



Organisational Plans: Licensing Aeroqual Instruments

Organisational Plans are a new way to license your instruments.

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The screenshot displays the Aeroqual web interface for the 'ABC Environmental' organization. The main area shows a tree view of instruments under the 'Global' parent. The 'ABC Environmental' folder is expanded, showing 'Unlicensed Instruments' (containing 'Instrument #3') and 'Active Instruments' (containing 'Instrument #1' and 'Instrument #2'). Annotations explain that 'Unlicensed Instruments' are for instruments not currently licensed, while 'Active Instruments' are those currently in use. A summary box on the right indicates 2 active instruments and 1 unlicensed instrument. The EULA version is 1.0, which has not yet been accepted.

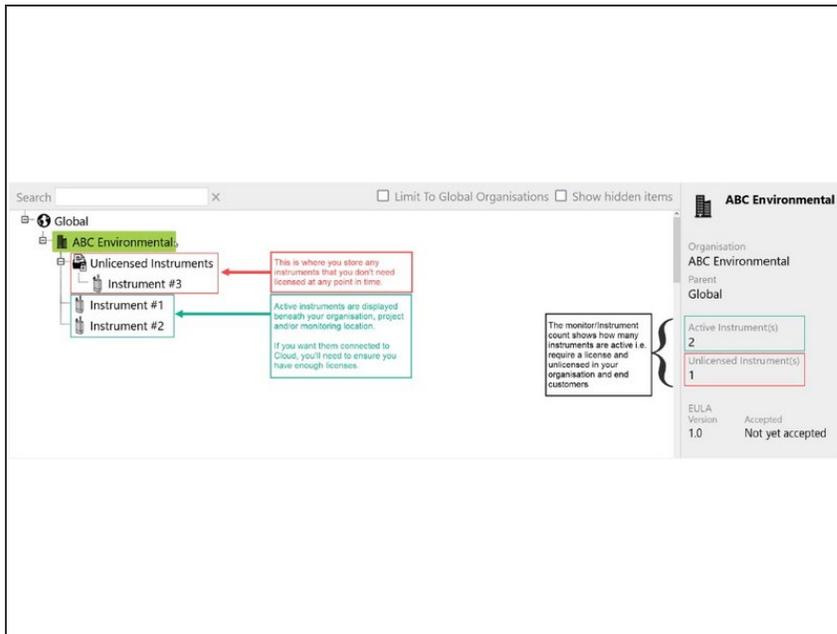
Instrument Type	Count
Active Instrument(s)	2
Unlicensed Instrument(s)	1

EULA Version: 1.0, Status: Not yet accepted

INTRODUCTION

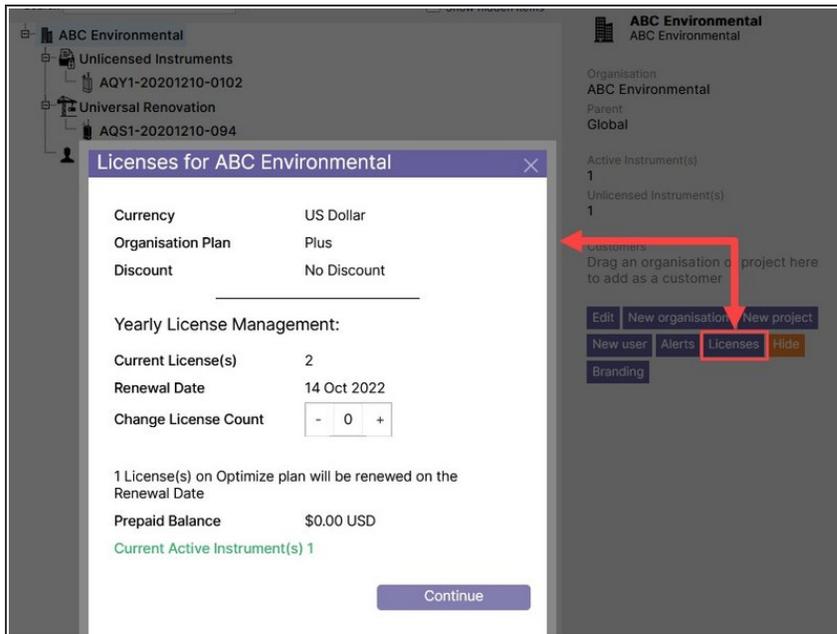
We've made some big changes to the way we license our instruments which makes managing your network even easier than before.

Step 1 — An intro to Organisational Plans



- Organisations are now on a plan, and can own either **Plus** or **Optimize** licences.
- Instruments that don't need Cloud connectivity can be left in the **'Unlicensed Instruments'** folder.
- Licenses are no longer tied to specific instruments within an organisation.
- All plans automatically renew around **one unified anniversary date/renewal date**.

