

Partner Introduction to Using the Licensing Portal



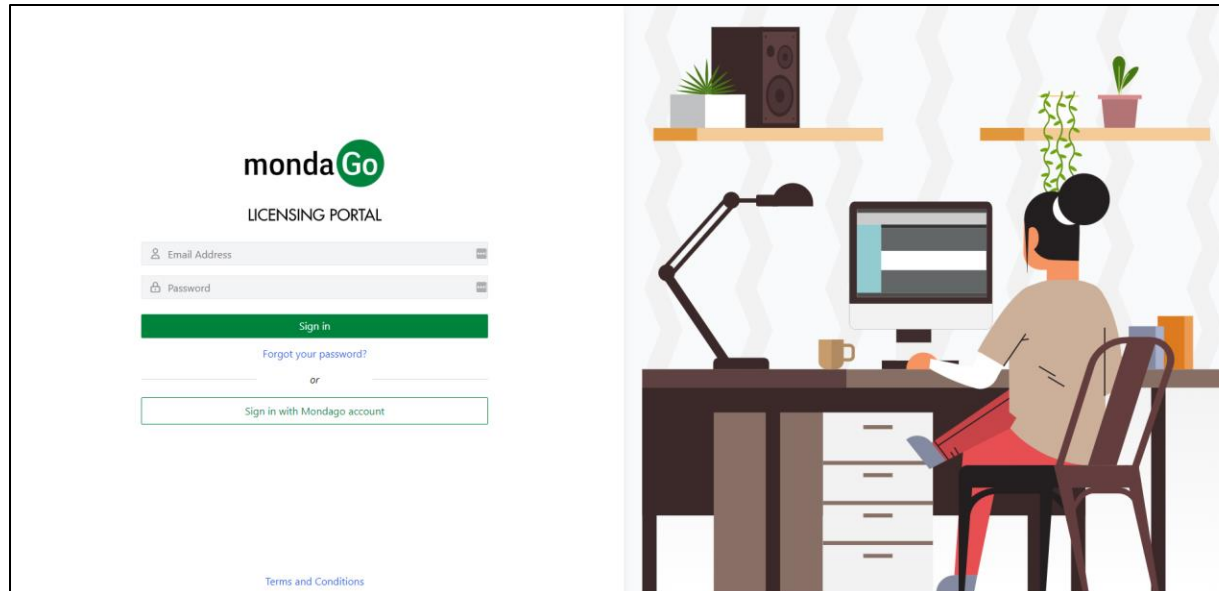
What is a license?



- A license is a key that enables Mondago's software (known as Software) for use by an End User
- The Software can be downloaded and installed by an End User but, it cannot be used until the End User has been assigned a license
- Typically there are multiple license type available for use with the Software. Each license type has a different price point and enables different features in the Software
- You should only allocate one license type to an End User unless advised otherwise
- A licensed End User is known as a Subscriber
- A license is associated to a Subscriber ID. This is normally the username the End User uses to login to the Software.

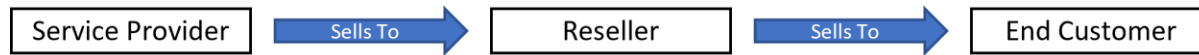
What is the Licensing portal?

- The Licensing portal is a cloud service available at:
<https://licensing-portal.mondago.com/>
- It enables an authorised administrator of a Mondago partner to license End Users without intervention from Mondago



