:</b> Enables you to view the details of subscriptions billed manually. Clicking this tab redirects you to the <b>Billing Period Details for &lt;Billing period ID&gt; (Manual Only)</b> page. For more information, see <a href="#">Viewing details of subscriptions billed manually</a>.</p>

## Viewing subscription-level details report

You can view subscription-level details on the **Billing Period Details for <Billing period ID>** page.

### To view subscription-level details:

1. Go to the **<Vendor name> - Available Billing Cycles** page.  
To know more, see [Accessing the Automated Billing Report](#).

2. In the last column, click the **Details** tab next to the required reconciliation file.

The **Billing Period Details for <billing period ID>** page is displayed.

Billing Period Details for "US_Cisco_Consumption-Apr-2019"									
Show <input type="text" value="50"/> entries									
<input type="text" value="Search"/> <input type="text" value="Search"/> <input type="text" value="Search"/> <input type="text" value="Search"/> <input type="text" value="Search"/>									
	Subscription ID	Reseller	Customer	Domain	Subscription Start Date	Subscription End Date	Offer	Charge Start Date	Charge End Date
<input type="checkbox"/>	Sub144056	Meetingzone Canada Ltd.					Toll Named Users Plus (1)	5/1/2019	5/31/2019
<input type="checkbox"/>	Sub144056	Meetingzone Canada Ltd.					Business Messaging and Advanced Meetings (1)	5/1/2019	5/31/2019
<input type="checkbox"/>	Sub152880	Meetingzone Canada Ltd.					Toll Named Users Plus (1)	5/1/2019	5/31/2019
<input type="checkbox"/>	Sub152880	Meetingzone Canada Ltd.					Business Messaging and Advanced Meetings (1)	5/1/2019	5/31/2019
<input type="checkbox"/>	Sub210605	Meetingzone Canada Ltd.					NU Cloud Meetings - Meetings (1)	5/1/2019	5/31/2019

The following table describes the various fields in the **Billing Period Details for <billing period ID>** report.

Field name	Description
Subscription ID	Unique identification key assigned to a subscription.
Reseller	Name of the reseller (representing a company) who has purchased a subscription on behalf of a customer.
Customer	Name of a customer on whose behalf a subscription is purchased.
Domain	There is no value in this column. This field is applicable for CSP products only.
Subscription Start Date	Activation date of the subscription.
Date	There is no value in this column.
Subscription End	Expiry date or the validity date of the subscription.

Field name	Description
Date	There is no value in this column.
Offer	Product name.
Charge Start Date	Effective start date for the subscription invoice line from when it is to be charged.
Charge End Date	End date up to when the subscription is to be charged.
Charge Type	Data provided by Cisco <b>in a reconciliation file</b> that pertain to the charge type applicable, for example, usage fee.
Qty	Number of licenses or seats consumed.
Price	Unit cost per invoice line charged by a vendor.
Total charge	Total amount payable for the subscription. The amount is a product of price and quantity.
Currency	Currency in which the price is quoted, for example, USD.
Billing Cycle Type	Subscription billing cycle, which is <b>Retail</b> .
Status	Current status for a particular subscription or invoice line, such as <b>Failed, Error, Orphan, Manual, and Completed</b> .
Billing Order	Billing order ID associated with a subscription or invoice line.
Comment	Additional or descriptive information associated with the subscription, such as the reason for a particular subscription to be marked as an orphan or an error.

**Note:**

- » You can narrow your search results by entering key words in the **Search** box that is displayed over the column headers.



» You can click the **Export Subscriptions in View** tab to export the detailed subscription records to a CSV file. For more information, see [Reviewing the subscription details exported to a CSV file](#).

## Enabling and disabling billing subscriptions

To mark a subscription as unmapped, you must first disable it so that it is not processed and thereby remain unmapped. After you disable it, the status is set to **Unmapped**.

### To disable the subscription:

1. Go to the **<Vendor name> - Available Billing Cycles** page.  
The **<Vendor name - Available Billing Cycles>** page is displayed.  
To know more, see [Accessing the Automated Billing Report](#).
2. In the last column, click the **Details** tab next to the required reconciliation file.  
The **Billing Period Details for <Billing period ID - Available Billing Cycles>** page is displayed.
3. To disable a subscription item, select the check box next to the subscription ID, and then click **Disable**.

