

# How Can I Download a Report of all Licenses In-Use from My Enterprise Agreement Workspace Suite(EAWS)?

## Contents

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**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:

- Active Cisco.com account
- Access to Smart account and virtual account
- Active EA Suite

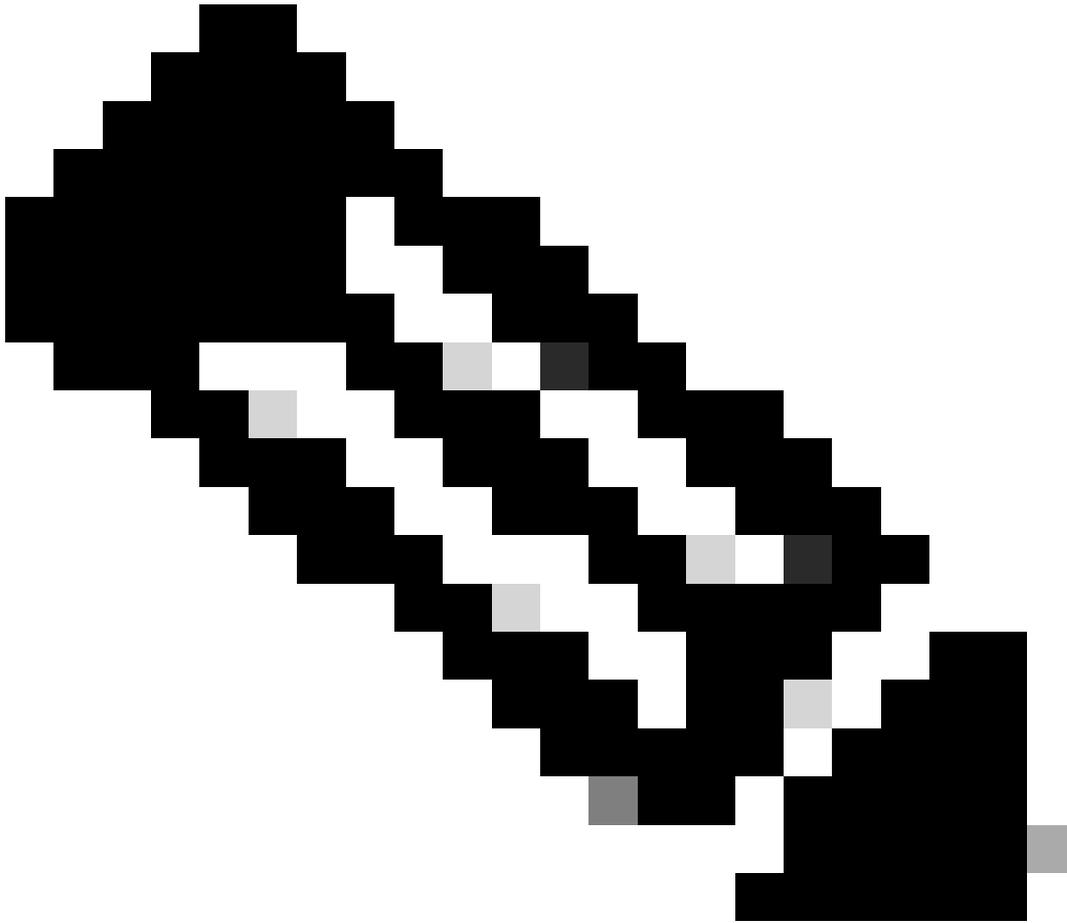
## Steps

Step 1: Go to [Cisco Software Central](#) and log in with your cisco.com credentials.

Step 2: Select the Smart Account from the Smart Account Selector at the top right corner.

Step 3: Click on Access EA Workspace under the EA Workspace section.

Step 4: Go to the relevant EA Suite and click on the Detailed report link.



**Note:** Ensure report type selected as Detailed Report & use date range field to modify the report date duration

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Step 5: Click on Export to download the report in excel format.

### **Troubleshooting**

1. How can I download the report on Suite basis in EA portal? Select the particular Suite from the Virtual Accounts and download the report.
2. How can I download the report by date range? There is a Date range under the detailed report selection option while downloading the Report.

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](#).