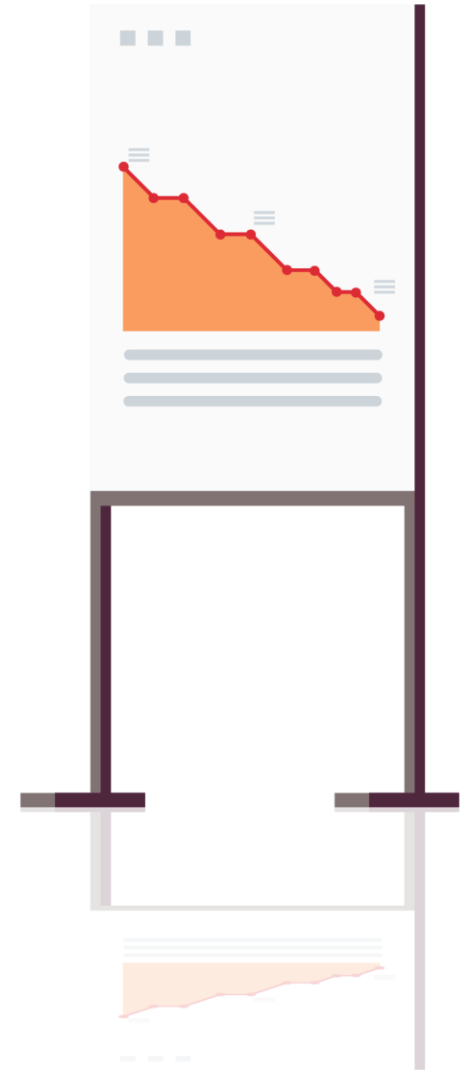
How is it organised

- The Licensing portal is designed around a three tier channel model

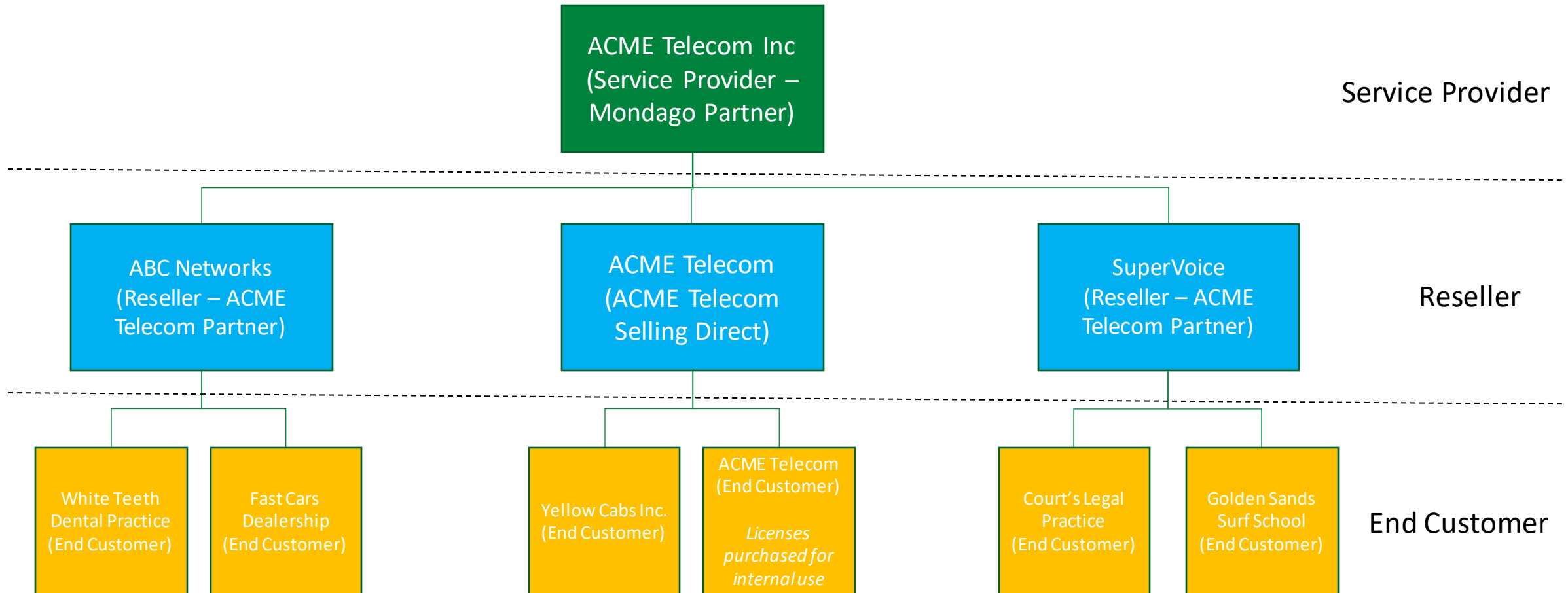


- You are the Service Provider, the Reseller is your partner who makes the sale to the End Customer, and the End Customer consumes the Software license
- In some instances you may sell direct to the End Customer i.e.

