

How to use Billing Addon

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1 How to activate Billing Addon

To activate the Billing Addon, please offer the MAC of LAN port of your MyPBX, which you can find in the motherboard or the enclosure of MyPBX.

Here is the screen shot of MAC address:



Figure 1-1

In this example, the MAC address of LAN port is F4B549050004.

Note:

1. Billing Addon is available in MyPBX Enterprise/U100/U200/U300/U5XX.
2. The MAC of LAN port is the key when purchasing the license.

Please contact our reseller/dealer from whom you get your MyPBX to purchase the activation license.

Steps to activate Billing Addon:

- 1) Click 'Addons' label to switch to the billing system activation page.

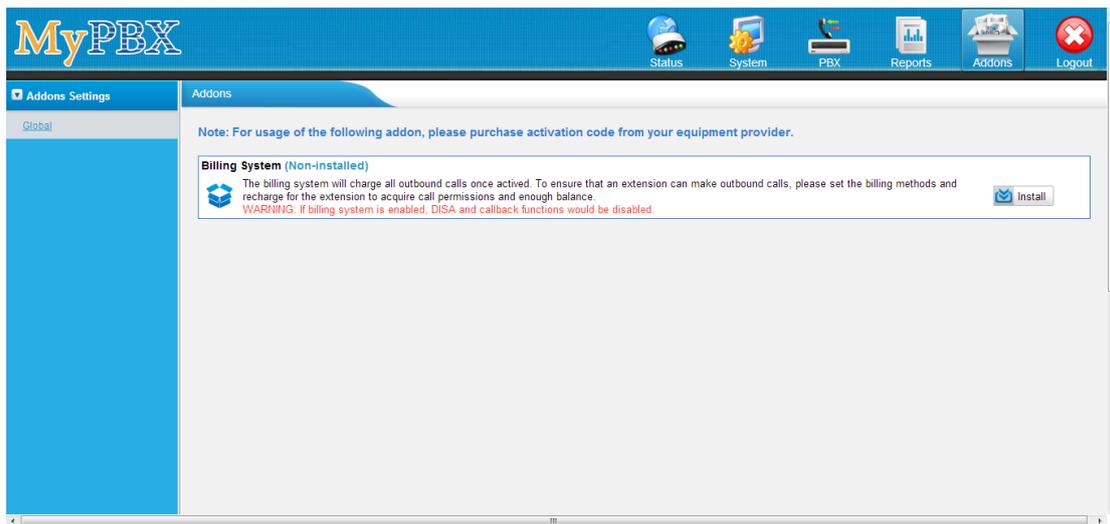


Figure 1-2

- 2) Click 'Install' and input the license you purchased, click 'Active'.