The subscription item is excluded from being billed, and the billing order is not created for this item.

The disabled status of the subscription item is now marked as **Unmapped**, and the mapped subscriptions count is reduced.



**Note:** Only mapped subscriptions can be disabled.

To enable the subscription again, select the check box next to the subscription ID, and then click **Enable**. The mapped subscriptions count is increased as a result.

## Viewing billing details of orphan subscriptions

Orphan subscriptions are subscription records that exist in the vendor's database but do not exist in the StreamOne application. You can view the details of all such orphan subscriptions on the **Billing Period Details for <billing period ID> (Orphans Only)** page.

All such orphan subscriptions can be resolved either by correcting or modifying associated records in the StreamOne application or through the **Orphan Matchmaker DataFix tool**.

### To view the subscription-level details for orphans:

1. Go to the **<Vendor name> - Available Billing Cycles** page.  
To know more, see [Accessing the Automated Billing Report](#).
2. In the last column, click the **Orphans** tab next to the required reconciliation file.  
The **Billing Period Details for <billing period ID> (Orphans Only)** page is displayed.

Billing Period Details for "US_Cisco_Consumption-Apr-2019" (Orphans Only)									
Show 50 entries									
	<input type="text" value="Search"/>	<input type="text" value="Search"/>	<input type="text" value="Search"/>	<input type="text" value="Search"/>			<input type="text" value="Search"/>		
	Subscription ID	Reseller	Customer	Domain	Subscription Start Date	Subscription End Date	Offer	Charge Start Date	Charge End Date
<input type="checkbox"/>	Sub240755						Public Sector FedRAMP AU Mtgs Bridge Country Call Back Audio	4/24/2019	3/31/2020
<input type="checkbox"/>	Sub244150						Common Area Add-on (1)	4/23/2019	3/31/2020
<input type="checkbox"/>	Sub245866						Sec EA 2.0 Choice Advanced Malware Protection Endpoints 10pk	4/3/2019	4/2/2024

The following table describes the various fields in the **Billing Period Details for <billing period ID> (Orphans Only)** report.

Field name	Description
Subscription ID	Unique identification key assigned to a subscription.
Reseller	Name of the reseller (representing a company) who has purchased a subscription on behalf of a customer.
Customer	Name of a customer on whose behalf a subscription is purchased. <b>This field is blank.</b>
Domain	Tenant or domain created for a customer. This field is applicable for CSP products only.
Subscription Start Date	Activation date of the subscription services.
Date	This field is blank.
Subscription End	Expiry date or the validity date of the subscription.



Field name	Description
Date	This field is blank.
Offer	Product name.
Charge Start Date	Effective start date for the subscription invoice line from when it is to be charged.
Charge End Date	End date for the subscription invoice line up to when it is to be charged.
Charge Type	Data provided by Cisco in a reconciliation file that pertain to the applicable charge type, which is <b>Usage</b> .
Qty	Number of licenses or seats consumed.
Price	Unit cost per invoice line charged by a vendor.
Total charge	Total amount payable for the subscription. The amount is a product of price and quantity.
Currency	Currency in which the price is quoted, for example, USD.
Billing Cycle Type	Types of billing cycle: » Monthly » Annual
Status	Current status for a particular subscription or invoice line, which is marked as <b>Orphan</b> .  Subscriptions billed annually are ignored from being processed for monthly billing cycles.
Billing Order	This column is empty because billing orders are not created.
Comment	Reason for a particular subscription to be marked as an orphan: <b>[CiscoInvoice] [validatingForReimport] Subscription details: &lt;Subscription ID&gt; not found in DB.</b>

## Viewing details of subscriptions billed manually

The billing for subscriptions that are not handled by the StreamOne application are processed in the manual mode. You can view the details of all such subscriptions billed manually on the **Billing Period Details for <billing period ID (Manual Only)** page.

To manually process the subscription billing, the Business team must upload consumption details. The billing orders are then generated.

### To view the subscription-level details for manual billing:

1. Go to the **<Vendor name> - Available Billing Cycles** page.  
To know more, see [Accessing the Automated Billing Report](#).
2. In the last column, click the **Manual** tab next to the required reconciliation file.  
The **Billing Period Details for <billing period ID> (Manual Only)** page is displayed.