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graph LR; SP[Service Provider] -- Sells To --> EC[End Customer]
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- When this is the case, from the perspective of the Licensing portal, you will be acting as a Reseller and will need to create a Reseller named as yourself on the Licensing portal.

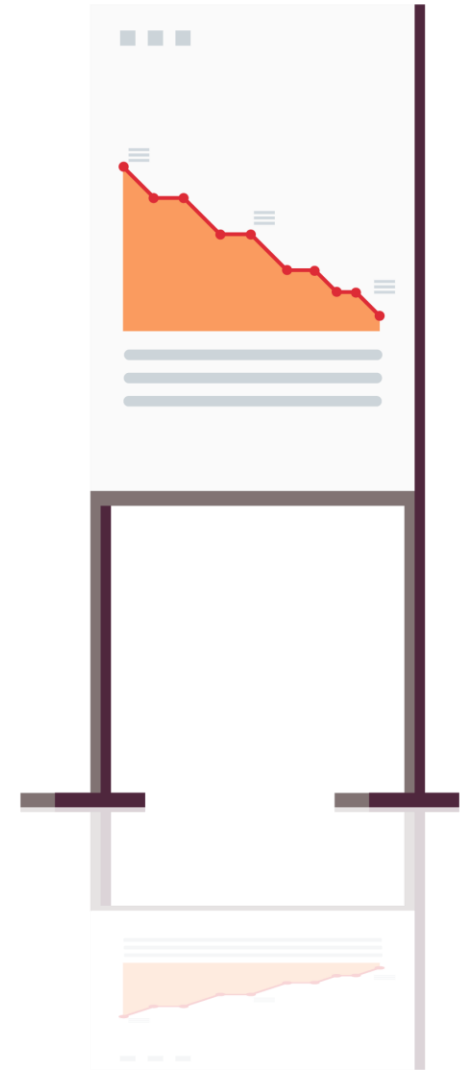
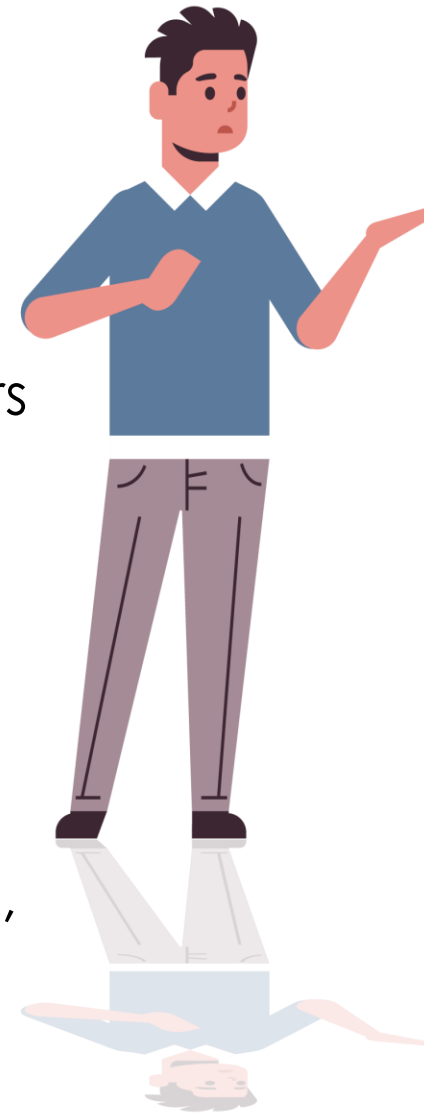


