

I need help swapping my device's licenses from another order line.

Contents

For External Customer / Partner Use Only: These instructions are provided to help customers / partners perform the action themselves to resolve the issue. If the customer / partner runs into issues in the instructions, please have them open a case with licensing support (<https://www.cisco.com/go/scm>) to help resolve.

Video

The purpose of this content is to share information for educational and/or informational use. You may choose to watch the video or read the content below-both provide the same material, so feel free to engage with whichever format you prefer.

Prerequisites

Before you start, ensure that you have the following:

- Active Cisco.com account
- The user accessing the Commercial Consumption View must have at least one of the following:
 - Smart Account User/Admin/Viewer
 - Virtual Account User/Admin/Viewer
 - Cisco Support or Cisco Admin or Cisco Viewer role



Note: Please DO NOT perform these actions yourself if you are an internal Cisco resource outside of the Licensing Support team.

Steps

Step1: Go to [Cisco Software Central](#) and log in with your cisco.com credentials.

Step2: Select the Smart Account from the Smart Account Selector at the top right corner.

Step 3: Click on Manage Licenses under the Smart Software Manager section.

Step 4: Click on the Commercial Consumption Tab.

Step 5: In the Commercial Consumption Tab, you can view:

- list View of Product SKU's with Available(entitled) and,
- In Use(reported) counts from multiple source transactions across Virtual Accounts that the user has access to.
- The Earliest End Date for the subscriptions as there can be several Order sources for the Licenses Purchased.
- The Virtual Accounts, the licenses and devices are associated with.



Note: There can be multiple Virtual accounts, and you can see the list, by clicking on the Virtual Account link.

Step 6: Expanding the Product SKU, shows:

- the Original Purchase source for the Licenses associated,
 - the Product Instance to which the licenses are connected,
 - and how many are in use.
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Note: In this new view you can see what devices are impacted, if licenses expire, and you can see the original licenses source to consider what you purchased last and what you actually used.

Step 7: Click on Advanced Search Text or Icon next to Advanced Search.

Step 8: Enter the value on the intended i.e. subscription ID, and date or order source to see which licenses and devices are impacted.

Step 9: Search attribute and click Apply.



Note: Filtered List of the product SKU's and associated transactions including licenses are displayed based on the search criteria.

Step 10: Click on the IN use link next to an active product SKU and get a list of the product instances, device types and which Virtual accounts the active licenses for that product SKU and order source.



Note: You can see the install site location and if there are any alerts for that device, than you can click on the device link and get more about it. A list of licenses it is using, how they were billed, when a subscription expires and so on. Authorized means that the system was able to check the order source and show weather everything in use is associated with an active subscription.

Step11: For Exchange License:

1. In the Action Column, select the ACTIONS drop down and click on Exchange License Source.
2. This displays the Smart License Exchange window. Select a license and associated transactions which needs to be exchanged.
3. In the Available Transactions tab:
 - Option to select from List of transactions having the same or higher tier license in Smart Account.
 - Toggle to unused will give all the license transactions which are not used by any PI.
4. Confirm your selection for Exchange in the Review Tab and click "Exchange".

Step 12: Click on the checkbox at individual row or header to select product skus for Export.

Step 13: Click on Export Icon or Export Popup at the bottom.

Step 14: Select the file type and the data to be included

- Product SKU/s -> Exports Selected Product SKU's details.
- Transaction Summary -> Exports Selected Product SKU's and their Associated Source Transactions.
- Device Consumption -> Exports details of Product Instances mapped to Selected Product SKU and their Associated Source Transactions.



Note: Max Scale calculation example.

- Level 1 product SKU have a purchase quantity of 10. Level 2 of the transaction shows L1 (1) and L2 (10), number in the parathesis represents the multiplier.
- Max scale of L1 is the usage count divided by multiplier: $5 / 1 = 5$ Max scale of L2 is the usage count divided by multiplier: $60/10 = 6$ Hence, the In Use shows 6 which is the “max scale” for both Product SKU level and Transaction Level.

Troubleshooting

If you experience an issue with this process, that you cannot address, please open a Licensing case at [Support Case Manager \(SCM\)](#) using Software Licensing option.

For feedback on the content of this document, please submit [here](#) .