



# NTP Software Storage Financials™

User Manual

Version 7.5 - September 2015



*This guide details the method for using NTP Software Storage Financials™. Upon completion of the steps within this document, NTP Software Storage Financials can be used to manage your enterprise community effectively.*

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## Executive Summary

Storage is a valuable resource. In any enterprise, you pay for the storage consumed by its users. NTP Software Storage Financials™ is a powerful calculation tool that is used to generate bills for storage consumption on the level of individual departments in an enterprise. With NTP Software Storage Financials, you experience the following powerful benefits:

- **Cost calculation.** The storage consumption is calculated for each department in your environment, and the generated bill is emailed to specified recipients.
- **At-a-glance information.** Useful details about your environment are ready at hand, including the total number of departments, total number of users, rates by which bills increase, average rate of the bill, and so on.
- **Easy management.** It is simple to import department information, configure bill details, manage tiers, and manage users in your environment.

# NTP Software Storage Financials Configuration

After installing NTP Software Storage Financials in your environment, the first step is to configure the application and specify the setup options. This section specifies how to configure the application settings. This step is highly important, as it affects all the bills generated through the application.

## Setting up the System

Setting up the system requires defining several values, including the logging level and the location of the log file. You should also specify the SMTP gateway that is used for sending emails, as well as the sender's email address and the recipients' email addresses. Finally, specify the currency symbol and format, date format, and precision control.

To set up the system, perform the following steps:

1. On the left-hand side menu, click **Setup**.

2. On the **NTP Software Storage Financials™ Setup** dialog box, specify the required settings information, and then click the **Save Settings** button.

The worldwide leader in the real-time control and management of unstructured data

## NTP Software Storage Financials™

**Setup**  
Configure NTP Software Storage Financials™.

### NTP Software Storage Financials™ Setup

Use the options provided here to set up the Storage Financials system, press the save button when you are done with the settings.

**Logging level:**  High  
 Medium  
 Low

**Logging Location:**  Windows Application Event log  
 Log File

**Location of Log File:**

---

**SMTP Gateway:**

**Port:**   This server requires an encrypted connection (SSL)

This server requires authentication

**User Name:**

**Password:**

**From Email Address:**

**Send Bill to:**

---

**Precision Control:**

**Currency Symbol:**

**Currency Format:**

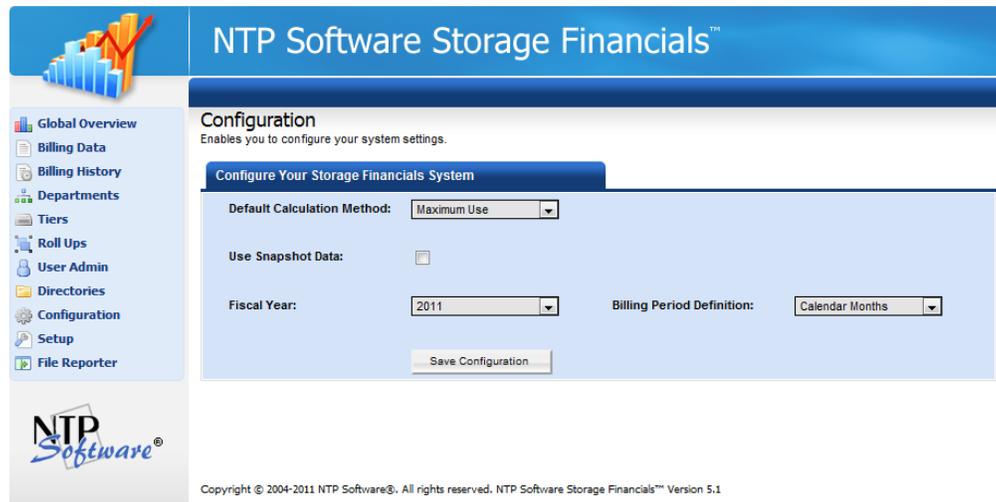
**Date Format:**

## Configuring Billing Options

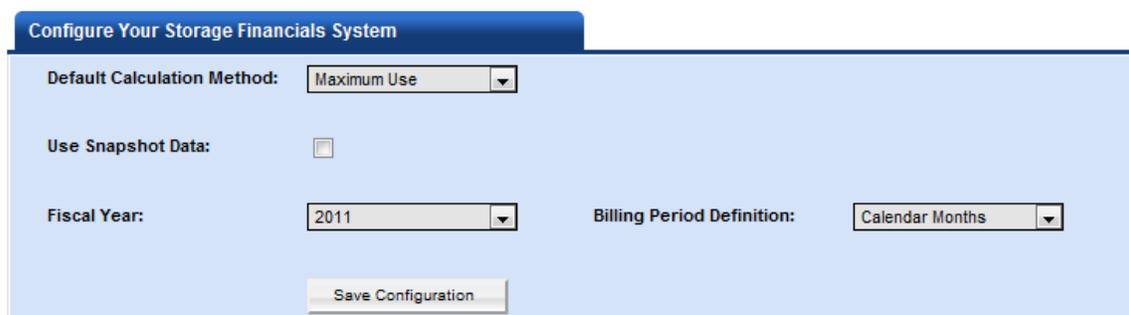
Configuring the system requires defining several options including the calculation method, the fiscal year, and the billing period definition.

To configure the system, perform the following steps:

1. On the left-hand side menu, click **Configuration**.



2. In the **Configure Your Storage Financials System** dialog box, select the default calculation method, the fiscal year, and the billing period definition, then click the **Save Configuration** button.



**NOTES:**

Once a bill is generated, the **Billing Period Definition** setting cannot be changed for the calendar year, to avoid conflicting or corrupt data.

If you select 13 Month Calendar in the **Billing Period Definition** drop-down menu, you need to configure the start date and end date for each individual month. The dates must be consecutive, without skipping a month.

Configure Your Storage Financials System

Default Calculation Method:

Use Snapshot Data:

Fiscal Year:  Billing Period Definition:

Based on your business needs, configure the 13 month calendar in (MM/dd/yy) format.

	Start	End
Month 1	01/01/11	01/31/11
Month 2	<input type="text" value="02/01/11"/>	02/28/11
Month 3	<input type="text" value="03/01/11"/>	03/31/11
Month 4	<input type="text" value="04/01/11"/>	04/30/11
Month 5	<input type="text" value="05/01/11"/>	05/31/11
Month 6	<input type="text" value="06/01/11"/>	06/30/11
Month 7	<input type="text" value="07/01/11"/>	07/31/11
Month 8	<input type="text" value="08/01/11"/>	08/31/11
Month 9	<input type="text" value="09/01/11"/>	09/30/11
Month 10	<input type="text" value="10/01/11"/>	10/31/11
Month 11	<input type="text" value="11/01/11"/>	11/30/11
Month 12	<input type="text" value="12/01/11"/>	12/25/11
Month 13	<input type="text" value="12/26/11"/>	12/31/11

# NTP Software Storage Financials Management

After the configuration and setup of the application, you are now ready to start managing items using NTP Software Storage Financials. Managing the application includes managing the application tiers, departments and their associated users, and directories, as well as the bills.

This section guides you through using the main features of NTP Software Storage Financials. This includes using tiers, creating/importing departments to the application, adding roll ups, assigning departments to roll ups, assigning users to departments, generating bills, and viewing historical billing data. This reflects your entire environment within NTP Software Storage Financials and results in calculating bills accurately and efficiently.

## Managing Tiers

The main advantage behind enabling the use of tiers is to provide administrators with the option to add different storage media with different rates and then to store the data on the storage media that satisfy their needs and their cost limits.

The tier management feature of NTP Software Storage Financials provides administrators with several options, including adding a new tier, editing an existing tier, removing a tier, assigning a server to a tier, and finally removing a previously assigned server.

There is a tier added to the application by default. The Default Tier cannot be removed. In addition, all volumes are initially assigned to the Default Tier.

## Adding a New Tier

Adding tiers helps administrators categorize their storage media and define certain rates for each tier. In this section, we provide the steps of adding a new tier, including accompanying details.

To add a new tier, perform the following steps:

1. On the left-hand side menu, click **Tiers**.

**NTP Software Storage Financials™**

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Add

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	X

1-2 of 2 Record(s) 1 Page(s) Page Size: 5 1 ◀ Previous Next ▶

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2. In the **Manage Tiers** dialog box, specify the necessary values, and then click the **Add** button to add the tier to the existing application tiers collection. The new tier is added to a tabular form outlined below.

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Add

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	X

1-2 of 2 Record(s) 1 Page(s) Page Size: 5 1 ◀ Previous Next ▶

## Editing a Tier

This section enables administrators to modify existing tiers. You can edit the tier name as well as the rate to meet your business needs.

To edit an existing tier, perform the following steps:

1. On the left-hand side menu, click **Tiers**.

**NTP Software Storage Financials™**

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	<a href="#">X</a>

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2. In the **Manage Tier** dialog box, click the **Edit** link next to the tier name you wish to edit.

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	<a href="#">X</a>

1-2 of 2 Record(s) 1 Page(s) Page Size:  1 [Previous](#) [Next](#)

3. Make the changes required and then click the **Update** link to save the changes or click **Cancel** to undo the changes.