Example of Hierarchy



Getting Started

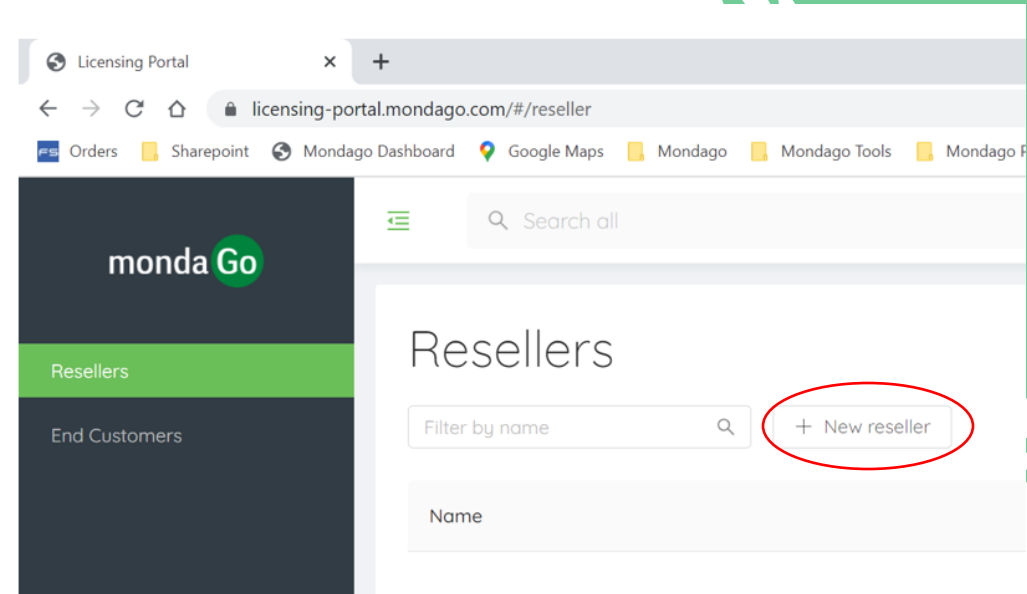
- Please nominate 1 to 2 people in your organisation that will act as Portal Administrators
- Your Mondago Account Manager will then arrange access to the portal for the nominees
- The Administrator will receive an email containing a link to activate their account
- The Portal Administrator is responsible for creating and deleting Resellers, End Customers, License packs and Subscribers.



Licensing a User

Step 1 – Create Reseller

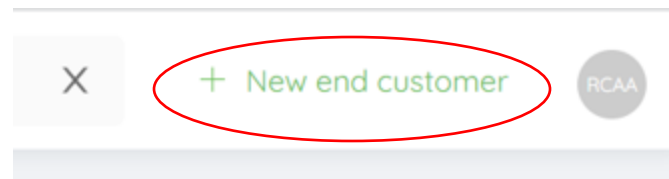
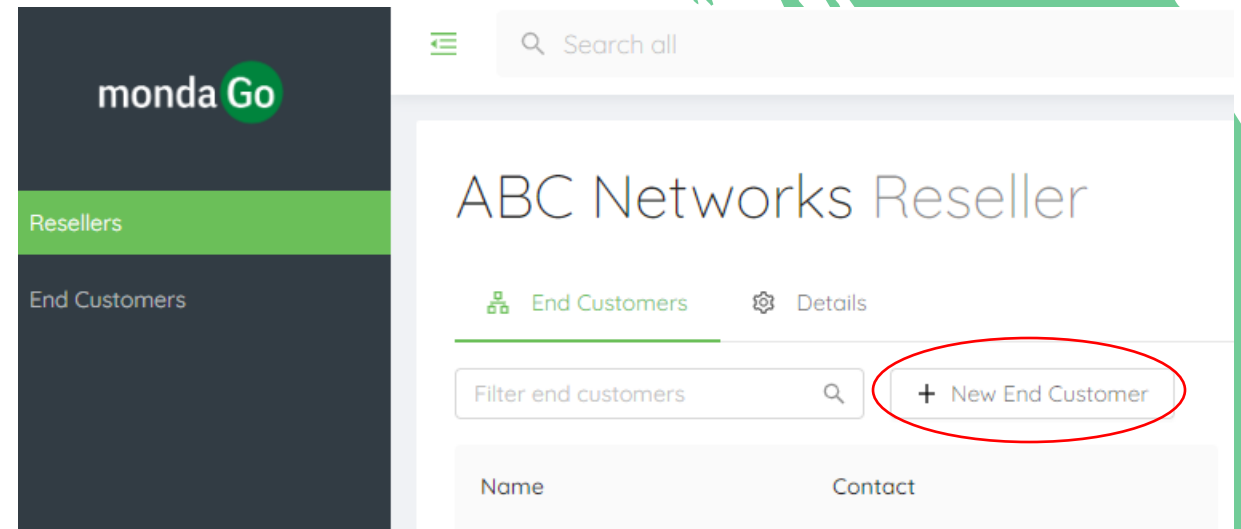
- The first step is to create a record for your Reseller/s (you only need to do this once for each Reseller)
- To do this, click on “Resellers” in the left hand menu and then click on “+ New reseller” and complete the fields in the presented screen
- Email and Address fields are optional.