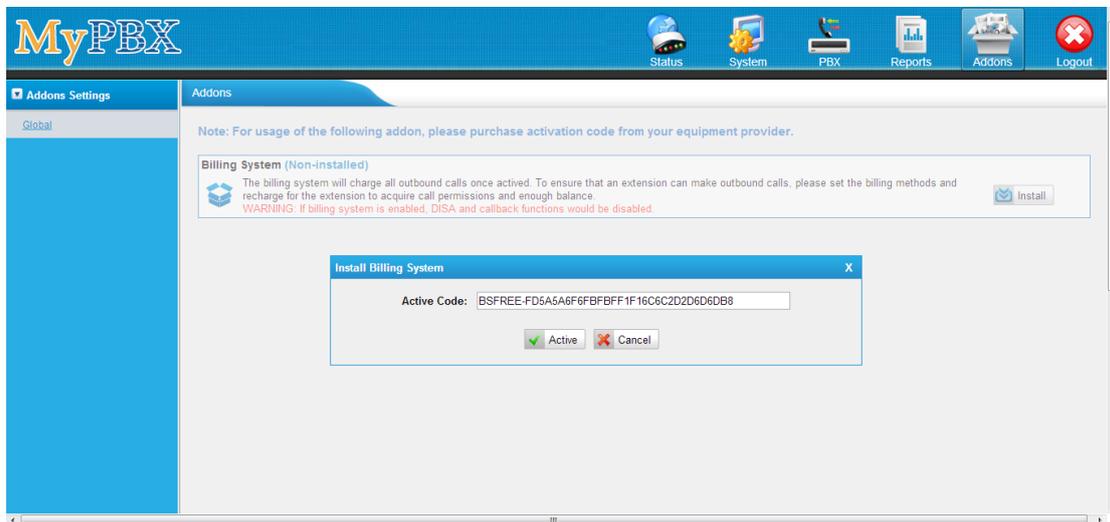


Figure 1-3

- 3) After click 'Active', MyPBX will pop up the reboot tag; click 'Reboot Now', the activation will take effect after MyPBX boots up again.

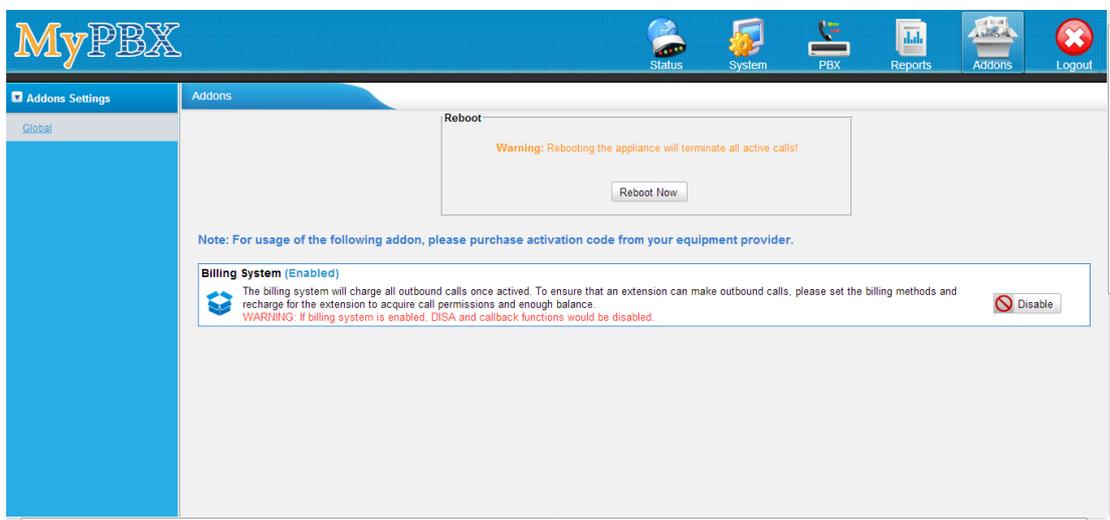


Figure 1-4

Note:

1. Billing activation is permanent in MyPBX even you reset it to factory defaults. I.e. it's not supported to be repealed when it's activated successfully. You can only enable or disable this feature.
 2. The license is a unique one; you cannot install one license in another MyPBX.
 3. Once Billing Addon is activated, DISA, call back and outbound route destination in inbound route will be disabled.
- 4) When MyPBX boots up again, you will see the billing menu in 'Addons' page.

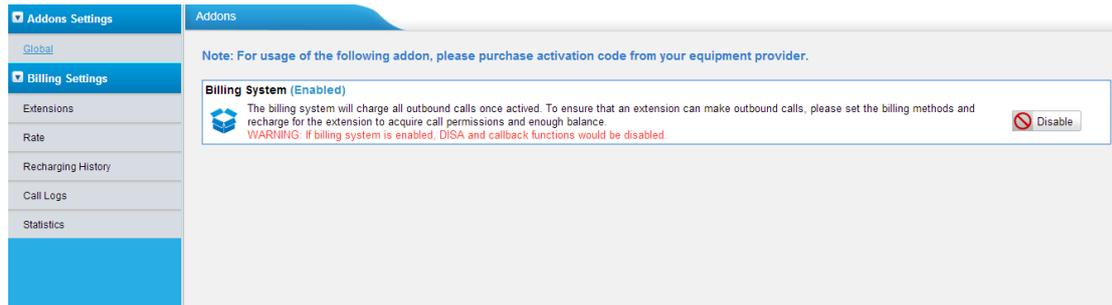


Figure 1-5

The activation process is finished permanently.