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
<input type="text" value="Tier A"/>	<input type="text" value="450.00"/>	<a href="#">Configure</a>	<a href="#">Update</a> <a href="#">Cancel</a>	<span style="color: red;">✕</span>

1-2 of 2 Record(s) 1 Page(s) Page Size:  1 ◀ Previous Next ▶

## Removing a Tier

This section enables administrators to delete certain tiers if these tiers are no longer in use or are currently unnecessary for business needs.

To remove an existing tier, perform the following steps:

1. On the left-hand side menu, click **Tiers**.

**NTP Software Storage Financials™**

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	

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- In the **Manage Tier** dialog box, click **X** next to the tier you wish to remove.

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

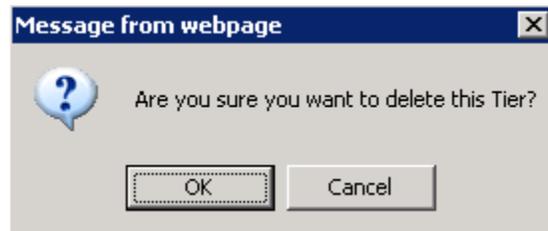
**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	<b>X</b>

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- When the confirmation message is displayed, click **OK** to confirm the selected tier deletion.



## Assigning a Volume to a Tier

This section guides you through the steps of assigning a volume to a tier. You are allowed to assign a volume to only one tier, because each server has a certain normal rate and overdraft rate of the tier with which the server volumes are associated.

To assign a server volume to a tier, perform the following steps:

1. On the left-hand side menu, click **Tiers**.

**NTP Software Storage Financials™**

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	X

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2. In the **Manage Tiers** dialog box, click the **Configure** link next to the tier to which you wish to add volume(s).

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	X

1-2 of 2 Record(s) 1 Page(s) Page Size: 5 1 ◀ Previous Next ▶

- From the servers drop-down menu in the **Assign Volume to <Tier Name> Tier** dialog box, select the server and the volume you wish to assign to the specified tier, then click the **Add** button.

**Assign Volume to Default Tier Tier**

Server:  Volume:

Server Name	Volume Name	Assign Date
sChicago	C	04/15/11
sChicago	D	04/15/11
sChicago	E	04/15/11
sChicago	F	04/15/11
sHouston	C	04/15/11

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**NOTE:** The selected volume is added to a table specifying the volume's name and the date when this volume was assigned to the selected tier.

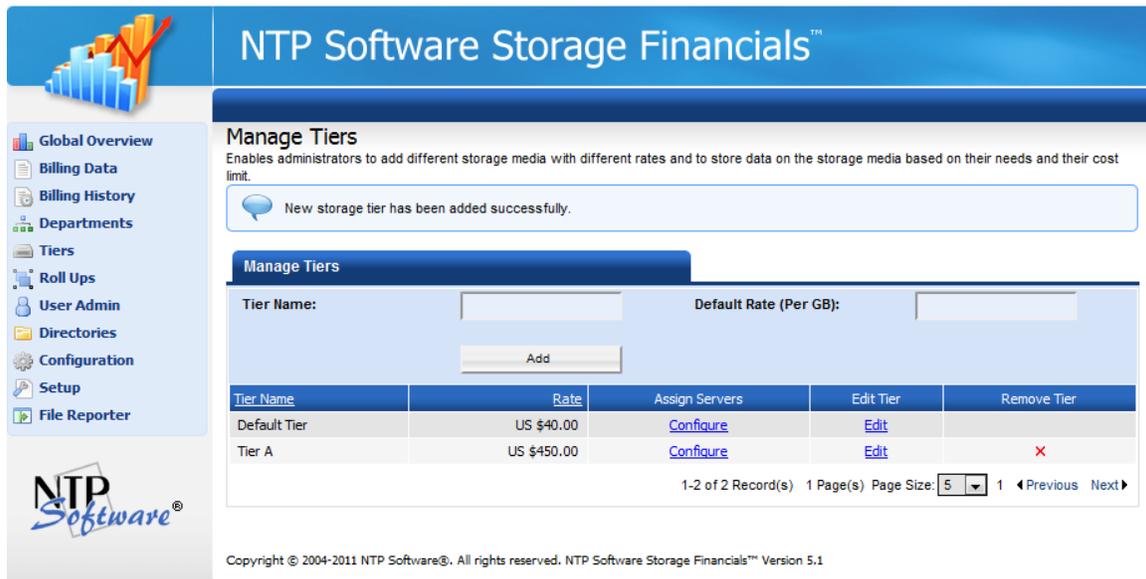
Server Name	Volume Name	Assign Date
sChicago	C	04/15/11
sChicago	D	04/15/11
sChicago	E	04/15/11
sChicago	F	04/15/11
sHouston	C	04/15/11

## Reassigning a Volume Assigned to a Tier

This section guides administrators through the steps of reassigning volumes. You can easily remove a volume previously assigned to a tier if the assignment is no longer necessary or in order to assign the volume to another tier. This accommodates the changing needs of the business.

To reassign volume(s) assigned to a certain tier, perform the following steps:

1. On the left-hand side menu, click **Tiers**.



**NTP Software Storage Financials™**

**Manage Tiers**  
Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	<a href="#">X</a>

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- In the **Manage Tier** dialog box, click the **Configure** link next to the tier from which you wish to un-assign volume(s). The **Assign Volume to <Tier Name>** tabular form is displayed with the volumes assigned currently to the selected tier.

**Manage Tiers**  
 Enables administrators to add different storage media with different rates and to store data on the storage media based on their needs and their cost limit.

New storage tier has been added successfully.

**Manage Tiers**

Tier Name:  Default Rate (Per GB):

Tier Name	Rate	Assign Servers	Edit Tier	Remove Tier
Default Tier	US \$40.00	<a href="#">Configure</a>	<a href="#">Edit</a>	
Tier A	US \$450.00	<a href="#">Configure</a>	<a href="#">Edit</a>	<span style="color: red;">✗</span>

1-2 of 2 Record(s) 1 Page(s) Page Size:  1 [◀ Previous](#) [Next ▶](#)

- In the **Assign Volume to <Tier Name>** dialog box, select the new server and volume that you need to reassign to the selected tier.

**Assign Volume to Tier 1 Tier**

Server:  Volume:

Server Name	Volume Name	Assign Date
sPhiladelphia	C	03/23/11

- Click the **Add** button.

## Managing Departments

To be able to inherit the exact infrastructure of your enterprise, NTP Software Storage Financials deals with enterprises as a group of entities consisting of departments. Each department contains users that consume storage. The departments management feature provides administrators with several options, including importing departmental information, finding departments, and editing departments' information.

### Importing Department Information

This section enables administrators to import all of the departmental information to the application. The departmental information includes the department name and charge code, as well as the user's account name and domain. This reflects the exact enterprise organization within the application.

To import your organization departmental information to the system, perform the following steps:

1. On the left-hand side main menu, click **Departments**. The Departments page is displayed.

The screenshot displays the NTP Software Storage Financials web application interface. The top navigation bar is blue with the text "NTP Software Storage Financials™". On the left, a vertical menu lists various administrative functions: Global Overview, Billing Data, Billing History, Departments (highlighted), Tiers, Roll Ups, User Admin, Directories, Configuration, Setup, and File Reporter. The main content area is titled "Departments" and contains two sections: "Import Departments Information" and "Edit department information".

**Import Departments Information**  
Import departments of your environment to the NTP Software Storage Financials™. The storage consumption is calculated for the imported departments.

Enter the path or click browse to enter the location containing your departments cost center data, then click "import" to import your departments data.

Departmental Data Import File Location:  No file chosen

Note: supports csv files only, each record on a separate line with the following format  
"department name, charge code, username, domain name"

**Edit department information**  
Use the "Search" options to locate the department you would like to edit.

Department:  Charge Code:

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2. In the **Import Departments Information** dialog box, click the **Choose File** button and select a file with the extension .CSV (for comma-separated value).

Import Departments Information

Enter the path or click browse to enter the location containing your departments cost center data, then click "import" to import your departments data.

Departmental Data Import File Location:  No file chosen

Note: supports csv files only, each record on a separate line with the following format "department name, charge code, username, domain name"

3. Click the **Import** button to import the file.

**NOTE:** Department information must be formatted correctly in order to be imported. Following is the correct format (do not include spaces between items):

<department name>,<department charge code>,<username>,<domain>

For example: Sales,2739406,lbond,Domain1

**IMPORTANT:** The NTP Software File Reporter AD DCA can be used to automatically scan your environment/Active Directory to retrieve departmental information. This enables administrators to have departments shown up automatically in the NTP Software Storage Financials system and avoids the need to import department information manually.

Please refer to the documentation on NTP Software File Reporter and NTP Software Data Collection Agent for Active Directory for further information.

## Finding a Department

This section helps administrators easily locate departments based on the search criteria specified. This feature is very useful, since huge enterprises often have a large number of associated departments.

To search for departments in the system, perform the following steps:

1. On the left-hand side main menu, click **Departments**. The Departments page is displayed.

The screenshot displays the NTP Software Storage Financials web application. The top navigation bar is blue with the text "NTP Software Storage Financials™". On the left is a vertical menu with icons and labels: Global Overview, Billing Data, Billing History, Departments (highlighted), Tiers, Roll Ups, User Admin, Directories, Configuration, Setup, and File Reporter. Below the menu is the NTP Software logo. The main content area is titled "Departments" and includes a sub-header "Import Departments Information" with a text box for "Departmental Data Import File Location" and an "Import" button. Below this is an "Edit department information" section with "Department:" and "Charge Code:" labels, input fields, and a "Search" button. A copyright notice at the bottom reads "Copyright © 2004-2011 NTP Software®, All rights reserved. NTP Software Storage Financials™ Version 5.1".

