Session 01:

* Consolidation type: Reseller Portal-> My Profile-> Profile-> We can check here the billing consolidation type for respective Reseller.
* We have billing types:
  + Monthly, Quarterly and Annually: Irrespective of whether the user has used the subscription or not he has to pay for respective quantity.
  + Based upon usage: Amount of usage for subscription is done pay only for that.
  + One time : Pay once and need not pay again for the subscription.
* These billing types are found on SKU setup page.
* Staff Portal-> Billing Tab-> Horizon SKU Report-> Existing SKU’s Tab-> Select random SKU (sk5105)-> Here you find setup of selected SKU.
* On this page we have a flag Provision directly to reseller- if false: we find the end-customer details page. If true: end customer details page isn’t available while billing.
* One same page under Subscription tab we find SKU setup. On this page w find the billing types whether annually, monthly, quarterly or usage/consumption based or One time.
* We can also find the usage based setup on this page. Under Licensing type we find per user, per usage, etc. such setup.
* There are two types:
  + Reseller and Payment Type.
  + Reseller, End-customer and Payment type.
* On the SKU setup page we also find the recurring flag: If this flag is true then the billing process is done by Recurring CRON.
* CRON is basically a command that is executed on PUTTY.
* In RECURRING BILLING we have two CRONs:
  + Annually/Quarterly Billing: Here we have a single CRON for annual and quarterly billing process. Here if we have a order on 15th Feb 2022 and annual billing is billing type, then the next billing is done on 15th Feb 2023. Whereas in quarterly on same order date quarterly billing will be done on 15th May 2022.
  + Monthly Billing: Here if we consider same order date then the next billing date will be 14th March 2022. In monthly billing type, one day prior billing happens.
* CONSUMPTION BILLING: Here we bill based upon usage. Again we have two types under this: Manual billing and automated billing.
* Automated Billing: Staff portal-> Billing Tab-> Automated Billing Report-> Enter year range and select created order filter and generate report.
* When an order is placed S0 order is created but when this order goes for billing i.e. a billing order is created then S3 number is created.
* The process that goes for order placement the same process is for billing. From SOSS to Service Layer but from here the billing order goes through Billing console and then to Gateways and further process continues.
* Manual Billing: Staff portal->Marketplace tab-> Active ISV accounts-> Travelled to vendor portal from here select Microsoft vendor by clicking on ISV Portal -> Reached to Vendor Home page-> Invoicing tab-> New Billing Item-> From this page we can start manual billing of an order.
* From new billing item page click on Import List link-> On this page we find list of orders along with its billing status whether completed or created, etc. On this page there’s a link of Import new list -> Click on the link-> On this page we find some instructions like date formats (yyyy/mm/dd), we also have sample. Download this file.
* Make suitable changes in it like changing date format, etc. Click on next button on the page-> On next page we are supposed to upload the file that we have made changes-> Click on Upload and Analyze-> We find the imported file’s details after submitting no. of records submitted, date and time of submission, person’s name who submitted the list, etc.
* Along with this we find a link for import list under no. of records-> After clicking on import details we travel to a new page wherein the records into the file are shown along with its status -> Along with records we also find the billing orders created and the order number for each record.
* If any data for the records fail we get an error message for the same. We need to correct it and again upload the records that were having errors. If we upload the same file that contains the correct record along with the failed record updated so the previously created billing number for few records will be the same. Only updated records will be going through the billing order creation process.

Session 02:

* The orders who’s provisioning is **STANDARD EMAIL** such orders are under Vendor Vault. The vendors who doesn’t have the setup for provisioning for such vendor we have Vendor Vault under StreamOne.
* Staff Portal-> Billing Tab-> Vendor Vault-> Here we find the order under pending state who is to be provisioned. On clicking, order we travel to order details page-> Here we can provision the order by clicking on Activate or we can also Add Credentials for the same order.
* The order who’s provisioning is **STANDARD JSON** such orders goes into SOFA for provisioning. End customer gets an email after PR is true and along with it he also receives the link for provisioning. There he needs to accept the terms and conditions and provisioning is done. The user again gets an email stating the subscription of the order is started.

Check Auto Provisioning:

* Staff portal-> Click on first link of Staff Tool-> Click on Toggle by product listing-> Here there’s a list for which we have Auto provisioning flow. These List IDs don’t go through SOFA procedure instead they are automatically provisioned.
* On vendor portal under Basic info tab we have certain settings for what order details to be seen on modify page for an order like seats, tenant, status, created on, etc. As well as we can find the pop up settings regarding what pop up message should appear on increasing seat nos., deactivating an order, etc.

Microsoft Order:

* Flow of Order till provisioning:

Order placement(SOSS) -> PR True -> SL -> Input request -> Phoenix -> Microsoft -> Return to Phoenix/ Vertex -> Notifies SL -> Provisioning completed.

Session 03:

* US-UAT Env. Staff portal-> Horizon SKU Report-> Existing SKUs-> Search using a SKU id (SK9237)-> Click on SKU name we redirect to new page-> Under Subscription tab-> Search using same SKU id-> Click on part no. link-> On the landed page we find the SKU setup.