2 How to use Billing Addon

2.1 Addons Settings

2.1.1 Global

It's allowed to enable/disable the Billing feature when it's activated successfully.

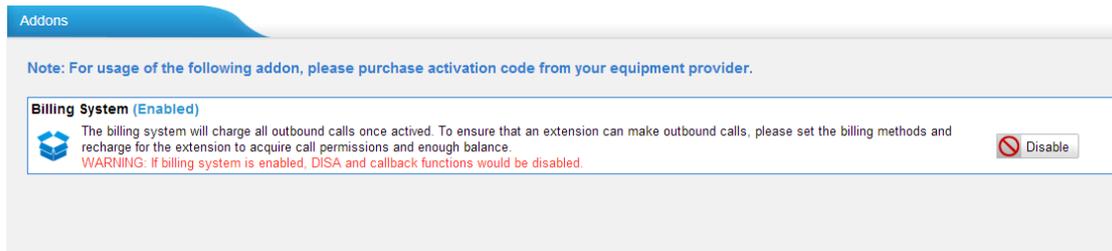


Figure 1-6

Click 'Disable' to disable it temporarily.

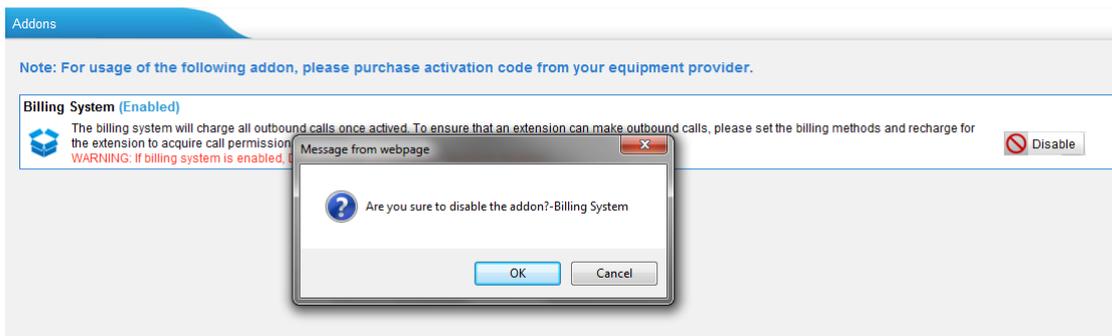


Figure 1-7

Click 'Apply changes' to take effect, you can also enable it again.