- In the **Edit department information** dialog box, specify the search criteria, and then click the **Search** button. Search results are displayed in a tabular form.

Edit department information

Use the "Search" options to locate the department you would like to edit.

**Department:**

**Charge Code:**

**NOTE:** Clicking the **Search** button with all the search criteria blank displays all the departments present in your entire environment in a table.

	Department	Charge Code	Calculation Method
<a href="#">Configure</a>	Account Management	Ac2901	Maximum Use
<a href="#">Configure</a>	Administrative Services	Ad2902	Maximum Use
<a href="#">Configure</a>	Attorneys	At2903	Maximum Use
<a href="#">Configure</a>	Business Development	Bu2904	Maximum Use
<a href="#">Configure</a>	Business Sales	Bu2905	Maximum Use

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## Editing Department Information

This section enables administrators to edit departmental information easily. In case any of your departmental information is updated, you can simply reflect the updates to the system without having to import all of your departments again.

To edit departments, perform the following steps:

1. On the left-hand side main menu, click **Departments**. The Departments page is displayed.

**Departments**  
Import departments of your environment to the NTP Software Storage Financials™. The storage consumption is calculated for the imported departments.

**Import Departments Information**  
Enter the path or click browse to enter the location containing your departments cost center data, then click "import" to import your departments data.

Departmental Data Import File Location:  No file chosen

Note: supports csv files only, each record on a separate line with the following format  
"department name, charge code, username, domain name"

**Edit department information**  
Use the "Search" options to locate the department you would like to edit.

Department:  Charge Code:

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2. In the **Edit department information** dialog box, search for the department you wish to edit, as explained in the *Finding a Department* section.

**Edit department information**  
Use the "Search" options to locate the department you would like to edit.

Department:  Charge Code:

3. Click the **Configure** link before the department you wish to edit.

	Department	Charge Code	Calculation Method
<a href="#">Configure</a>	Account Management	Ac2901	Maximum Use
<a href="#">Configure</a>	Administrative Services	Ad2902	Maximum Use
<a href="#">Configure</a>	Attorneys	At2903	Maximum Use
<a href="#">Configure</a>	Business Development	Bu2904	Maximum Use
<a href="#">Configure</a>	Business Sales	Bu2905	Maximum Use

1-5 of 25 Record(s) 5 Page(s) Page Size:  1 2 3 4 5 ◀ Previous Next ▶

4. In the **Edit (Account Management) department** information dialog box, you can edit the department's charge code, rate, or calculation method. Click the **Save** button.

**Edit (Account Management) department**

Modify the required department fields then click the Save Button to save your modifications.

**Charge Code:**

**Rate: US \$**

**Calculation Method:**  ▼

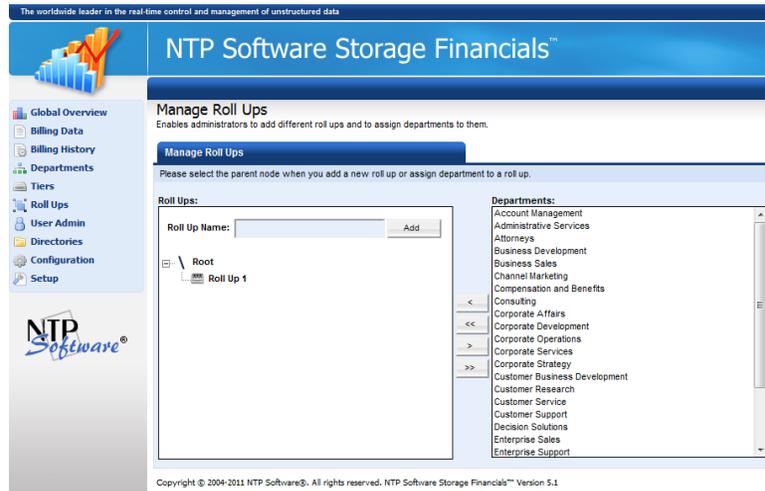
## Managing Roll Ups

The use of roll ups enables administrators to build a hierarchal structure of billing for the organization departments. This feature provides administrators with several options, including adding a new roll up, deleting an existing roll up, and assigning a department to a roll up.

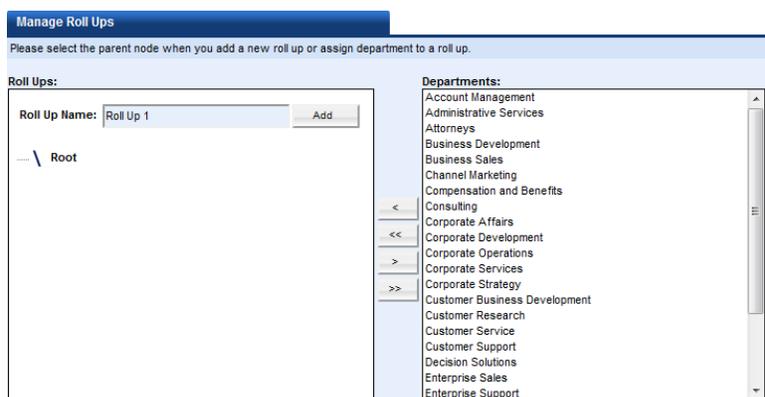
### Adding a New Roll Up

To add a new roll up to the system, perform the following steps:

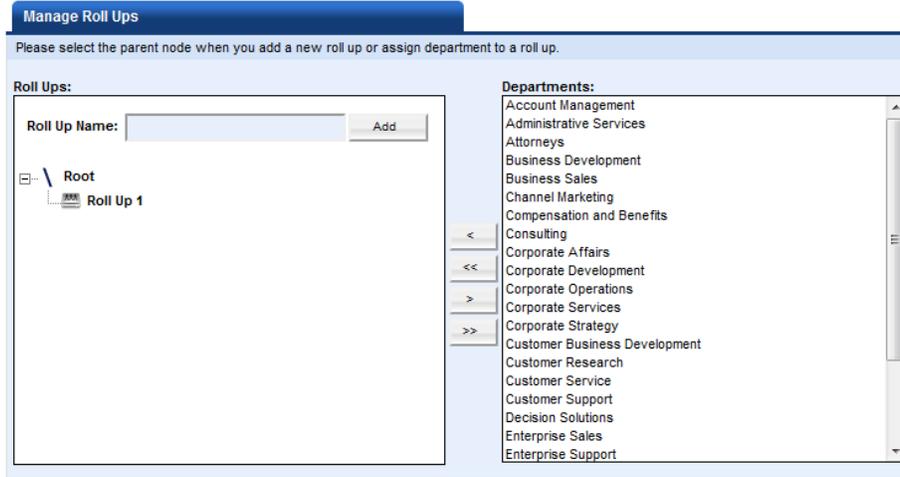
1. On the left-hand side main menu, click **Roll Ups**.



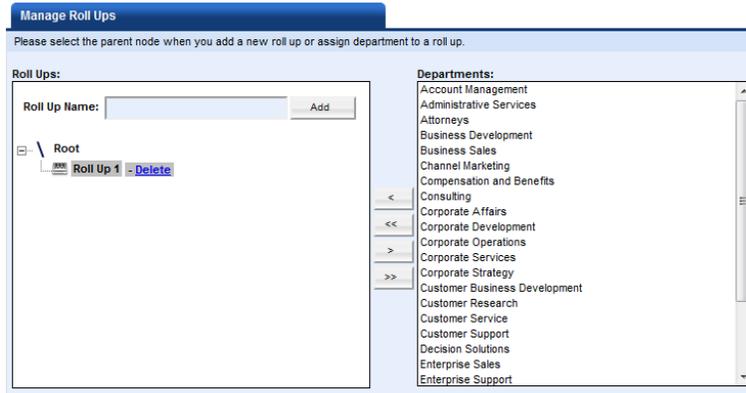
2. In the **Manage Roll Ups** dialog box, enter the roll up name and then click the **Add** button.



3. The newly added roll up appears under the **Root** list.



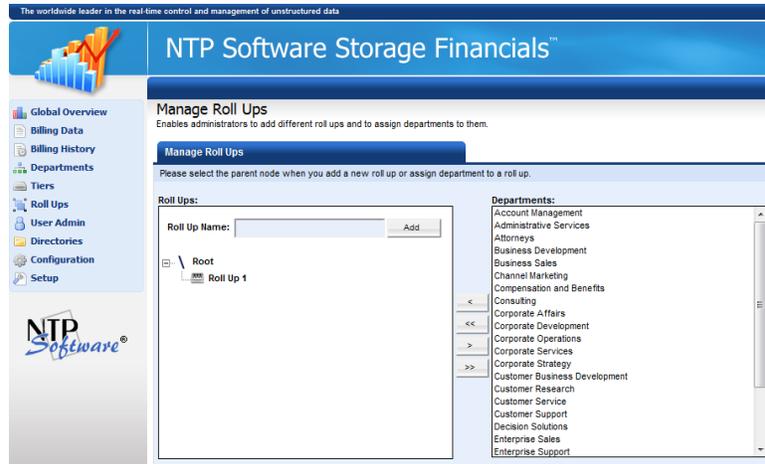
**NOTE:** To delete a roll up, click the roll up name you want to remove and then click the **Delete** link next to it.