Session 04:

* One S3 bucket can have more than one S0 orders. This is because of the feature called consolidation type. This is for the reseller portal.
* Reseller portal-> My Profile-> Profile-> Here you can find the reseller details as well as the consolidation type selection.
* This selection makes changes into order billing process where the reseller can fill the end customer details or skip it. If the consolidation selection is on Reseller and payment then the end customer details page is skipped and if the selection is Reseller, End customer and Billing then the billing process ask for end customer details.
* Again bucketing happens in two ways: ERP and RP. For example, we have 5 orders:

S01 Reseller 1 End Customer 1

S02 Reseller 1 End Customer 2

S03 Reseller 2 End Customer 1

S04 Reseller 2 End Customer 1

S05 Reseller 1 End Customer 1

* In ERP the bucketing of orders happens for same reseller, same end customer.

Hence, here S31 will be created for orders S01 and S05.

S32 for S02

S33 for S03 and S04

* Where as in RP the bucketing of orders takes place for same reseller irrespective of end customer.

Hence, bucketing will be as follows:

S311 for S01, S02 and S05

S312 for S03 and S04

Session 05: Automated Billing Report:

* Automated Billing report is used for Microsoft, Modern Azure and Cisco.
* For automated billing report we have certain validations of data. The report goes through multiple stages: import, reimport, reimported, ready for processing, processing, completed.
* Staff portal-> Automated billing report-> Select Microsoft Vendor-> Select country.
* The records visible here are due to the PAC file. This file is received by Insight team from Microsoft and the team will convert that file into excel file in the format that SCM or billing team needs and then dump it to Azure cloud storage.

Session 06: Above session continues

* When the records from Storage and imported to SCM or data tables then the status of the cycle is reimport.
* When the CRON picks up this cycle for validating various fields then the status changes to importing.
* Once the validations are done and it failed due to some reasons then the errors are logged and if the validation is successful then the status changes to ready for processing.
* Now when the cycle is imported under subscription tab we can find two values likes 639/785 it means total we have 785 subscriptions out of which 639 are unique. This actually means few subscription IDs are repeating.
* These repeating IDs may occur because of seat increase. Eg: a subscription is bought by a customer for 1 seat and after few days he increased the seats to 3 seats, later he thought only 2 seats are sufficient and he reduced the seats. So in this case, the subscription for 1 seat will calculate billing for that many days later the seats increased to 3 then the billing from this time to seat reduction will be calculated as per 3 seats and so on. Hence for same subscription we find 3 records as stated above.
* Under mapped tab we find some numbers as 284/952 then this values determines that out of total mappings/records 284 records have no errors and they are correct as cross checked with SCM.
* When some orders are not placed from our UI those are placed using Microsoft Partner Portal or SAP and their subscription is also started then this records are also available in invoice file/ PAC file. As these subscriptions are not placed from StreamOne then we don’t have any record in SCM. Then these records are marked as Orphan records and we find them under Orphan tab. These subscriptions are never billed using SCM.

Session 07: continued session

* Under not required to bill tab we find the subscriptions whose status in the record is set as unmapped. Unmapped status doesn’t make CRON to validate that record.
* Under no charge tab the records who has 0 price allocated with it are here, such records are also not billed.
* We can apply a margin at subscription level or reseller level or country level. In this way we charge the user for using StreamOne platform for processing the orders.
* Subscription level margin means apply margin for subscription price. If some ABC subscription is bought by user and we have set 10% margin, then the total billing for that subscription will be subscription price + margin. Similarly, at reseller level we can set margin for Reseller, if reseller has thousands of order so while billing orders of that specific reseller we set margin. Similarly, can set margin at country level.

Session 08: Refund Status

* We have two tables vendor billing info and vendor billing invoice.
* Under vendor billing info we find the details that are seen under Automated billing tab like cycle start date, end date, status, billing period id, etc.
* In vendor billing invoice we find the details that we can check under details tab of the page like subscription id, subscription status, price, qty, subscription start date, subscription end date, etc.
* For regression testing we need to process whole cycle. For this we need to use EU-Near Prod Environment. Once billing order is generated we need to create Country Recon file.
* When the billing cycle is completed that data comes under Billing Order Manager (BOM) and after BOM approval that data goes to Billing Console (BC), after BC that orders goes to SAP.
* On production env. There is a CRON that send data from BOM to BC. But for testing we can manually send data from BOM page.
* From Billing console, the data is to be sent to SAP. On billing console page, we can select the records and on clicking Approve Selected button the selected records will be sent to SAP.
* If we click on Approve Page button the records visible on current page will be approved.
* Approve All button will approve all the records that are present in billing cycle irrespective of pages.
* Decline selected will decline the selected orders.
* We have different filter on this page. We can enter multiple countries into country filter. We can also search based upon Vendor.
* Under filter we can select actions also. By selecting actionable here, we find the records that needs any action either approve or decline.