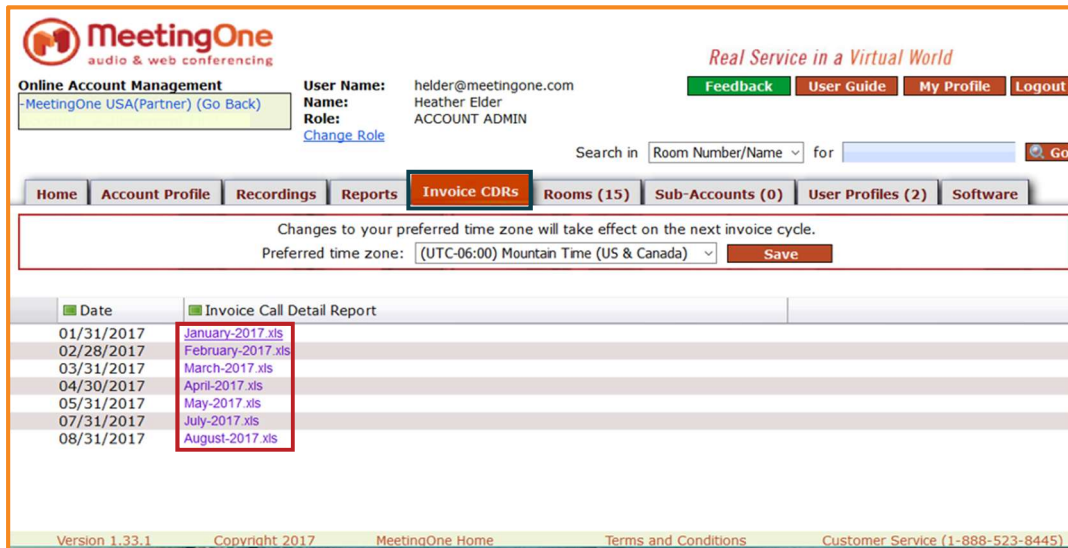


Invoice CDRs (Call Detail Reports)

OAM (Online Account Management) allows you to view and download usage and billing reports for your Room(s). CDRs provide supporting details to your monthly invoice and are available at the beginning of each month.

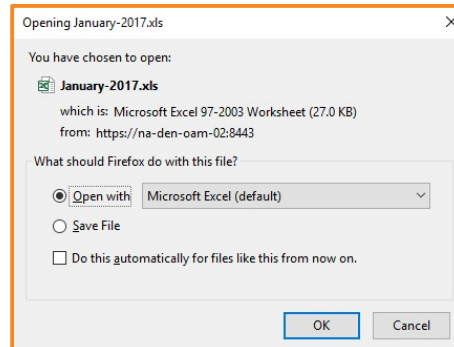
Access Invoice CDRs

- Click the **Invoice CDRs** Tab
 - A list of Reports will appear by month
 - Click on the Month you wish to view
 - Choose to open or save the file
 - You MUST turn off pop-up blockers for this to work
 - A complete detailed list will open or save to your PC with specific details of every call for that month!



The screenshot shows the MeetingOne OAM interface. At the top, there's a navigation bar with tabs: Home, Account Profile, Recordings, Reports, **Invoice CDRs**, Rooms (15), Sub-Accounts (0), User Profiles (2), and Software. Below the tabs, there's a message about time zone changes and a dropdown menu for the preferred time zone (UTC-06:00 Mountain Time (US & Canada)).

Date	Invoice Call Detail Report
01/31/2017	January-2017.xls
02/28/2017	February-2017.xls
03/31/2017	March-2017.xls
04/30/2017	April-2017.xls
05/31/2017	May-2017.xls
07/31/2017	July-2017.xls
08/31/2017	August-2017.xls



The dialog box shows the file "January-2017.xls" (Microsoft Excel 97-2003 Worksheet, 27.0 KB) from the URL "https://na-den-oam-02:8443". The "Open with" option is selected, set to "Microsoft Excel (default)".

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Room Number	Date/Time	Connect Time	Disconnect	Cardholder	Billing Code	Services	Dialed Number	Name	Minut Call	Charge	USF Fee	CCRF Fee	Report Type	Total	
2	123456748	4/6/2017 14:33	2:33:20 PM	2:35:16 PM	Janet Meeting	Unallocated	Audio Conferencing	8888888888	Janet's Line	2 dial-in	\$0.07	\$0.01	\$0.01	Domestic	\$0.09	
3	123456748	4/14/2017 11:49	11:59:43 AM	1:01:10 PM	Janet Meeting	Unallocated	Audio Conferencing	1303333333	Sara	62 dial-out	\$2.17	\$0.38	\$0.17	Domestic	\$2.72	
4	Grand Total									64	\$2.24	\$0.39	\$0.18		\$2.81	