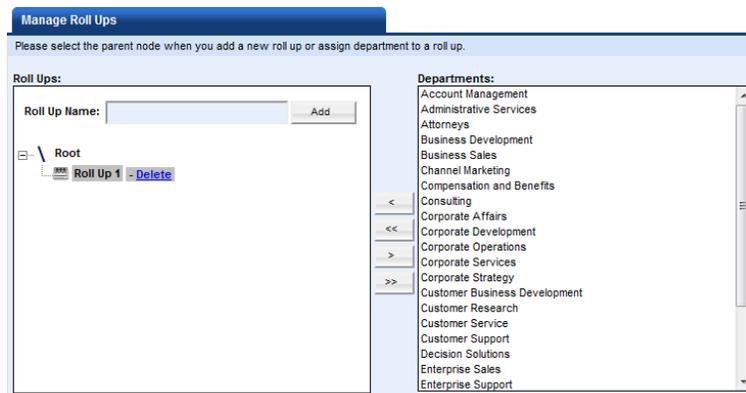
## Assigning a Department to a Roll Up

To assign one department or more to a roll up, perform the following steps:

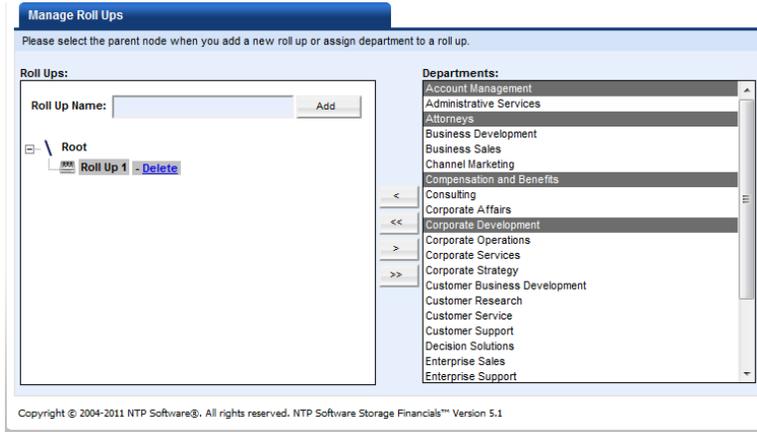
1. On the left-hand side main menu, click **Roll Ups**.



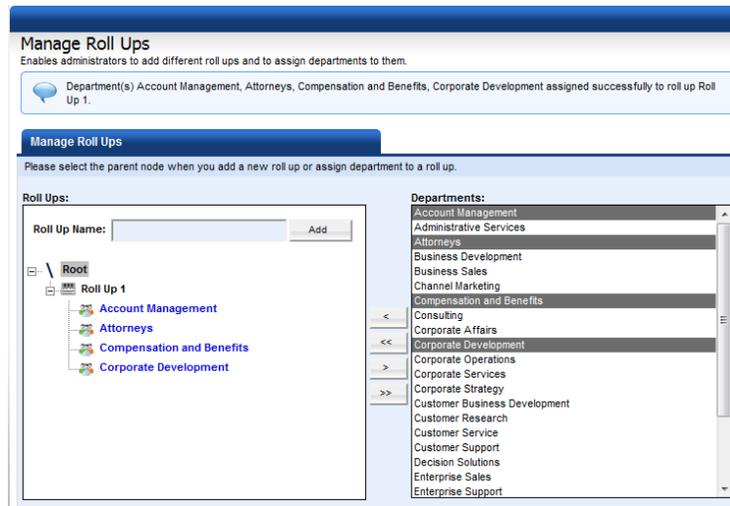
2. In the **Manage Roll Ups** dialog box, click the roll up to which you want to assign a department or multiple departments.



- From the Departments list, select a department or departments that you want to assign to a selected roll up.



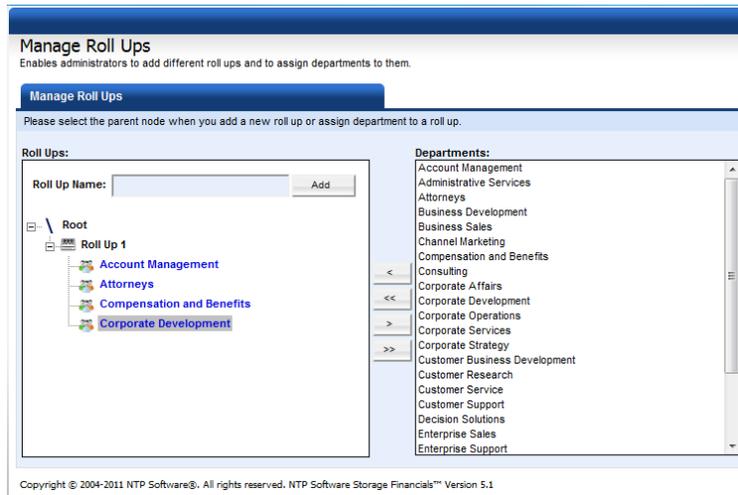
- Click  to have the selected department(s) moved under the selected roll up.



**NOTES:**

To have all the departments moved to the selected roll up, click 

To remove one department or more from the roll up, select the department(s) and then click 



To have all the departments removed from the selected roll up, click 

## Managing Users

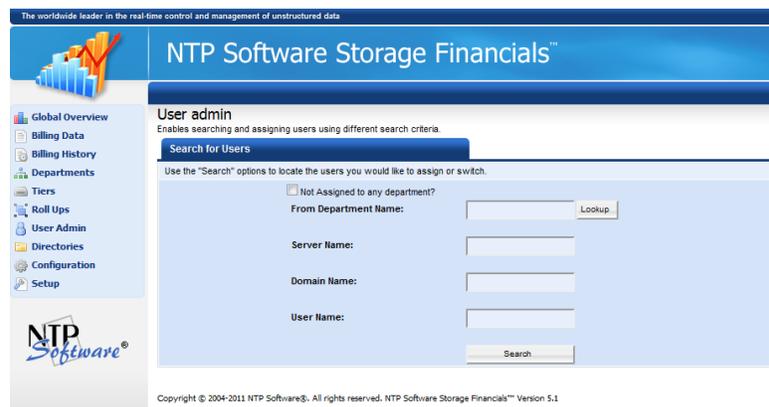
This feature provides administrators with several options including finding users, assigning users to departments, and switching users between departments.

### Finding a User

This section enables administrators to find users easily. As large enterprises comprise large numbers of users, this feature enables administrators to locate users based on the search criteria they specify.

To find a certain user, perform the following steps:

1. On the left-hand side main menu, click **User Admin**. The User Admin page is displayed.



- In the **Search for Users** dialog box, add the required information.

**NOTES:**

To locate all the users that are not assigned to departments select the **Not assigned to any department** checkbox.

If you click the **Search** button with all the boxes blank, this displays all the users within your environment.

- Click the **Search** button to search for the user(s) based on the specified criteria. Results are then displayed.

Select	Server name	Domain name	User name	Department name
<input type="checkbox"/>	sChicago	NorthAmerica	Acacia	Financial Analysis
<input type="checkbox"/>	cOttawa	NorthAmerica	Achilles	Corporate Operations
<input type="checkbox"/>	sChicago	NorthAmerica	Adalia	Enterprise Support
<input type="checkbox"/>	sPhiladelphia	NorthAmerica	Adele	Customer Business Development
<input type="checkbox"/>	cBoston	NorthAmerica	Adelle	Consulting
<input type="checkbox"/>	cWashington	NorthAmerica	Adeline	Financial Analysis
<input type="checkbox"/>	sHouston	NorthAmerica	Adelphos	Corporate Operations
<input type="checkbox"/>	cOttawa	NorthAmerica	Ademia	Customer Research
<input type="checkbox"/>	cBoston	NorthAmerica	Adler	Channel Marketing
<input type="checkbox"/>	cWashington	NorthAmerica	Adonica	Customer Support

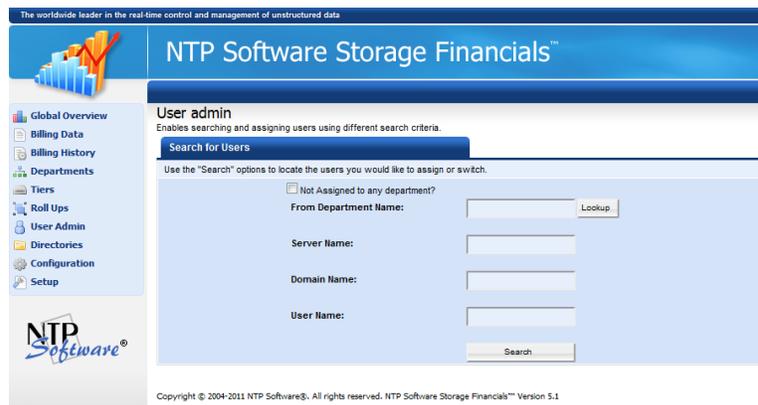
Select All      1-10 of 1744 Record(s)    175 Page(s)    Page Size: 10    1 2 3 4 5 6 7 8 9    ◀ Previous    Next ▶

## Assigning Users to a Department

This section enables administrators to assign users to departments. If you are using NTP Software File Reporter®, you may face the situation in which certain users are present in the NTP Software File Reporter application but are not assigned to departments. Using this feature, you can easily assign those users to departments.