Billing Period Details for "US\_Cisco\_Consumption-May-2019" (Manual Only)

Show 50 entries

Subscription ID	Reseller	Customer	Domain	Subscription Start Date	Subscription End Date	Offer	Charge Start Date	Charge End Date	Charge Type	Qty
No matching records found										

Showing 0 to 0 of 0 entries

Enable Disable

The following table describes the various fields in the **Billing Period Details for <billing period ID> (Manual Only)** report.

Field name	Description
Subscription ID	Unique identification key assigned to a subscription.
Reseller	Name of the reseller (representing a company) who has purchased a subscription on behalf of a customer.
Customer	Name of a customer on whose behalf a subscription is purchased.  This column is empty.
Domain	Tenant or domain created for a customer.
Subscription Start	Activation date of the subscription.

Field name	Description
Date	This column is empty.
Subscription End Date	Expiry date or the validity date of the subscription.
Date	This column is empty.
Offer	Product name.
Charge Start Date	Effective start date for the subscription invoice line from when it is to be charged.
Charge End Date	End date up to when the subscription is to be charged.
Charge Type	Data provided by Cisco in a reconciliation file that pertain to the charge type applicable, which is <b>Usage</b> .
Qty	Number of licenses or seats consumed.
Price	Unit cost per invoice line charged by a vendor.
Total charge	Total amount payable for the subscription. The amount is a product of price and quantity.
Currency	Currency in which the price is quoted, for example, USD.
Billing Cycle Type	Type of billing cycle: Monthly or annual.
Status	Subscription billing cycle: <ul style="list-style-type: none"> <li>» Monthly</li> <li>» Annual</li> </ul>
Billing Order	Billing order ID associated with a subscription or invoice line.
Comment	Subscription status is marked as <b>Manual</b> when a particular subscription record is to be handled manually. There is thus no reason displayed under this column.

## Examining the details of subscription status marked as 'Errors'

Subscriptions are marked as errors in case the billing items are not created during the validation process, or if the SKU mapping is not set correctly in the StreamOne application. You can view the subscription-level details for error subscriptions on the **Billing Period Details for <billing period ID> (Errors only)** page.

To resolve error subscriptions, on the **Billing Period Details for <billing period ID> (Errors Only)** page, go through the message in the **Comment** column for a subscription.

Initiate the required action as mentioned in the following section.

**To resolve error subscriptions, do one of the following:**

- » Verify the SKU mapping in the SKU setup in StreamOne
- » Analyze the reason why it could not be processed

**To view subscription-level details for error subscriptions:**

- Go to the **<Vendor name> - Available Billing Cycles** page.  
To know more, see [Accessing the Automated Billing Report](#).
- In the last column, click the **Errors** tab next to the required reconciliation file.

The **Billing Period Details for <billing period ID> (Errors Only)** page is displayed.

Billing Period Details for "US_Cisco_Consumption-Apr-2019" (Errors Only)									
Show 50 entries									
	Search	Search	Search	Search			Search		
	Subscription ID	Reseller	Customer	Domain	Subscription Start Date	Subscription End Date	Offer	Charge Start Date	Charge End Date
<input type="checkbox"/>	Sub151923	SWS GROUP INC					Basic Messaging (1)	5/1/2019	5/31/2019
<input type="checkbox"/>	Sub151923	SWS GROUP INC					Cloud Calling (2)	5/1/2019	5/31/2019
<input type="checkbox"/>	Sub189030	Veracity Networks, LLC					Customer Journey Platform Premium Named Agent	4/11/2019	4/30/2019

The following table describes the various fields in the **Billing Period Details for <billing period ID> (Errors Only)** report.

Field name	Description
Subscription ID	Unique identification key assigned to a subscription.

