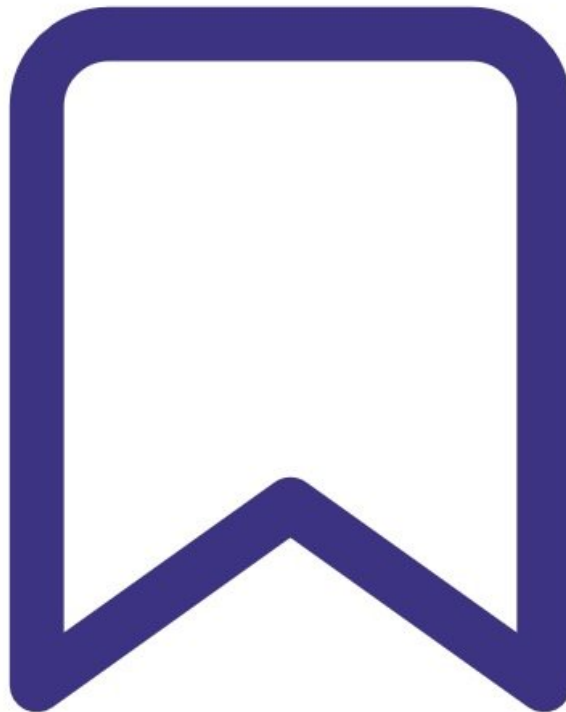




Track license expiry

Written By: Tanya Taylor

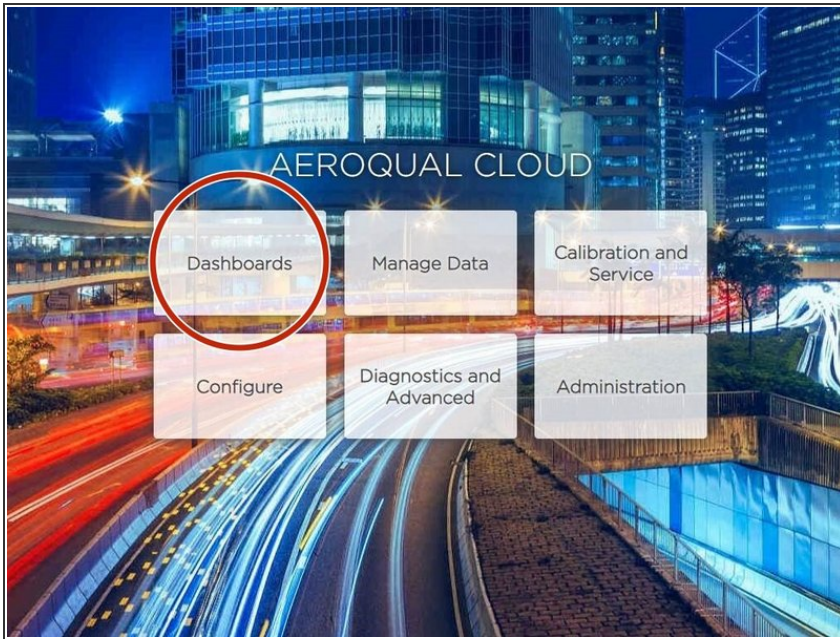


INTRODUCTION

If you're a distributor administrator, a licenses dashboard allows you to see, at a glance, which licenses are due to expire so you can effectively manage any renewals.

The dashboard is particularly useful if you manage a large number of customer licenses that have started at different times.

Step 1 — View dashboard



- From the Aeroqual Cloud home screen, select **Dashboards**.
- Click **Licenses** in the side menu.