To assign user(s) to a specific department, perform the following steps:

1. On the left-hand side menu, click **User Admin**. The User Admin page is displayed.



2. In the **Search for Users** dialog box, select the **Not Assigned to any department?** checkbox and then click the **Search** button.



3. In the **Assign Users** dialog box specify the department to which you are moving users in the **To department name** box.

**Assign Users**

Select users to assign or re-assign and click "Move" button.

To department name:

Select	Server name	Domain name	User name	Department name
<input checked="" type="checkbox"/>	sChicago	NorthAmerica	Acacia	Financial Analysis
<input checked="" type="checkbox"/>	cOttawa	NorthAmerica	Achilles	Corporate Operations
<input checked="" type="checkbox"/>	sChicago	NorthAmerica	Adala	Enterprise Support
<input type="checkbox"/>	sPhiladelphia	NorthAmerica	Adele	Customer Business Development
<input type="checkbox"/>	cBoston	NorthAmerica	Adelle	Consulting
<input type="checkbox"/>	cWashington	NorthAmerica	Adeline	Financial Analysis
<input type="checkbox"/>	sHouston	NorthAmerica	Adelphos	Corporate Operations
<input type="checkbox"/>	cOttawa	NorthAmerica	Ademia	Customer Research
<input type="checkbox"/>	cBoston	NorthAmerica	Adler	Channel Marketing
<input type="checkbox"/>	cWashington	NorthAmerica	Adonica	Customer Support

Select All 1-10 of 1744 Record(s) 175 Page(s) Page Size:  123456789 ◀ Previous Next ▶

4. Select the users you wish to assign using the **Select** checkbox.

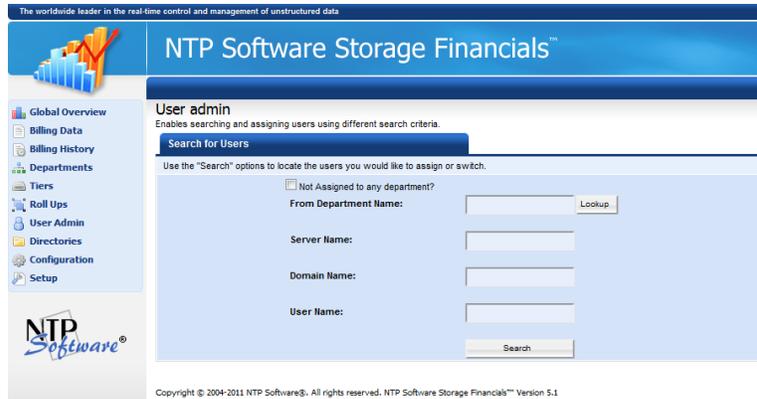
**NOTE:** To select all the displayed users select the **Select All** checkbox.

5. Click the **Move selected users** button to assign the selected users to the specified department.

## Reassigning Users to a Department

Administrators often face the situation in which users change or switch departments. NTP Software Storage Financials enables you to reassign users to departments easily.

- A. **To reassign/switch certain user(s) to an already existing department, perform the following steps:**
1. On the left-hand side menu, click **User Admin**. The User Admin page is displayed.



The screenshot shows the 'User admin' interface. At the top, there's a navigation menu with options like 'Global Overview', 'Billing Data', 'Departments', 'Tiers', 'Roll Ups', 'User Admin', 'Directories', 'Configuration', and 'Setup'. The 'User Admin' section is active, displaying a 'Search for Users' dialog box. The dialog box has a checkbox for 'Not Assigned to any department?' and four input fields: 'From Department Name', 'Server Name', 'Domain Name', and 'User Name'. A 'Search' button is located at the bottom right of the dialog box. The NTP Software logo is visible in the bottom left corner of the page.

2. Use the **Search for Users** dialog box to find the needed users.
3. In the **Assign Users** dialog box, specify the department name you wish to assign users to in the **To department name** box.



The screenshot shows the 'Assign Users' dialog box. It has a title bar 'Assign Users' and a subtitle 'Select users to assign or re-assign and click "Move" button.' Below the subtitle, there is a 'To department name:' label followed by an input field and a 'Lookup' button. At the bottom of the dialog, there is a 'Move selected users' button.

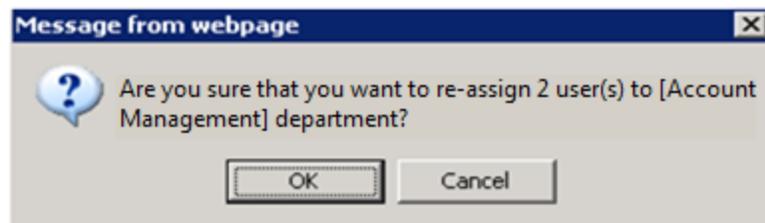
4. Select the users you wish to re-assign using the **Select** checkbox.

Select	Server_name	Domain_name	User_name	Department_name
<input checked="" type="checkbox"/>	sChicago	NorthAmerica	Acacia	Financial Analysis
<input checked="" type="checkbox"/>	cOttawa	NorthAmerica	Achilles	Corporate Operations
<input checked="" type="checkbox"/>	sChicago	NorthAmerica	Adalia	Enterprise Support
<input type="checkbox"/>	sPhiladelphia	NorthAmerica	Adele	Customer Business Development
<input type="checkbox"/>	cBoston	NorthAmerica	Adele	Consulting
<input type="checkbox"/>	cWashington	NorthAmerica	Adeline	Financial Analysis
<input type="checkbox"/>	sHouston	NorthAmerica	Adelphos	Corporate Operations
<input type="checkbox"/>	cOttawa	NorthAmerica	Ademia	Customer Research
<input type="checkbox"/>	cBoston	NorthAmerica	Adler	Channel Marketing
<input type="checkbox"/>	cWashington	NorthAmerica	Adonica	Customer Support

5. Click the **Move selected users** button to re-assign the selected users to the specified department.

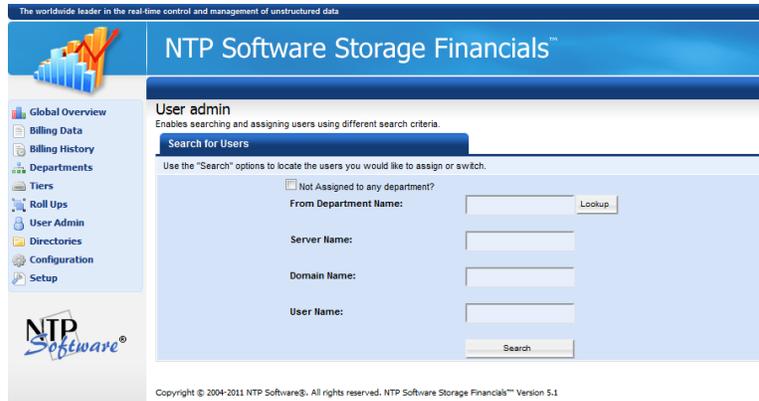
**NOTE:** To select all the displayed users check the **Select All** checkbox.

6. A confirmation message is displayed specifying the number of users that have been successfully moved to the specified department.

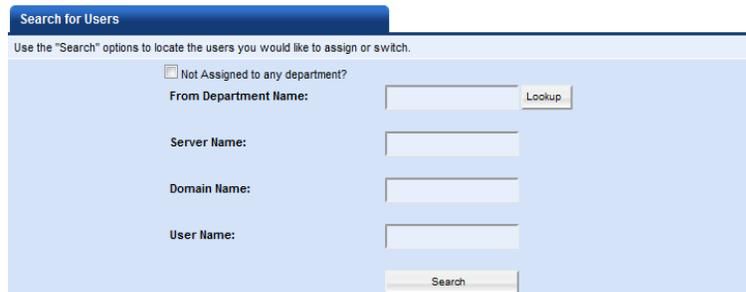


B. To reassign/switch certain user(s) to a new department, perform the following steps:

1. On the left-hand side menu, click **User Admin**. The User Admin page is displayed.



2. In the **Search for Users** dialog box, clear the **Not Assigned to any department?** check box and then click the **Search** button. A list of all users assigned to departments appears.



3. In the **Assign Users** dialog box, click the checkbox before the user(s) you want to move from their departments to a new one.

The screenshot shows the 'Assign Users' dialog box. At the top, it says 'Select users to assign or re-assign and click "Move" button.' Below this is a 'To department name:' field with a 'Lookup' button. A 'Move selected users' button is also present. Below the buttons is a table with the following data:

Select	Server name	Domain name	User name	Department name
<input checked="" type="checkbox"/>	sChicago	NorthAmerica	Acadia	Financial Analysis
<input checked="" type="checkbox"/>	cOttawa	NorthAmerica	Achilles	Corporate Operations
<input checked="" type="checkbox"/>	sChicago	NorthAmerica	Adala	Enterprise Support
<input type="checkbox"/>	sPhiladelphia	NorthAmerica	Adele	Customer Business Development

4. Enter the name of the new department to which you wish to move/reassign users in the **To department name** box and then click **Move selected users**.