Field name	Description
Reseller	Name of the reseller (representing a company) who has purchased a subscription on behalf of a customer.
Customer	Name of a customer on whose behalf a subscription is purchased.  This column is empty.
Domain	Tenant or domain created for a customer.  This field is applicable for CSP products only.
Subscription Start Date	Activation date of the subscription services.  This column is empty.
Subscription End Date	Expiry date or the validity date of the subscription.  This column is empty.
Offer	Product name.
Charge Start Date	Effective start date from when the subscription is to be charged.
Charge End Date	End date up to when the subscription is to be charged.
Charge Type	Data provided by Cisco in <b>a reconciliation file</b> that pertain to the charge type applicable, which is <b>Usage</b> .
Qty	Number of licenses or seats consumed.
Price	Unit cost per invoice line charged by a vendor.
Total charge	Total amount payable for the subscription. The amount is a product of price and quantity.
Currency	Currency in which the price is quoted, for example, USD.
Billing Cycle	Types of billing cycle:

Field name	Description
Type	<ul style="list-style-type: none"><li>» Monthly</li><li>» Annual</li></ul>
Status	<p>Current status for a particular subscription or invoice line, which is marked as <b>Failed</b> or <b>Error</b>.</p> <p>Subscription records are marked as <b>Failed</b> after processing.</p> <p>Subscription records are marked as <b>Errors</b>, if the billing orders do not get created during the validation process, or the SKU mapping is not set correctly in the StreamOne application.</p>
Billing Order	This column is empty.
Comment	<p>Reason for a particular subscription to be marked as an error. This can be due to:</p> <ul style="list-style-type: none"><li>» Customer or reseller details not being valid</li><li>» Subscription details are not found</li><li>» SKU mapping is not set correctly.</li></ul>

# Reviewing the Automated Billing Report

The verification process for the automated billing report is described in the following section.

When the billing cycle data is to be processed, the initial status is **Pending**. The data is being imported, thus the status changes to **Importing**, and after completion, the status changes to **Imported**. There are no validation checks at this stage.



**Note:** The aforementioned status type changes are taking place in the back end, and not displayed on the **Automated Billing Report** page.

To validate the imported data, the status is set to **Re-import**. The validation process starts and the status is changed to **Reimporting**.

On completion, the status changes to **Reimported**.

After you have marked a billing cycle as **Ready For Processing**, the Billing Order Creation CRON job is run each minute. 75 subscriptions are picked up every minute and billing orders are created for the subscriptions. After the subscriptions are processed, the billing cycle status is updated to **Completed**.

The following section describes the steps to be executed during the post-processing verification phase.

## To verify the Automated Billing Report:

1. On the **Automated Billing Report** page, click the **Details** tab.  
For more information, see [Viewing subscription-level details report](#).
2. On the **Billing Period Details for <billing period ID>** page, click the **Export Subscriptions in View** tab (located on the top right side of the page).  
A CSV file is downloaded to the **Downloads** folder.  
For more information, see [Reviewing the subscription details exported to a CSV file](#).
3. Verify the subscription details from the downloaded CSV file, such as the billing order ID, unit cost, and unit price for that subscription.
4. View the billing orders created in the Billing Order Manager.



**Note:** If there is an infrastructure-related issue because of which the CRON does not get executed, go to the Billing Order Manager and re-send the billing orders to the Billing Console.

- Log on to the Billing Console, review the billing order data, and approve them (or decline, as applicable).

**STREAMONE Billing Console** Approve Selected Approve Page Approve All Filter: NONE Issues Only

Date: 2/9/2019 to 3/26/2019 Decline Selected Show Retries CSV Export Search:

	LN	Ord Date	Ord #	Ctr	Cur	Total VC	Total RP	RES ID	RES Name	EUC Name		
	2	03/26/2019 14:31:16	S300006295	0039	EUR	3.73	3.81	0000737772	SALT DATA INNOVATIONS S.R.L.	Spectralink SA	A	D
	2	03/26/2019 14:21:59	S300006147	0026	EUR	2,013.82	2,013.82	0000729654	CLOUDICA Sp. z o.o.	CLOUDICA Sp. z o.o.	A	D
	2	03/26/2019 14:03:29	S300006145	0026	EUR	4.18	4.18	0000693475	JKD Technologie Jaroslaw Depta	JKD Technologie Jaroslaw Depta	A	D
	1	03/26/2019 14:00:54	S300006193	0039	EUR	70.70	72.14	0000738967	Pras Consulting SRL	TP LINK ROMANIA SRL	A	D
	1	03/26/2019 14:00:37	S300006194	0039	EUR	447.76	456.90	0000738967	Pras Consulting SRL	Consiliul Judetean Ilfov	A	D
	1	03/13/2019 10:33:54	S300006885	0014	GBP	8.40	18.26	0000703212	Tech Data UK	Tech Data UK	A	D
	1	03/13/2019 10:33:53	S300006884	0014	GBP	8.40	18.26	0000703212	Tech Data UK	Tech Data UK	A	D
	1	03/13/2019 10:33:46	S300006883	0014	GBP	6.65	14.46	0000703212	Tech Data UK	Tech Data UK	A	D
	1	03/13/2019 10:33:21	S300006882	0014	GBP	6.65	14.46	0000703212	Tech Data UK	Tech Data UK	A	D
	1	03/13/2019 10:33:18	S300006881	0014	GBP	6.65	14.46	0000703212	Tech Data UK	Tech Data UK	A	D
	1	03/13/2019 10:33:02	S300006880	0014	GBP	6.65	14.46	0000703212	Tech Data UK	Tech Data UK	A	D