Licensing a User

Step 2 – Create End Customer

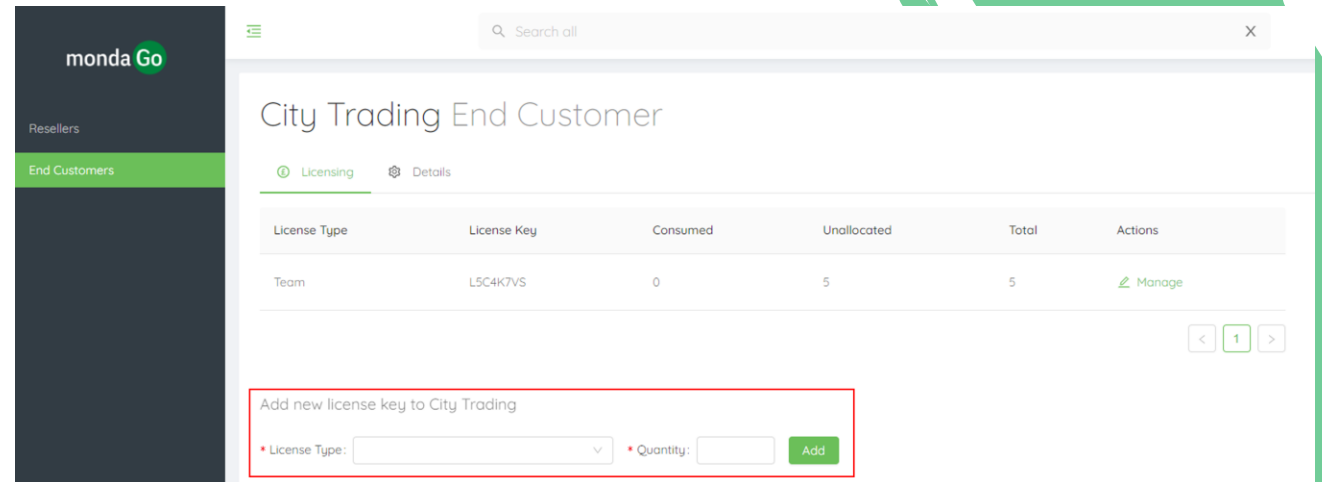
- The second step is to create a record for the End Customer of the Reseller (you only do this once for each End Customer)
- To do this, click on “Resellers” in the left hand menu and then click on “+ New End Customer” and complete the fields in the presented screen
- Email and Address fields are optional
- Note: A new End Customer can be added from any screen at any time by clicking “New end customer” from the top right corner of the page.



Licensing a User

Step 3 – Create License Pack

- You then need to create “license packs” for each of the license types that will be assigned to users of the End Customer e.g. Solo, Team and Unite
- To do this, first ensure you are in the End Customer record and then select the license from the “License Type” field and enter the Quantity of licenses you will invoice the End Customer for (see red rectangle), and click “Add”
- In the example shown, a license Pack for Team licenses has already been created
- **IMPORTANT: The Total is the number of licenses that Mondago will invoice you for.**



The screenshot shows the MondaGo interface for managing licenses. The left sidebar has a menu with 'Resellers' and 'End Customers'. The main area is titled 'City Trading End Customer' and has two tabs: 'Licensing' (active) and 'Details'. Below the tabs is a table with columns: License Type, License Key, Consumed, Unallocated, Total, and Actions. The table contains one row for 'Team' with a license key of 'L5C4K7VS', 0 consumed, 5 unallocated, and a total of 5. An action link 'Manage' is next to it. At the bottom, a red rectangle highlights a form to 'Add new license key to City Trading'. This form has a 'License Type' dropdown menu, a 'Quantity' input field, and an 'Add' button.