This screenshot is identical to the previous one, showing the 'Assign Users' dialog box with the 'To department name:' field empty.

5. When you are prompted to reassign the selected user(s) to the specified new department, click **OK**.

The screenshot shows a 'Message from webpage' dialog box with a question mark icon. The text inside reads: 'Are you sure that you want to re-assign 2 user(s) to [NEW] department?'. There are 'OK' and 'Cancel' buttons at the bottom.

6. When you are prompted to create the specified department as a new department, click **OK**.

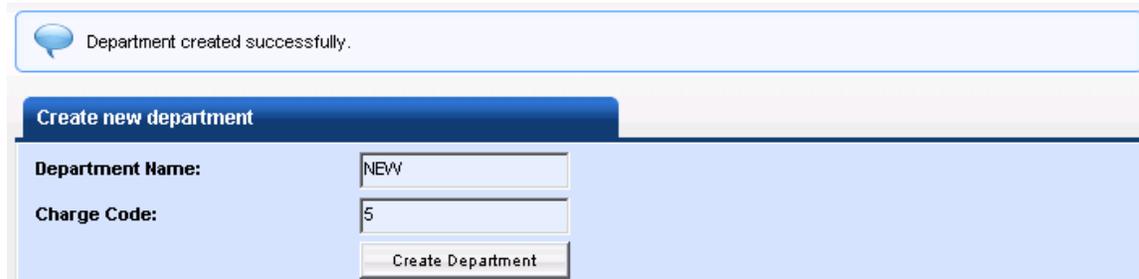
The screenshot shows a 'Message from webpage' dialog box with a question mark icon. The text inside reads: 'Do you want to create NEW as a new department?'. There are 'OK' and 'Cancel' buttons at the bottom.

7. In the **Create new department** dialog box, enter a charge code for the new department and then click **Create Department**.



The screenshot shows a dialog box titled "Create new department". It has two input fields: "Department Name" with the text "NEW" and "Charge Code" with the text "5". Below these fields is a button labeled "Create Department".

**NOTE:** A message informing you that the new department has been created successfully pops up above the **Create new department** dialog box.



The screenshot shows a confirmation message "Department created successfully." displayed above the "Create new department" dialog box. The dialog box fields are the same as in the previous screenshot.

8. On the **Assign Users** dialog box, click **Move Selected Users** and then click **OK** to confirm that you want to reassign the selected user(s) to the new department.

**NOTE:** A confirmation message is displayed specifying the number of users that were successfully moved to the specified department.

## Managing Directories

Directories are folders used for grouping users' files. You can assign a directory/directories to a certain department that will be charged for storage used in all assigned directories.

Use the managing directories feature of NTP Software Storage Financials to configure the directories assigned to individual departments. This includes assigning new directories, editing existing directories, and removing undesired directories.

**NOTE:** If a directory is assigned to two departments, it gets automatically assigned to the new department and unassigned from the old one.

## Assigning a New Directory

In today's business environment, some departments need to have assigned folder(s) to store data related to departments. NTP Software Storage Financials enables administrators to assign directories to departments.

**NOTE:** Each department is charged for all of its assigned directories regardless of the users consuming the directories' storage.

To assign a new directory to a department, perform the following steps:

1. On the left-hand side menu, click **Directories**. The Directories page is displayed.

The screenshot displays the NTP Software Storage Financials web application. The top navigation bar is blue with the title "NTP Software Storage Financials™". On the left, a vertical menu lists various system functions: Global Overview, Billing Data, Billing History, Departments, Tiers, Roll Ups, User Admin, Directories (highlighted), Configuration, Setup, and File Reporter. The main content area is titled "Directories" and includes a sub-section "Departments and Directories". Below this, there is a search interface with two input fields labeled "Department:" and "Charge Code:", and a "Search" button. A descriptive text above the search fields states: "Use the search options provided to locate the department(s) you wish to view and its accompanying directories, or to assign new directories." The footer of the application page contains the copyright notice: "Copyright © 2004-2011 NTP Software®. All rights reserved. NTP Software Storage Financials™ Version 5.1".

- In the **Departments and Directories** dialog box, specify the desired search criteria or leave all the boxes blank if you want to return information about all directories. Click **Search**.

**Departments and Directories**

Use the search options provided to locate the department(s) you wish to view and its accompanying directories, or to assign new directories.

Department:  Charge Code:

- In the search results, click the **Configure Directories** link next to the desired department.

Department	Charge Code	Calculation Method	
Account Management	Ac2901	Maximum Use	<a href="#">Configure Directories</a>
Administrative Services	Ad2902	Maximum Use	<a href="#">Configure Directories</a>
Attorneys	At2903	Maximum Use	<a href="#">Configure Directories</a>
Business Development	Bu2904	Maximum Use	<a href="#">Configure Directories</a>
Business Sales	Bu2905	Maximum Use	<a href="#">Configure Directories</a>

1-5 of 25 Record(s) 5 Page(s) Page Size:  [1](#) [2](#) [3](#) [4](#) [5](#) ◀ Previous Next ▶

- Select the server and volume and enter the directory path you want to assign to the selected department. Click the **Add** button.

**View, modify directories assigned to (Account Management) department**

Use the options provided here to assign directories to departments.

**Assign new Directory:**

Server name:

Volume name:

Directory path:

Search for a directory:

**Assigned directories:**

Remove	Server Name	Directory Name	Creation Date
<input type="button" value="X"/>	sChicago	C\	05/27/09

## Removing a Directory

This section enables administrators to un-assign directory/directories from a certain department. This flexibly allows administrators to remove un-used folders to cope with the business needs.

To remove an existing directory, perform the following steps:

1. On the left-hand side menu, click **Directories**. The Directories page is displayed.

**NTP Software Storage Financials™**

**Directories**  
Enables setting certain directories to be used by certain departments independent of the users, the cost of the storage consumed is added to the departmental bill.

**Departments and Directories**  
Use the search options provided to locate the department(s) you wish to view and its accompanying directories, or to assign new directories.

Department:  Charge Code:

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2. In the **Departments and Directories** dialog box, search for the department where the directory you wish to remove exists.

**Departments and Directories**

Use the search options provided to locate the department(s) you wish to view and its accompanying directories, or to assign new directories.

Department:  Charge Code:

3. Click the **Configure Directories** link next to the department name.

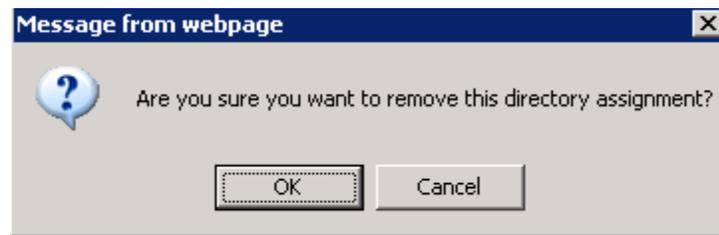
Department	Charge Code	Calculation Method	
Account Management	Ac2901	Maximum Use	<a href="#">Configure Directories</a>
Administrative Services	Ad2902	Maximum Use	<a href="#">Configure Directories</a>
Attorneys	At2903	Maximum Use	<a href="#">Configure Directories</a>
Business Development	Bu2904	Maximum Use	<a href="#">Configure Directories</a>
Business Sales	Bu2905	Maximum Use	<a href="#">Configure Directories</a>

1-5 of 25 Record(s) 5 Page(s) Page Size: 5 1 2 3 4 5 ◀ Previous Next ▶

4. In the **Assigned Directories** table, click **X** before the directory you wish to remove from the application.

Assigned directories:			
Remove	Server Name	Directory Name	Creation Date
X	sChicago	C\	05/27/09

5. When the confirmation message is displayed, click **OK** to confirm deletion.



**NOTE:** A confirmation message is displayed specifying the number of deleted directories.



## Managing Bills

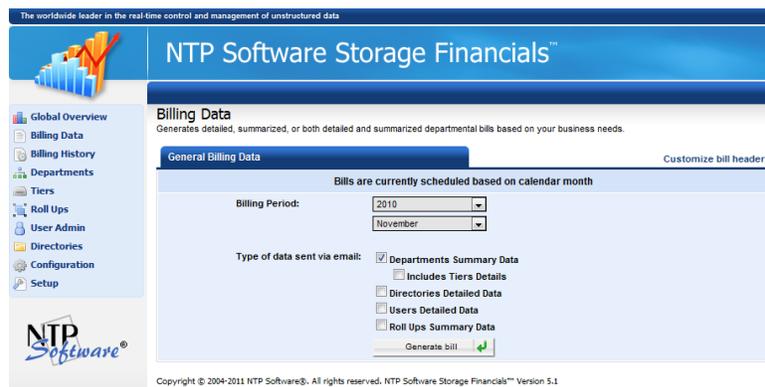
After system configuration, setup, and management, it is time to start generating and retrieving bills.

### Generating a Bill

Generating a bill is the main benefit of NTP Software Storage Financials. In this section, we describe how to specify the billing period and the type(s) of report(s) you wish to generate. All of NTP Software Storage Financials reports are customizable with respect to your business needs. NTP Software Storage Financials generates the bills for the specified billing period based on the users' storage consumption.