**Note:** If there are any issues, contact the StreamOne Billing team.

## Reviewing the subscription details exported to a CSV file

You can verify subscription details from the **Billing Period Details for <billing period ID>** page. However, for a more granular-level verification, you can export the subscription data to a CSV file and verify the exported data.

**To download and review the exported subscription details:**

- From the **Billing Period Details for <billing period ID>** page, click the **Export Subscriptions in View** tab (located on the top right corner of the page) to download the CSV. A CSV file is downloaded to the **Downloads** folder. A representative image of the CSV file is inserted for your reference.




	A	B	C	D	E	F	G
1	Subscription ID	Parent Subscription ID	Domain	Subscription Start Date	Subscription End Date	Charge Start Date	Charge End Date
2	Sub144056					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
3	Sub144056					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
4	Sub152880					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
5	Sub152880					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
6	Sub210605					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
7	Sub101682					2019-04-30T00:00:00+0000	2019-05-30T00:00:00+0000
8	Sub101682					2019-04-30T00:00:00+0000	2019-05-30T00:00:00+0000
9	Sub113530					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
10	Sub240755					2019-04-24T00:00:00+0000	2020-03-31T00:00:00+0000
11	Sub175063					2019-04-15T00:00:00+0000	2019-04-30T00:00:00+0000
12	Sub121644					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
13	Sub164889					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
14	Sub154722					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
15	Sub116451					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
16	Sub182052					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000
17	Sub150713					2019-04-01T00:00:00+0000	2019-04-30T00:00:00+0000
18	Sub150713					2019-05-01T00:00:00+0000	2020-04-30T00:00:00+0000
19	Sub150114					2019-05-01T00:00:00+0000	2019-05-31T00:00:00+0000

The following table describes the various fields in the exported CSV file.

Column header	Description
Subscription ID	Unique identification key assigned to a subscription.
Parent Subscription ID	Subscription ID of the parent marketplace. This column is empty.
Domain	Domain or tenant name assigned. This column is empty.
Subscription Start Date	Activation date of the subscription services. This column is empty.
Subscription End Date	Expiry date or the validity date of the subscription. This column is empty.
Charge Start Date	Effective start date from when the subscription is to be charged.
Charge End Date	End date up to when the subscription is to be charged.
Charge Type	Data provided by Cisco in a reconciliation file that pertain to the charge type applicable, which is <b>Usage</b> .

Column header	Description
Invoice ID	Unique identification number of the invoice.
Invoice Date	Date when the invoice is created.
Tenant ID	Unique identification number assigned to a tenant. This column is empty.
Customer Name	Name of the customer on whose behalf the subscription is purchased. This column is empty.
Customer Address	Customer's registered address. This column is empty.
Customer City	Customer's registered city. This column is empty.
Customer State	Customer's registered state. This column is empty.
Customer Country	Customer's registered country. This column is empty.
Customer Postal Code	Customer's registered postal or zip code of the city. This column is empty.
Reseller Name	Name of a reseller aligned to a customer.
Reseller MPNID	This column is empty.
Product	Product or offer name, for example, DNAC1E-OP-50M-3Y.
Offer ID	Unique identification key of the product.
Offer Name	Product name.