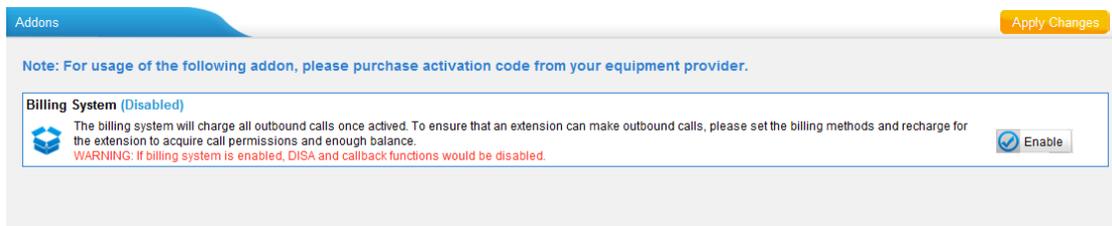
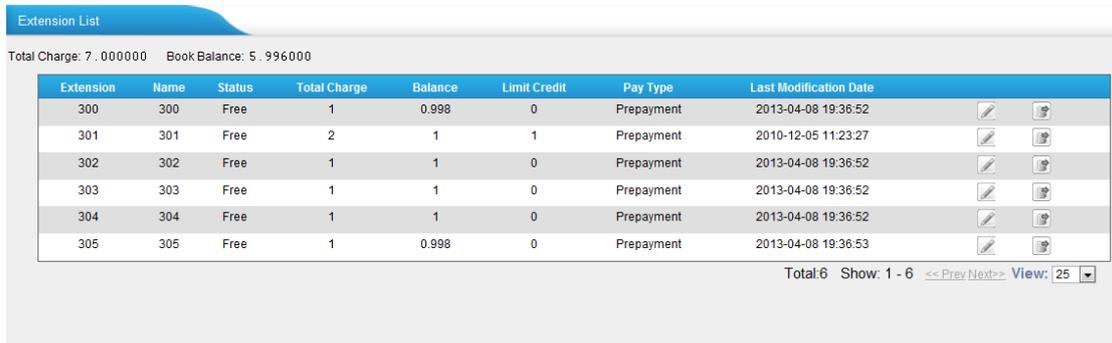


Figure 1-8

2.2 Billing settings

Extensions and rates configurations can be changed on this page.

2.2.1 Extensions



Extension List

Total Charge: 7.000000 Book Balance: 5.996000

Extension	Name	Status	Total Charge	Balance	Limit Credit	Pay Type	Last Modification Date		
300	300	Free	1	0.998	0	Prepayment	2013-04-08 19:36:52		
301	301	Free	2	1	1	Prepayment	2010-12-05 11:23:27		
302	302	Free	1	1	0	Prepayment	2013-04-08 19:36:52		
303	303	Free	1	1	0	Prepayment	2013-04-08 19:36:52		
304	304	Free	1	1	0	Prepayment	2013-04-08 19:36:52		
305	305	Free	1	0.998	0	Prepayment	2013-04-08 19:36:53		

Total: 6 Show: 1 - 6 << Prev Next >> View: 25

Figure 1-9

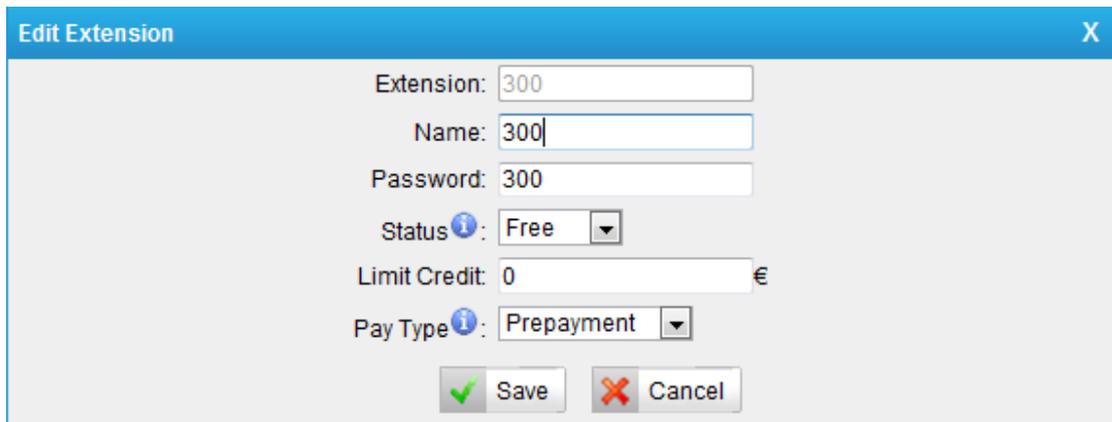
Total Charge

The total charge of all extensions.