To generate a bill, perform the following steps:

1. On the left-hand side menu, click **Billing Data**. The Billing Data page is displayed.



**NOTE:** Use the Customize bill headers option to choose the headers that are to be displayed on the bill.

2. In the **General Billing Data** dialog box, specify the period for which the bill should be generated, using the drop-down lists to select the desired year and month.

3. Select the types of data needed to be included in the bill and then click the **Generate bill** button.

General Billing Data Customize bill headers

Bills are currently scheduled based on calendar month

Billing Period: 2010  
November

Type of data sent via email:

- Departments Summary Data
- Includes Tiers Details
- Directories Detailed Data
- Users Detailed Data
- Roll Ups Summary Data

Generate bill 

4. A report of the generated bills is displayed.

**Confirming and Sending Bills**

Please ensure you are satisfied with the generated bills before pressing the Confirm and Send Bills button.

 25 departmental summary tiers bills were generated for a billing period starting 12/01/10 and ending 12/31/10 at a total of US \$8,398.52 in charges.

**NOTE:** If a bill has already been generated for a certain month, the drop-down list displays the month name and the text "*Billing Completed.*" This feature allows administrators to re-send the bill.

- In the **Generate and confirm new bills** dialog box, enter the criteria by which you want to find the bills you want to send.

Generate and confirm new bills ....

[Confirm and Send Bills](#)

**Search For Bills**

**Department Name:**

**Bill Amounts (greater than or equal to):**

**Bill Amounts (less than or equal to):**

[Search](#)

**NOTE:** The user must click the **Confirm and Send Bills** button on the above screen to generate and send the bills initially.

- In the search results, click the **Send** button next to the bill you want to send to the predefined recipients.

Department Name	Billing Period	Charges	Charge Code	Storage Used(GB)	Status	Send Bill
<a href="#">Account Management</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Ac2901	0.00	✓	<a href="#">Send</a>
<a href="#">Administrative Services</a>	11/01/10(November) : 11/30/10(November)	US \$8,381.96	Ad2902	209.55	✓	<a href="#">Send</a>
<a href="#">Attorneys</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	At2903	0.00	✓	<a href="#">Send</a>
<a href="#">Business Development</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Bu2904	0.00	✓	<a href="#">Send</a>
<a href="#">Business Sales</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Bu2905	0.00	✓	<a href="#">Send</a>
<a href="#">Channel Marketing</a>	11/01/10(November) : 11/30/10(November)	US \$5.91	Ch2906	0.15	✓	<a href="#">Send</a>
<a href="#">Compensation and Benefits</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2907	0.00	✓	<a href="#">Send</a>
<a href="#">Consulting</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2908	0.00	✓	<a href="#">Send</a>
<a href="#">Corporate Development</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2909	0.00	✓	<a href="#">Send</a>
<a href="#">Corporate Operations</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2910	0.00	✓	<a href="#">Send</a>

1-10 of 25 Record(s) 3 Page(s) Page Size:  [1 2 3](#) [◀ Previous](#) [Next ▶](#)

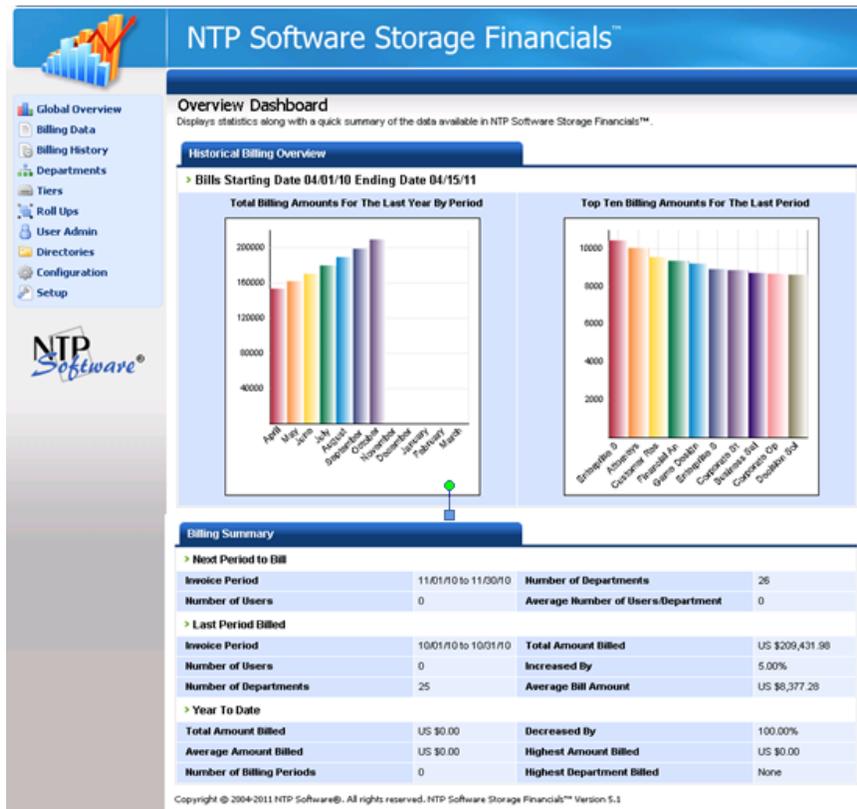
# Billing Data

NTP Software Storage Financials enables administrators to quickly grasp useful information through graphical charts.

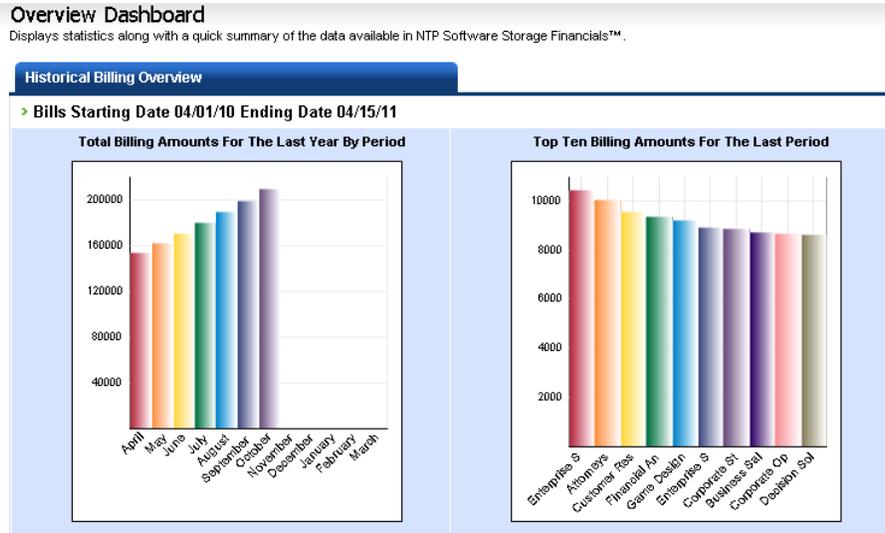
## Viewing Historical Billing Overview

To view a graphical representation of the historical bills, perform the following steps:

1. On the left-hand side main menu, click **Global Overview**, The **Overview Dashboard** page is displayed.



- The **Historical Billing Overview** shows two graphs. The first represents the total billing amounts by period for the preceding year. The second graph displays the top 10 billing amounts for the previous period.



## Viewing Billing Summary

NTP Software Storage Financials displays summarized data that helps administrators grasp important facts about the storage consumption of their entire environment.

To view a summary of statistics supporting the historical graphs, perform the following steps:

1. On the left-hand side main menu, click **Global Overview**. The **Overview Dashboard** page is displayed.

**NTP Software Storage Financials™**

**Overview Dashboard**  
Displays statistics along with a quick summary of the data available in NTP Software Storage Financials™.

**Historical Billing Overview**

> Bills Starting Date 04/01/10 Ending Date 04/15/11

**Total Billing Amounts For The Last Year By Period**

Month	Billing Amount
April	14000
May	15000
June	16000
July	17000
August	18000
September	19000
October	20000
November	21000
December	22000
January	23000
February	24000
March	25000

**Top Ten Billing Amounts For The Last Period**

Department	Billing Amount
Education & Academic	10000
Customer Res.	9500
Financial Sv.	9000
Graphic Design	8500
Engineering	8000
Corporate Sv.	7500
Business Sv.	7000
Corporate Op.	6500
Support Sv.	6000
Operations	5500

**Billing Summary**

> Next Period to Bill

Invoice Period	11/01/10 to 11/00/10	Number of Departments	26
Number of Users	0	Average Number of Users:Department	0

> Last Period Billed

Invoice Period	10/01/10 to 10/01/10	Total Amount Billed	US \$209,431.98
Number of Users	0	Increased By	5.00%
Number of Departments	25	Average Bill Amount	US \$8,377.28

> Year To Date

Total Amount Billed	US \$0.00	Decreased By	100.00%
Average Amount Billed	US \$0.00	Highest Amount Billed	US \$0.00
Number of Billing Periods	0	Highest Department Billed	None

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- In the **Billing Summary** section, read the billing summary details highlighting important information at a glance.