License Type	License Key	Consumed	Unallocated	Total	Actions
Team	L5C4K7VS	0	5	5	Manage

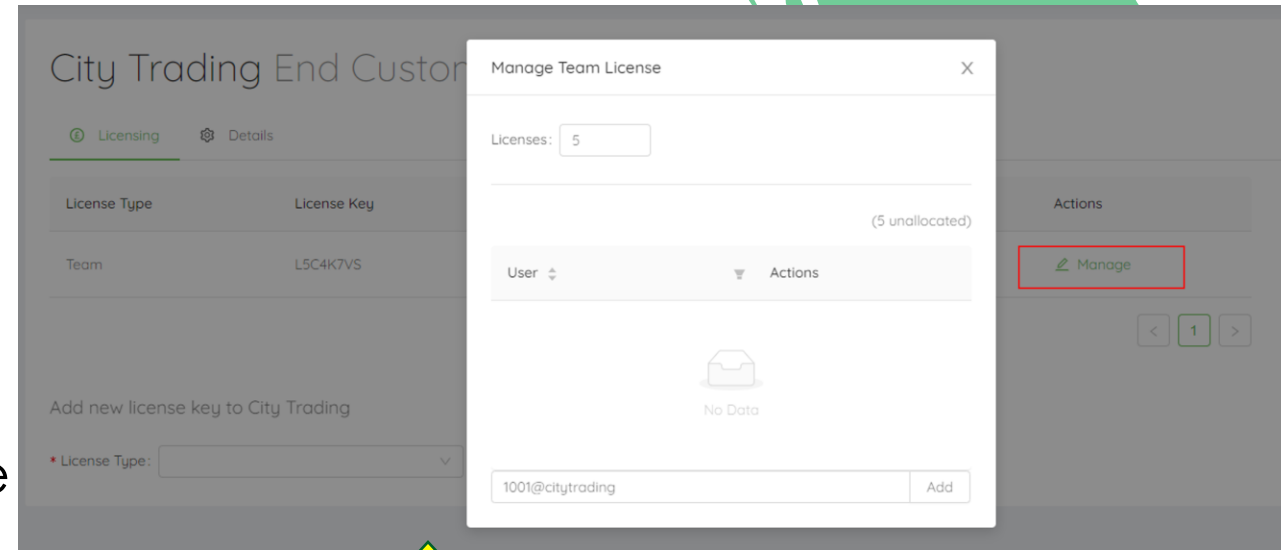
Add new license key to City Trading

* License Type: * Quantity:

Licensing a User

Step 4 – Add Subscriber

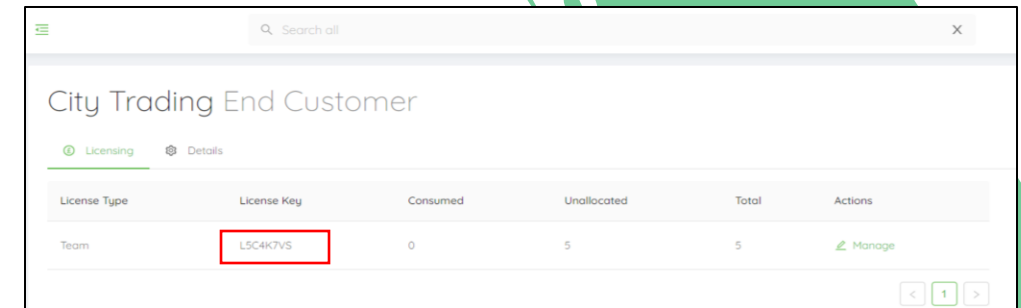
- You can then add or delete Subscribers to the pack using the “Manage” option (Red rectangle)
- The Subscriber ID used to license the End User is the “User” used to login to the Software
- For example, “1001@citytrading” in the screenshot below showing the user’s login screen

A user login screen for City Trading. It has a 'User:' label and a text input field containing '1001@citytrading'. Below that is a 'Password:' label and a text input field containing '*****'. There is an 'Auto login' checkbox which is unchecked. At the bottom, there are three buttons: 'Log in' (blue), 'Cancel' (gray), and 'Advanced' (gray).