Book Balance

The total balance of all extensions.

Click  to edit the extension settings.



Edit Extension

Extension:

Name:

Password:

Status ⓘ:

Limit Credit: €

Pay Type ⓘ:

Figure 1-10

Extension

Extension number, un-editable.

Name

You can rename the extension to whatever you want. The extension name here and the extension name in PBX extension page will be changed to the same as the changed one whichever changes.

Password

The extension's password, which is always the same as the voicemail PIN on extension page.

Status

Administrator can set it to Free or Locked. If it's locked, this extension can't make outbound calls.

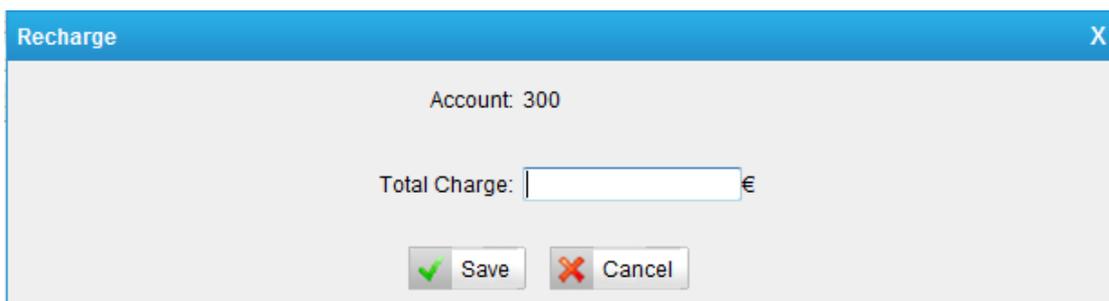
Limit Credit

If Prepayment is chosen, when your balance is below the limit of credit, your outbound call will be blocked. If Post-payment chosen, the limit of credit means the maximum money you can owe.

Pay Type

Prepayment or Post-payment.

Click  to recharge this extension.

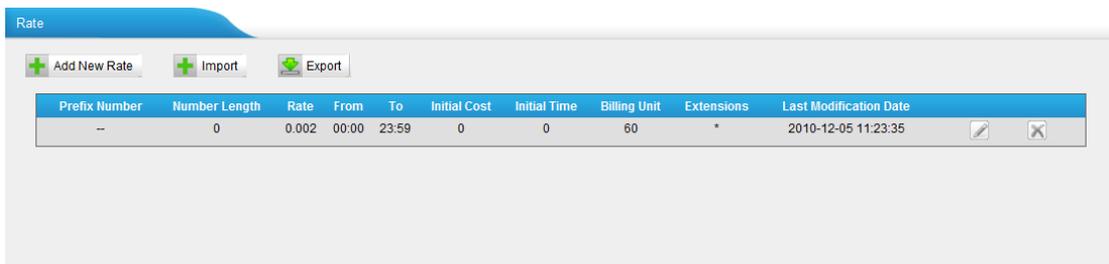


The Recharge dialog box shows the account number 300 and a Total Charge input field with a Euro symbol. It includes Save and Cancel buttons.

Figure 1-11

2.2.2 Rate

Click 'Rate' to start edit the rate rules, you can also do the import and export the rules you have edited in advance. The format is *.csv.



The Rate configuration interface includes buttons for Add New Rate, Import, and Export, and a table with the following data:

Prefix Number	Number Length	Rate	From	To	Initial Cost	Initial Time	Billing Unit	Extensions	Last Modification Date
--	0	0.002	00:00	23:59	0	0	60	*	2010-12-05 11:23:35

Figure 1-12

Import

Import the configuration file of rate.

Export

Export the configuration of the rate.

Click 'Add New Rule' to start editing the details.