Step 2 — Filter information

Global journal ▼ Tanya

License type All Organisation All Never expires ☒ Export

Expired <2 months remaining <4 months remaining Active

Organisation	Project	Serial number	Name	Version	License type	Period	Expiry
Speedy Demolitions Ltd		DS 23022016-288	John Desk Test	1.10.0	Auto Export	1 year	Expired 25/02/2017
Aeroqual		TEST-006	Test DS	1.11.1	Plus	1 year	Expired 01/01/2018
Aeroqual		TEST-006	Test DS	1.11.1	Alerts	1 year	Expired 01/01/2018
Aeroqual		TEST-006	Test DS	1.11.1	Auto Export	1 year	Expired 01/01/2018
Aeroqual		TEST-006	Test DS	1.11.1	Cloud API	1 year	Expired 01/01/2018
Speedy Demolitions Ltd		DS 23022016-288	John Desk Test	1.10.0	Cloud API	1 year	Expired 12/03/2018
Aeroqual		TEST-006	Test DS	1.11.1	Rose Charts	1 year	Expired 10/05/2018
Aeroqual		AQY-BA-334	Sales and Service AQY1	1.13.5	Basic	1 year	Expired 17/12/2019
Aeroqual		AQY-BA-334	Sales and Service AQY1	1.13.5	Cloud API	1 year	Expired 17/12/2019
ABC Instrument Rental Ltd		DS 07062016-001	Aeroqual Service Demo	1.15.1	Aeroqual Care	1 year	09/09/2020
Demonstration Company		AQW 88-658	CASANZ AQY	1.16.0	Plus Demo	1 year	27/09/2020
Chicago Department of Public Health		DS-VIRTUAL-04	DS-VIRTUAL-04	1.13.7	Plus	1 year	16/06/2021
Chicago Department of Public Health		DS-VIRTUAL-03	DS-VIRTUAL-03	1.13.7	Plus	1 year	16/06/2021
Kelly Slater Surf Ranch		AQS-VIRTUAL-02	AQS-VIRTUAL-02	1.13.7	Plus	1 year	16/06/2021
Aeroqual		AQW Demo-001	Sales & Support Demo AQY	1.16.7263	Connect	Never expires	Never expires
Aeroqual		AQW Demo-001	Sales & Support Demo AQY	1.16.7263	Support	Never expires	Never expires
Aeroqual		AQW Demo-001	Sales & Support Demo AQY	1.16.7263	Aeroqual Care	Never expires	Never expires
Aeroqual		AQW Demo-001	Sales & Support Demo AQY	1.16.7263	Cloud API	Never expires	Never expires
Aeroqual		DS-VIRTUAL-app-03	DS-VIRTUAL-app-03	1.13.7	Connect	Never expires	Never expires
Aeroqual		DS-VIRTUAL-app-03	DS-VIRTUAL-app-03	1.13.7	Support	Never expires	Never expires
Aeroqual		DS-VIRTUAL-app-03	DS-VIRTUAL-app-03	1.13.7	Cloud API	Never expires	Never expires
Aeroqual		AQS1 30052019-1003	Aeroqual Ltd BN Demo Unit	1.17.2	Connect	Never expires	Never expires

- The licenses dashboard shows you clearly which licenses have expired, which are about to expiry (within 2 months and within 4 months), and which ones are active for longer.
- If needed, you can filter the table by license type and organisation. You can also order information alphabetically by clicking a column header.
- To download license information, click **Export**. The file format is comma-separated values (.csv), which is easily opened in Microsoft Excel.

Step 3 — Set email alert

New organisation

Organisation name * Required

Location * Required

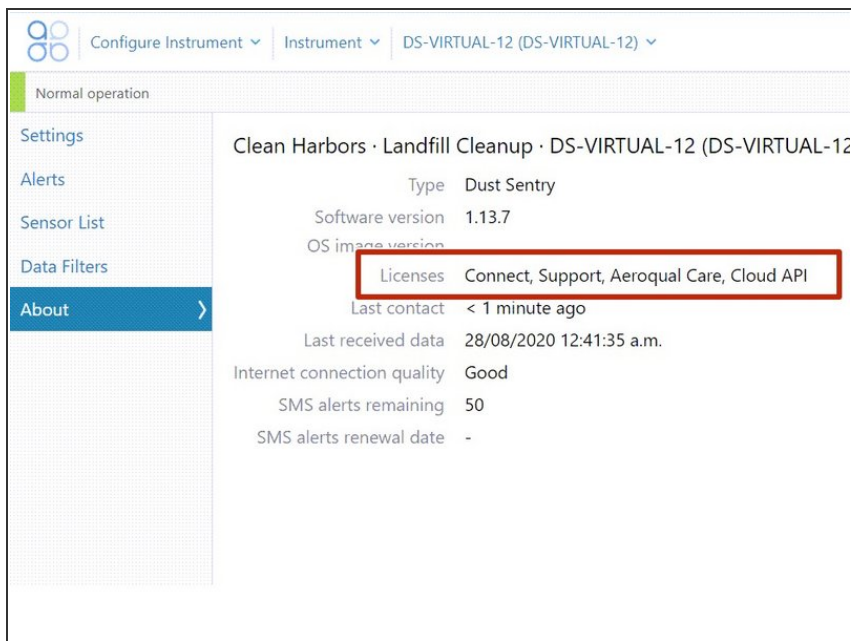
Main user * Required

Enter the email address here for enabling the email notification of license subscription. Use ";" separator to add multiple addresses

- Another way to track licenses that are due to expire is to set up an email alert for each organization.
- From the Aeroqual Cloud home screen, select **Administration**.
- When adding an organization, enter your email address in the **Main user** field. Use a semi-colon ';' separator to add multiple addresses.

- ❗ If several licenses are due to expire at the same time, you'll receive a single email for all of them.

Step 4 — Single monitor view



- If you're in instrument mode, you can see what licenses are assigned to a particular monitor by entering the **Configure** app and selecting **About** from the side menu.

For further support, contact [Technical Support](#).