**That's it!
You have
licensed a
User**

User Level Provisioning

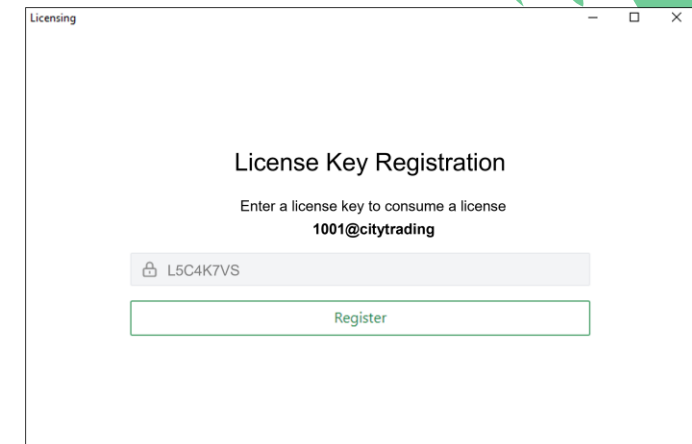
- Each license pack has its own unique License Key
- If a User has not already been assigned to a License Pack, then they can use a License Key to assign a License Pack via the Go Integrator Client
- This is done via a registration screen, which appears when a user inputs valid credentials is not assigned to a License Pack
- In this example *1001@citytrading* can use License Key *L5C4K7VS* to allocate a Team license.



City Trading End Customer

Licensing Details

License Type	License Key	Consumed	Unallocated	Total	Actions
Team	L5C4K7VS	0	5	5	Manage



Licensing

License Key Registration

Enter a license key to consume a license

1001@citytrading

L5C4K7VS

Register

Order form and Bulk licensing?

- The licensing portal is designed to be complimentary with the Order form method of ordering licenses
- This means you can use either of the methods to manage your licenses, however be careful to use exactly the same names for Resellers and End Customers
- If you have previously used the Order form to order licenses, you will notice they are already visible in the Licensing portal against the Reseller and Customer information you provided in the Order form
- The Licensing portal does not currently have a bulk import utility. If you do have the need to add a large number of licenses in one go, you can choose to complete and submit the Order form in the normal way
- Once the Order form is processed by our Operations team, the new licenses will be visible in the Licensing portal.

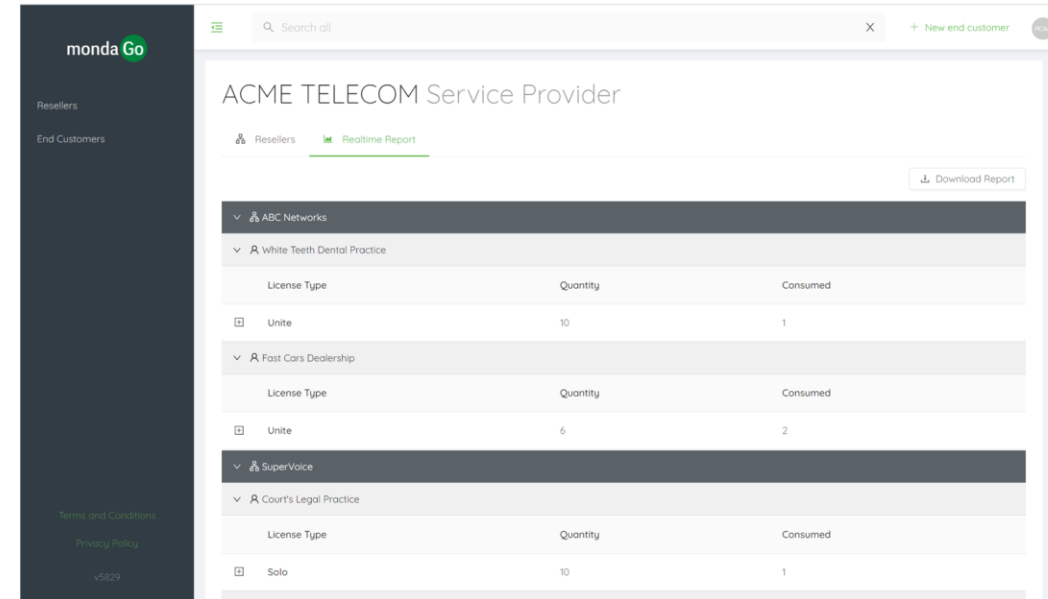
How do I license our own users?