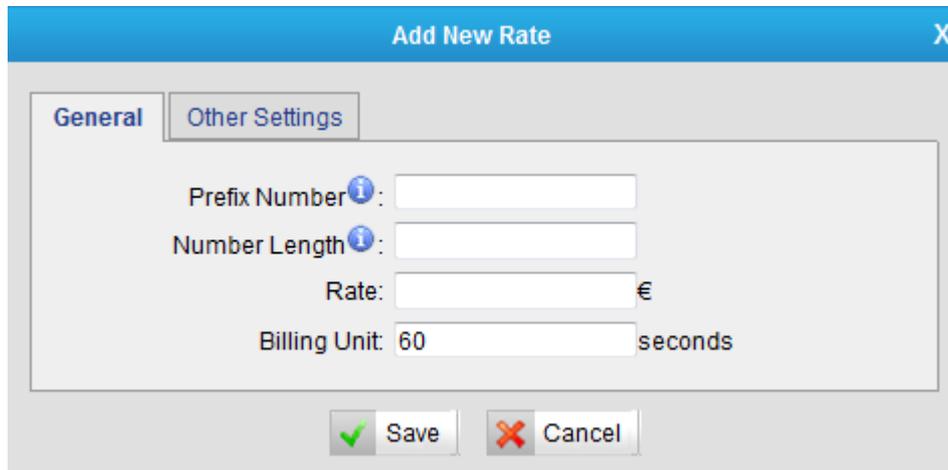


Figure 1-13

1) General**Prefix number**

It's the Prefix of the called number. It must match the dial pattern of the outbound route in MyPBX. Leave it blank means matching all dial patterns.

Number Length

It is the total length of the number processed by MyPBX when calling outbound (Include the dial pattern and the number stripped by MyPBX). If dial pattern is "9.", Strip "1" digit, there is not prepended number, when you dial "95503305", the number length is "8". If dial pattern is "9.", Strip:1" digit, prepended number is "17951", when you dial 95503305, the number length is "13". Put "0" here to apply to numbers of all lengths. Leave it blank means matching all numbers.