Step 2 — Understanding the new 'License' window



- Only designated Cloud users with **'Distributor License Administrator'** permissions will be able to access our new Licenses management screen.
- **Currency:** The currency your invoices will be raised in.
- **Organisation Plan Type:** The plan your organisation is on. This is either Plus or Optimise but never a mixture of both.
- **Discount:** Any agreed discount applied to the cost of our licenses
- **Current License(s):** The number of licenses you have
- **Current Active Instrument(s):** The number of instruments active and using a Cloud license.
- **Renewal Date:** The date your licenses automatically renew.
- **Change License Count:** This is where you can Add or Remove licenses to and from your existing plan.

Step 3 — Buying more licence

The first screenshot shows the 'ABC Environmental' organisation selected in a tree view, with a red circle and arrow labeled '1' pointing to it. The 'Licenses' button is highlighted with a red circle and arrow labeled '2'. The second screenshot shows the 'Licenses for ABC Environmental' screen with the 'Change License Count' field set to 3, and a red circle and arrow labeled '3' pointing to the 'Add 1 License' button. The 'Continue' button is highlighted with a red circle and arrow labeled '4'. The third screenshot shows the 'Confirm Purchase' screen with a red circle and arrow labeled '1' pointing to the 'Confirm Purchase' button.

- 1. Select the customer/organisation which needs a licence.
- 2. Click on the **Licenses** button.
- 3. Choose how many new licenses you want to buy.
- 4. Click '**Continue**' to proceed with the purchase.
- 5. Complete the transaction at the final menu screen.

Step 4 — Reducing the number of licenses

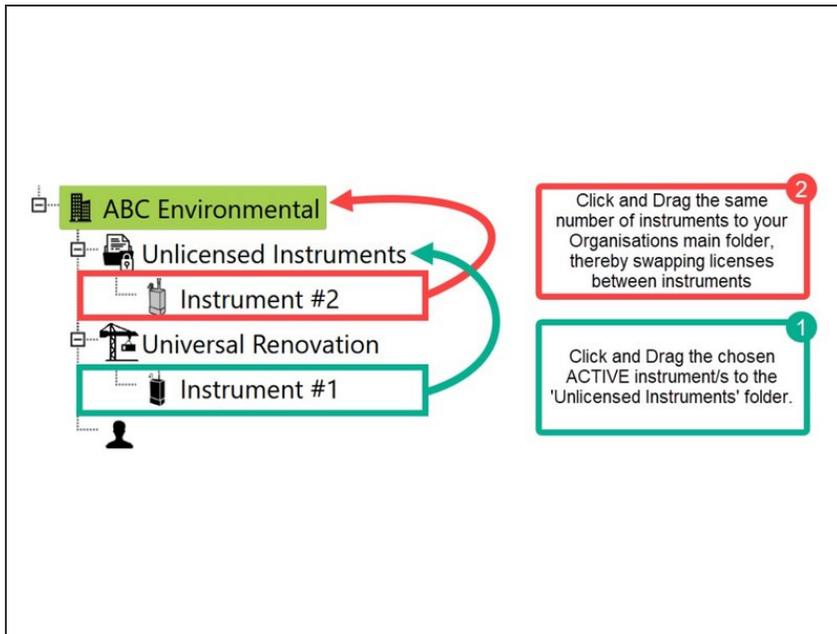
The first screenshot shows the organizational hierarchy for ABC Environmental. The 'ABC Environmental' node is selected, indicated by a red arrow and a red circle with the number 1. The 'Licenses' button is highlighted with a red circle and the number 2.

The second screenshot shows the 'Licenses for ABC Environmental' page. The 'Change License Count' field is set to 3, and the 'Remove 1 License' button is visible. A red circle with the number 3 is next to the '3' in the field. The 'Continue' button is highlighted with a red circle and the number 4.

The third screenshot shows the final confirmation screen. The total amount is \$0.00 USD, and the 'Confirm Purchase' button is highlighted with a red circle and the number 1.

- 1. Select the customer/organisation which needs a licence.
- 2. Click on the **Licenses** button.
- 3. Choose how many licenses you no longer want/need.
- 4. Click continue to proceed with the transaction.
- 5. Complete the transaction at the final menu screen.
- **Important Note:** This will not result in a credit. It will simply reduce the number of licenses that you can use within your network.

Step 5 — Swapping licenses between instruments



- What if you don't want to change the # of licenses you have, you just want to reassign a license to a different instrument?
- 1. First select an instrument which is **ACTIVE** and drag it to your **Unlicensed Instruments** folder.
- 2. Pick the instrument you'd like online from the 'Unlicensed Instruments' folder and drag it into your organisation's/customers main folder.

For further support, contact Aeroqual Support.