

## Basic Reports

Data available for download

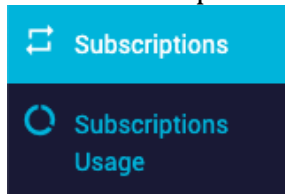
- Monthly usage
- Device stock
- SIM stock
- End Users

### Monthly Usage Report

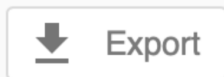
Users are able to export monthly subscription usage in a .xlsx format.

To export your Subscription usage:

- Select Subscriptions > Subscription Usage from the left-hand menu bar



- Select a date range (from the drop-down boxes)
- On the right-hand side click Export



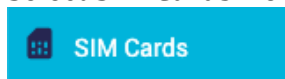
- The file will download to .xlsx

### SIM Stock Report

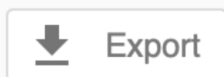
Users are able to export a list of SIMs in .xlsx formats.

To export your SIM list:

- Select SIM Cards from the left-hand menu bar



- On the right-hand side click Export



- The file will download to .xlsx

### Device Stock Report

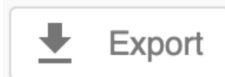
Users are able to export a list of Devices in a .xlsx format.

To export your Device list:

- Select Devices from the left-hand menu bar



- On the right-hand side click Export



- The file will download to .xlsx

## End Users Report

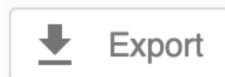
Users are able to export list of End Users in a .xlsx format.

To export your End User list:

- Select End Users from the left-hand menu bar



- On the right-hand side click Export



- The file will download to .xlsx

## Understanding your Usage Report

Usage reports are a record of SIMs usage by location and duration. The data can be used to calculate data trends or calculate usage for billing purposes.

Open the .xlsx file, which displays the following 11 data fields:

- **Customer ID**
  - This is the number that identifies the Parent/Child/Grand Child
- **Subscription ID**
  - This is the number that identifies the Subscription
- **PICCID**
  - This is the SIM number that is printed on the SIM card
- **Call Placed Date**
  - The date the CDR was recorded
- **Call Placed Time**
  - The time (GMT) the CDR was recorded
- **Total Usage (KB)**
  - Usage for the recorded CDR in KB
- **Total Usage (MB)**
  - Usage for the recorded CDR in MB
- **Country Name**
  - The country the CDR was recorded in

- **Country Code:**
  - The country code that the network uses to identify where the CDR was recorded
- **MNC (Mobile Network Code)**
  - Used to identify the network the CDR was recorded on
- **Plan Name**
  - The plan the SIM/Subscription is linked to for billing purposes
- **Custom-defined Tags**
  - Any custom-defined tags will group in a cell against the CDR record

When viewing data in the .xlsx file, use the following suggestions to make the data more useful:

- Click and drag column separator lines to widen the columns
- Freeze the first row to view the column headings when scrolling through the file
- To display usage in GB, divide the sum total by 1024
- Pivot the data to have a total breakdown of usage by Subscription or SIM
  - Row Labels
    - Subscription ID
    - PICCIDs
    - Country Name
  - Column Labels
    - Call Placed Date
  - Values
    - Sum of Total Usage (KB/MB)
- Pivot the data to have a total breakdown of usage by Plan – handy for Pooled and Shared plans
  - Row Labels
    - Plan Name
    - Subscription ID
  - Values
    - Sum of Total Usage (KB/MB)