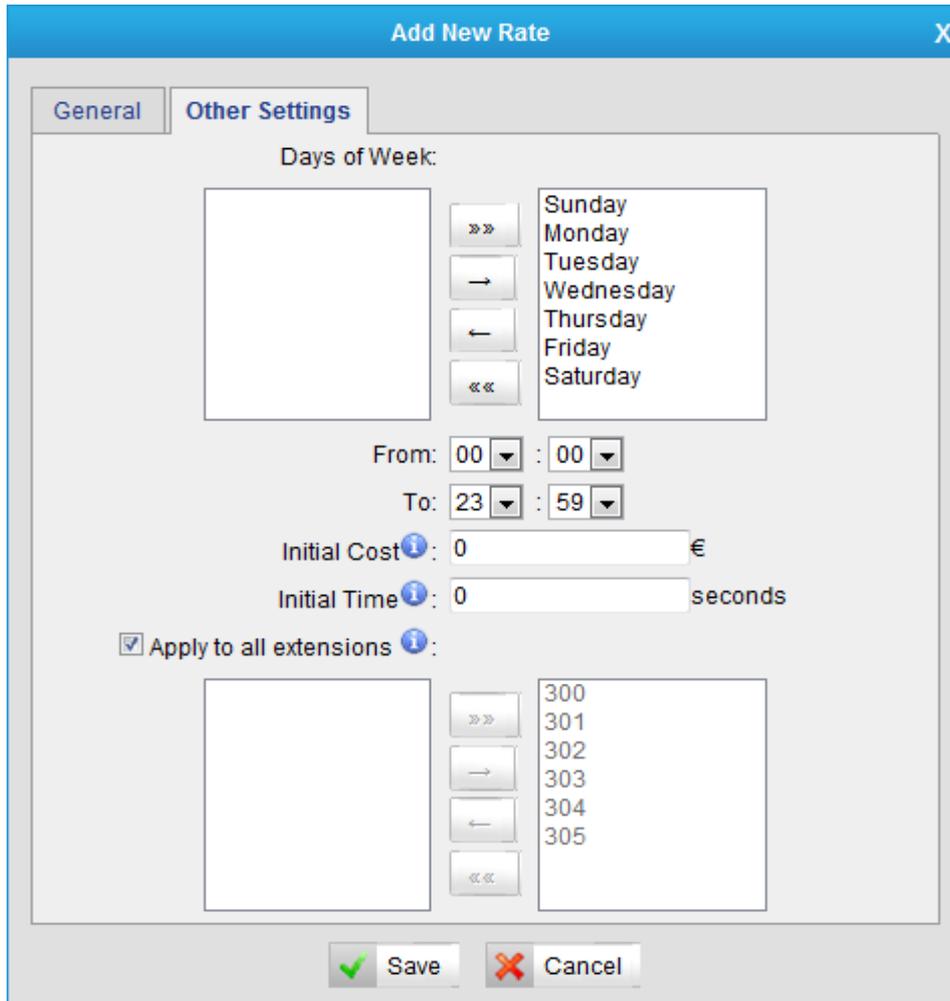
Rate

The rate of one billing unit.

Billing Unit

If the rate is €0.2 and billing unit is 60 seconds, the call you make will cost €0.2 per 60 second (less than one billing unit will be regarded as one billing unit).

2) Other Settings



The screenshot shows the 'Add New Rate' dialog box with the 'Other Settings' tab selected. The 'Days of Week' section has a list of days from Sunday to Saturday. The 'From' and 'To' fields are set to 00:00 and 23:59 respectively. The 'Initial Cost' is 0 € and the 'Initial Time' is 0 seconds. The 'Apply to all extensions' checkbox is checked. The extension list contains numbers 300 through 305. The 'Save' button is highlighted with a green checkmark.

Figure 1-14

Days of week

Choose the weekly days on which this rate takes effect.

From & To

The time period of this rate takes effect in a day.

Initial Cost & Initial time

If the 'Initial Cost' is €0.2 and the 'Initial Time' is 120 seconds means the first 120 seconds of this call will cost €0.2.

Apply to all extensions

Apply this rate to the following extensions or just tick 'Apply to all extensions' to apply to al

2.2.3 Recharging History

Click 'Recharging History' to check the details. You can also clear all balance.

Recharging History						
+ Recharge		Clear Balance		Total Charge: 7.000000		
Recharge Date	Account	Pre-Balance	Total Charge	Post-Balance	Agent Id	
2013-04-08 19:36:53	305	0	1	1	admin	
2013-04-08 19:36:52	300	0	1	1	admin	
2013-04-08 19:36:52	301	0	1	1	admin	
2013-04-08 19:36:52	302	0	1	1	admin	
2013-04-08 19:36:52	303	0	1	1	admin	
2013-04-08 19:36:52	304	0	1	1	admin	
2010-12-05 11:24:03	301	0	1	1	admin	

Total: 7 Show: 1 - 7 << Prev Next >> View: 25

Figure 1-15

1) Recharge

Click "Recharge" and then choose the extension and put in the amount.

Recharge X

Available Extensions

301
302
303
304
305

»»

→

←

««

Selected Extensions

300

Total Charge: €

✔ Save
✘ Cancel

Figure 1-16

In this example, the selected extension 300 recharges 50€ respectively.

2) Clear balance

Clear Balance X

Available Extensions

301
302
303
304
305

»»

