


OneBill: How to Add a Grant

Scope

 This document explains how to add a grant. Grants are used when creating usage packages among other items.

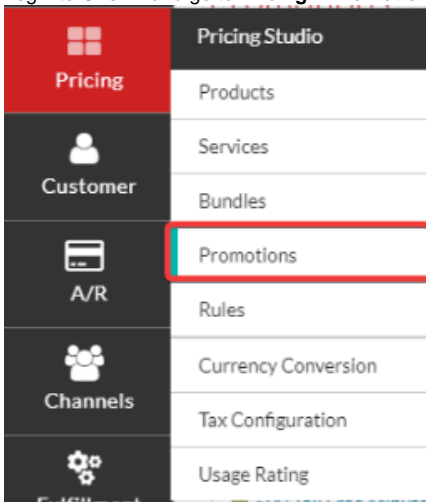
Items Needed

- Access to OneBill

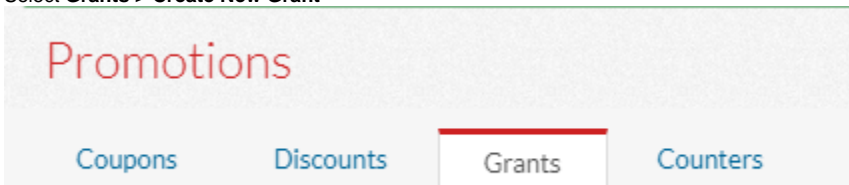
Adding a Grant

This document follows instructions for adding usage grants for voice. Examples will be for toll free packages, but other items (international calling, local, etc) can be used as well.

- Log into OneBill and go to **Pricing > Promotions**



- Select **Grants > Create New Grant**



- Complete the following fields. Leave all others default
 - Give It A Name...:** Name your grant something descriptive (ie 500 Toll Free Minutes)
 - Grant Type:** Recurring
NOTE: If you plan to allow rollover minutes, check off the rollover box on the left
 - Units:** How many minutes you plan to give
 - Resource Type:** MINUTES

- Threshold Limit:** This is optional, but you can configure notifications to email when this limit is reached

Edit Grant

Create a grant for your subscription

Give It A Name... * This name will be used as an identifier while managing grants

500 Toll Free Minutes

Description

Provide a detailed description of the grant

Available - From *

02/13/2020

Available - To *

Select a date

Forever

Available For *

Subscription

Grant Type *

Recurring

Rollover *

Grant Type

Unit Of Measurement Currency

Units *

500

Resource Type *

MINUTE

Prorate *

Threshold Limit

90 %

Minimum *

6.00

Increment *

6.00

Validity Period *

Day(s)

Never Expires

GL Code *

P2005

GL String

- Under **Consumption Criteria** select **Add Criteria**

Consumption Criteria

Event Type

Event Category

Time Code

+ Add Criteria

- Complete the following. Leave all other fields blank

- Event Type:** This can be **Origination** (inbound) or **Termination** (outbound)

- Event Category:** TollFree-IB

- Time Code:** Standard

Consumption Criteria

Event Type

Event Category

Time Code

C

Origination Calls

TollFree-IB

Standard

+ Add Criteria