

# How can I export the device report within Cisco License On-Prem (CLP) deployment?

## Introduction

This document provides a step-by-step guide for downloading Device reports from the Cisco License On-Prem (CLP) portal.

## 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:

- A Cisco Smart Account.
- A valid Cisco.com (CCO) User ID and password with access to the relevant Smart or Virtual Account.
- Admin Access to Cisco License On-Prem (CLP) Portal.

## Steps

Step 1: Access the Cisco License On-Prem (CLP) portal at: [https://<IP\\_Address>:8443/admin/#/mainview](https://<IP_Address>:8443/admin/#/mainview).

Step 2: Navigate to the *Licensing workspace* from the left-hand menu.

Step 3: Select the appropriate *On-Prem Account* from the *On-Prem Account tab*.

Step 4: Once the account is selected, additional tabs will appear in the left-hand menu. Navigate to the *Devices tab* and select *Device Inventory*

Step 5: You will be directed to the Device Inventory page, which provides a comprehensive view of all Devices associated with the selected On-Prem account, including:

- Device name
- Device type
- Usage report status
- Device connection status
- Product number
- Device identifier
- Product description and other information

Step 6: Select the Devices for which you wish to export a report by checking the box next to the Device Name. You may select all devices or filter for a specific set.

Step 7: Click the *Export Selected* button, located in the top-right corner of the inventory table.

Step 8: In the Export Records pop-up window, configure the following:

- **File Type:** Choose between .csv or .xlsx format.

Step 9: Click Export.

**Step Results:** The report will be generated and downloaded to your local drive in the selected file format.

## Troubleshooting

**For External Customer/Partner Use Only:** Follow these instructions to resolve your issue. If you need further assistance, please initiate a request for License Support via [Cisco Support Case Manager](#).