→

←

««

Selected Extensions

300

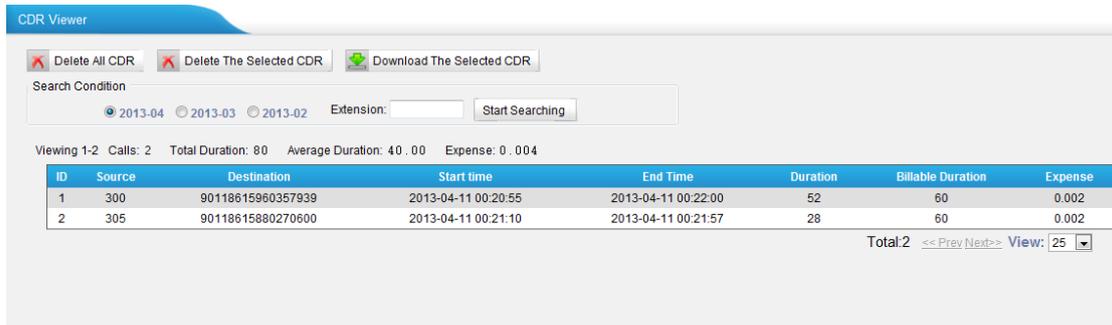
✔ Save
✘ Cancel

Figure 1-17

In this example, the chosen extension 300's balance will be cleared.

2.2.4 Call Logs

It's the history of all calls generated by extensions. You can download, delete and search the records by date and/or extension number.



CDR Viewer

Search Condition

2013-04
 2013-03
 2013-02
 Extension:

Viewing 1-2 Calls: 2 Total Duration: 80 Average Duration: 40.00 Expense: 0.004

ID	Source	Destination	Start time	End Time	Duration	Billable Duration	Expense
1	300	90118615960357939	2013-04-11 00:20:55	2013-04-11 00:22:00	52	60	0.002
2	305	90118615880270600	2013-04-11 00:21:10	2013-04-11 00:21:57	28	60	0.002

Total:2 << Prev Next >> View: 25

Figure 1-18

Start Search

When there are a great number of calls, you can query call logs by time and extension number.

Calls

The total number of the calls.

Total Duration

The total duration of all calls.

Average Duration

The average duration of all the calls.

Expense

The total expense of all calls.

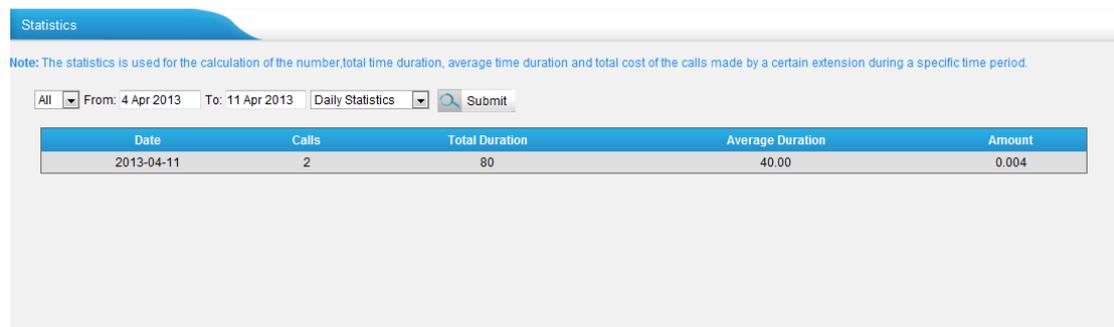
Download and delete CDR.

You can click "Download the Selected CDR" to download CDR to your PC; also you can click "Delete the Selected CDR" or "Delete All CDR" to delete the CDR.

Note: Only the logs of the latest 3 months will be saved.

2.2.5 Statistics

You can check the statistics here. You can list the statistics by extension number, date, day, month or year.



Statistics

Note: The statistics is used for the calculation of the number, total time duration, average time duration and total cost of the calls made by a certain extension during a specific time period.

All From: 4 Apr 2013 To: 11 Apr 2013 Daily Statistics Submit

Date	Calls	Total Duration	Average Duration	Amount
2013-04-11	2	80	40.00	0.004

Figure 1-19

Date

The date of the call

Calls

The number of the calls.

Total Duration

The total duration of all the calls.

Average Duration

The average duration of each call

Amount

The total cost of all the calls.

[Finish]