Column header	Description
Quantity	Number of licenses or seats consumed.
Price	Unit cost per invoice line charged by a vendor.
Currency	Currency in which the price is quoted, which is USD.
Total Charge	Total amount payable for the subscription. The amount is a product of price and quantity.
Invoice Line	Subscription status, explained as follows:
Status	<p><b>Status types after the invoice data is loaded into the billing cycle</b></p> <p><b>Pending:</b> This status is shown before processing of a billing cycle, when the invoice data is loaded into the billing cycle.</p> <p><b>Error:</b> This status is shown in case of the following scenarios:</p> <ul style="list-style-type: none"> <li>» SKU assigned is not valid.</li> <li>» Not valid or empty upfront and arrears SKU</li> <li>» Data mismatch (SAP material or SKU number)</li> </ul> <p><b>Orphan:</b> This status is shown when the subscription is not available in the StreamOne database but exists in the vendor's database.</p> <p><b>Status types after you re-import the reconciliation file:</b></p> <p><b>Mapped:</b> When all subscription details are available in the StreamOne database after reimporting the data.</p> <p><b>Zero_charge:</b> Subscription records for which zero charge is applicable.</p> <p><b>Unmapped:</b> This status is shown when we want to exclude a subscription from being billed.</p> <p><b>Status types after the Ready for processing CRON is run:</b></p> <p><b>Processing:</b> Denotes that billing orders are being created for all the mapped subscriptions.</p> <p><b>Completed:</b> Billing order generation is completed for a</p>

Column header	Description
	<p>subscription.</p> <p><b>Failed:</b> The following are some of the scenarios where processing could fail:</p> <ul style="list-style-type: none"> <li>» Data is not valid for a subscription, for example subscription ID, reseller ID, or customer details are not valid.</li> <li>» SKU mapping could not be completed.</li> </ul> <div style="border: 1px solid #00a0e3; border-radius: 5px; padding: 10px; margin-top: 10px;">  <b>Note:</b> Contact the Support Team to get this resolved. </div>
Billing Order Number	<p>Billing order number associated with the subscriptions.</p> <p>This column is empty.</p>
Error Message(s)	Additional or descriptive information associated with the subscription, such as the reason for a particular subscription to be marked as an orphan or an error.
EntitlementId	<p>Unique identification number of the entitlement.</p> <p>Entitlement ID in the StreamOne application corresponds to the subscription ID assigned in the vendor's application, based on which the subscription can be mapped.</p>
Charged Quantity	Number of subscriptions that are charged.
Unit Price	Price per license or seat.
Unit Cost	Price charged by a vendor.
Reseller Id	Unique identification number of the reseller aligned to the customer.
Reseller PO	Purchase order number assigned to a reseller.
Sales Price	Product of quantity and sales price.

Column header	Description
Total Sales Price	Total sales amount computed for the subscription.  The total sales price is the product of the sales price and the charged quantity.
Bill Date	Date when the billing order is created.
Subscription type	Subscription billing types: » Monthly » Retail
STR1SalesOrder	StreamOne initial order belonging to that subscription or invoice line.
Billing Sku	Billing SKU aligned to a base SKU.  The billing ID displayed is the upfront or arears SKU that was used for creating the billing orders.

2. Verify the CSV file containing the subscription details.



**Note:**

The product owners must review the data and can correspond over email or any other formal communication mechanism in case of any discrepancies or inaccuracies.

## Automated billing process summary

The following section provides a high-level summarized workflow of the automated billing process.

1. Import data by using the **reconciliation file** in the StreamOne application.
2. Resolve discrepancies related to orphan and error subscriptions and mark them as **Re-import**. After validation, if the subscription count is appropriate, orphan and error subscriptions are resolved and mapped.
3. Review the subscriptions on the **Errors** tab and verify if there are subscriptions with status as **Failed** due to the verification process. Analyze the reason and initiate the required action or contact the StreamOne Billing Team.
4. After you complete resolving all such discrepancies, mark the subscriptions as **Ready For Processing**.
5. View the billing orders created in the Billing Order Manager.



**Note:** If the CRON does not get executed due to an infrastructure-related issue, go to the Billing Order Manager and re-send the billing orders to the Billing Console.

7. Log on to the Billing Console, review the billing order data, and approve them (or decline, as applicable).



**Note:** If there are any issues, contact the StreamOne Billing team.