- As a Service Provider you are entitled to a limited number of “Not for resale” (or NFR) licenses for testing and demo purposes
- Please contact your Account Manager to find out how many NFR licenses you have available and how to get them assigned to users
- Note; neither NFR licences or specially discounted “in-house” licenses are currently visible in the Licensing portal
- If you have exceeded your NFR allocation and need to add more licenses for internal use, then please contact your Account Manager to request specially discounted “in-house” use licenses;
- Alternatively you can add License through licensing portal at your normal discount rate. To do this you need to create your own company as an End Customer in the Licensing Portal (See ACME Telecom example under the “Example Hierarchy” slide), and then add and delete licenses in the normal way.

Reporting and Invoicing

- Mondago will invoice you monthly (in advance) for the Quantity of licenses created for all End Customers.
- Unconsumed licenses will still be invoiced
- Whole months are always invoiced
- You are able to run and download a real-time report showing the quantity of licenses available to every End Customer and the number Consumed (Subscribers)
- Tip: The Realtime Report is available from your home screen. Click on the “Mondago” Icon to return to home screen

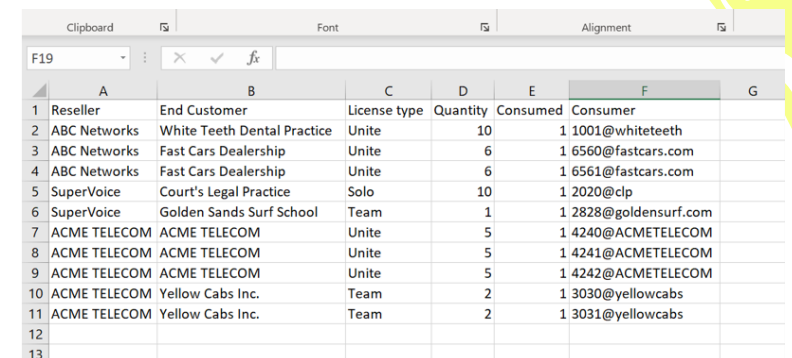
Realtime Report



The screenshot shows the Mondago web application interface. On the left is a dark sidebar with the Mondago logo and navigation links for 'Resellers' and 'End Customers'. The main content area is titled 'ACME TELECOM Service Provider' and has tabs for 'Resellers' and 'Realtime Report'. A 'Download Report' button is in the top right. The report is organized into sections for different resellers: ABC Networks, White Teeth Dental Practice, Fast Cars Dealership, and SuperVoice. Each section contains a table with columns for License Type, Quantity, and Consumed.

Reseller	License Type	Quantity	Consumed
ABC Networks	Unite	10	1
	Solo	10	1
White Teeth Dental Practice	Unite	6	2
	Solo	10	1
Fast Cars Dealership	Unite	6	2
	Solo	10	1
SuperVoice	Unite	6	2
	Solo	10	1

CSV Download



The screenshot shows a CSV file downloaded from the Mondago application. The data is organized into columns: Reseller, End Customer, License type, Quantity, Consumed, and Consumer. The data is sorted by Reseller and then by End Customer.

Reseller	End Customer	License type	Quantity	Consumed	Consumer
ABC Networks	White Teeth Dental Practice	Unite	10	1	1001@whiteteeth
ABC Networks	Fast Cars Dealership	Unite	6	1	6560@fastcars.com
ABC Networks	Fast Cars Dealership	Unite	6	1	6561@fastcars.com
SuperVoice	Court's Legal Practice	Solo	10	1	2020@clp
SuperVoice	Golden Sands Surf School	Team	1	1	2828@goldensurf.com
ACME TELECOM	ACME TELECOM	Unite	5	1	4240@ACMETELECOM
ACME TELECOM	ACME TELECOM	Unite	5	1	4241@ACMETELECOM
ACME TELECOM	ACME TELECOM	Unite	5	1	4242@ACMETELECOM
ACME TELECOM	Yellow Cabs Inc.	Team	2	1	3030@yellowcabs
ACME TELECOM	Yellow Cabs Inc.	Team	2	1	3031@yellowcabs

Other notes

- The Licensing Portal is designed to allocate multiple license types to a single user. However, in the case of Solo, Team and Unite licenses, a user only needs to be assigned one of these license types. So, if you are upgrading or downgrading a user between these license types, be sure to delete the user from the previously assigned license
- All transactions are logged but are only visible to the Mondago Administrator. Please contact your Account Manager if you need a record of transactions



Thank You