Billing Summary			
> Next Period to Bill			
Invoice Period	11/01/10 to 11/30/10	Number of Departments	26
Number of Users	0	Average Number of Users/Department	0
> Last Period Billed			
Invoice Period	10/01/10 to 10/31/10	Total Amount Billed	US \$209,431.98
Number of Users	0	Increased By	5.00%
Number of Departments	25	Average Bill Amount	US \$8,377.28
> Year To Date			
Total Amount Billed	US \$0.00	Decreased By	100.00%
Average Amount Billed	US \$0.00	Highest Amount Billed	US \$0.00
Number of Billing Periods	0	Highest Department Billed	None

**NOTE:** The follow is the billing summary description:

**Next Period to Bill.** Includes the duration period of the invoice and the total number of departments in the current environment, along with their total number of users and the average number of users per department.

**Last Period Billed.** Includes the duration period of the last invoice, the total amount paid in currency, and the rate of increase in the bill. Also included are the average bill amount, the total number of users, and the number of departments on which you are reporting.

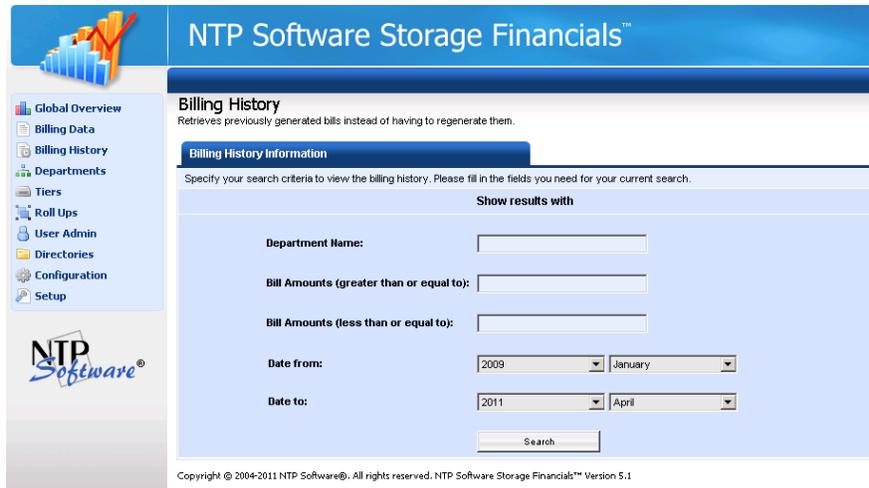
**Year to Date.** This section displays the amount paid for the period starting from January of the current year to the current date, calculated from the previous consumption rate. Information includes the total and average bill amounts, the number of bills paid, the change in percentage between the total amount billed in the current year to date and the previous year to date, the amount of the highest bill, and the name of the department with the highest bill paid.

## Viewing Previously Generated Bills

This feature enables administrators retrieve previously generated bills.

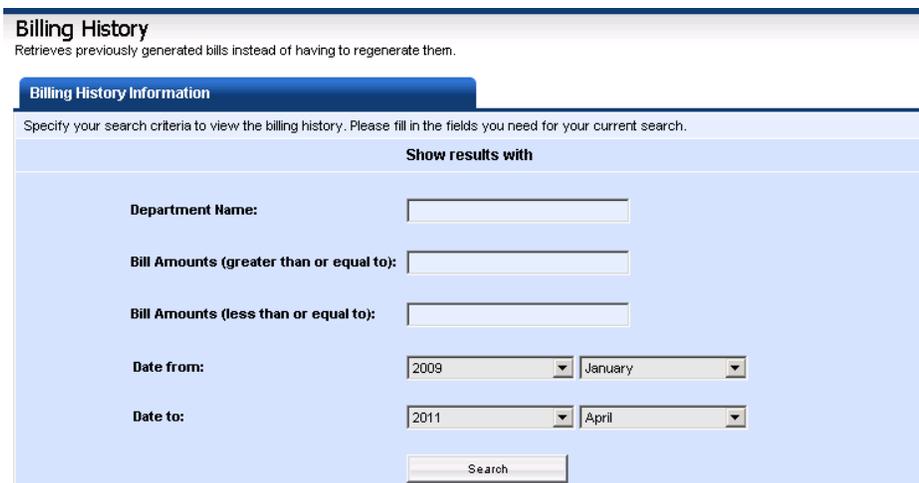
To view previously generated bills, perform the following steps:

1. On the left-hand side main menu, click **Billing History**. The **Billing History** page is displayed.



The screenshot shows the 'Billing History' page in the NTP Software Storage Financials application. The page has a blue header with the application name. On the left is a navigation menu with items like 'Global Overview', 'Billing Data', 'Billing History', 'Departments', 'Tiers', 'Roll Ups', 'User Admin', 'Directories', 'Configuration', and 'Setup'. The main content area is titled 'Billing History' and includes a sub-section 'Billing History Information'. Below this, there is a search form with the following fields: 'Department Name' (text input), 'Bill Amounts (greater than or equal to):' (text input), 'Bill Amounts (less than or equal to):' (text input), 'Date from:' (year and month dropdowns), and 'Date to:' (year and month dropdowns). A 'Search' button is at the bottom of the form. A copyright notice at the bottom reads: 'Copyright © 2004-2011 NTP Software®. All rights reserved. NTP Software Storage Financials™ Version 5.1'.

2. In the **Billing History Information** dialog box, specify the search criteria, including the department name and/or the range of the billed amounts. You can also specify the date in month and year format by selecting the required date from the displayed list.



This is a close-up view of the 'Billing History Information' search form. It contains the same search criteria as the previous screenshot: 'Department Name' (text input), 'Bill Amounts (greater than or equal to):' (text input), 'Bill Amounts (less than or equal to):' (text input), 'Date from:' (year and month dropdowns), and 'Date to:' (year and month dropdowns). A 'Search' button is located at the bottom of the form.

3. The search results are displayed in a table, including the department name, billing period, and storage specifics used to calculate the bill. The table can be sorted by department name, billing period, billing amount, or status.

Department Name	Billing Period	Charges	Charge Code	Storage Used(GB)	Status	Send Bill
<a href="#">Account Management</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Ac2901	0.00	✓	<a href="#">Send</a>
<a href="#">Administrative Services</a>	11/01/10(November) : 11/30/10(November)	US \$8,381.96	Ad2902	209.55	✓	<a href="#">Send</a>
<a href="#">Attorneys</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	At2903	0.00	✓	<a href="#">Send</a>
<a href="#">Business Development</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Bu2904	0.00	✓	<a href="#">Send</a>
<a href="#">Business Sales</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Bu2905	0.00	✓	<a href="#">Send</a>
<a href="#">Channel Marketing</a>	11/01/10(November) : 11/30/10(November)	US \$5.91	Ch2906	0.15	✓	<a href="#">Send</a>
<a href="#">Compensation and Benefits</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2907	0.00	✓	<a href="#">Send</a>
<a href="#">Consulting</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2908	0.00	✓	<a href="#">Send</a>
<a href="#">Corporate Development</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2909	0.00	✓	<a href="#">Send</a>
<a href="#">Corporate Operations</a>	11/01/10(November) : 11/30/10(November)	US \$0.00	Co2910	0.00	✓	<a href="#">Send</a>

1-10 of 25 Record(s) 3 Page(s) Page Size:  1 2 3 ◀ Previous Next ▶

**NOTES:**

Symbols in the status column indicate the condition of the generated bill as follows:

Status Symbol	Indication
✓	Indicates that the bill was generated with no errors.
⚠	Indicates that the bill had issues such as an empty department.
✗	Indicates that the bill had errors such as a corrupt directory assigned to a department.

- Click the **Send** button next to a bill to have such a bill sent to the specified recipients.

**NOTES:**

To view detailed information about department consumption, click the department name link. Three views are available on the departmental consumption with respect to:

- Departmental Tiers Bill

**Department Bills**

Displays details concerning the users storage consumption for the chosen department and details about department's assigned directories storage consumption and charged cost.

Departmental Users Bill: No results found.

Departmental Tiers Bill
Departmental Users Bill
Departmental Directories Bill

Back
Send Department Bill

**Tiers details:**

Start Date	End Date	Department	Charge Code	Storage Used(GB)	Tier Name	Charges(US \$)
11/01/10	11/30/10	Administrative Services	Ad2902	209.55	Default Tier	US \$8,381.96

1-1 of 1 Record(s) 1 Page(s) Page Size: 10 1 [Previous](#) [Next](#)

**Department Total Charges: US \$8,381.96**

- Departmental Users Bill

**Department Bills**

Displays details concerning the users storage consumption for the chosen department and details about department's assigned directories storage consumption and charged cost.

Departmental Users Bill: No results found.

Departmental Tiers Bill
Departmental Users Bill
Departmental Directories Bill

Back

**Users details:**

Start Date	End Date	Department	Charge Code	User Name	Storage Used(GB)	Charges(US \$)
10/01/09	10/31/09	Account Management	Ac1	Alyn	1.37	US \$54.64
10/01/09	10/31/09	Account Management	Ac1	Andrew	1.61	US \$64.39
10/01/09	10/31/09	Account Management	Ac1	Andria	1.67	US \$66.86
10/01/09	10/31/09	Account Management	Ac1	Anieli	1.83	US \$73.02
10/01/09	10/31/09	Account Management	Ac1	Antje	1.20	US \$48.15
10/01/09	10/31/09	Account Management	Ac1	Arnaud	1.45	US \$58.06
10/01/09	10/31/09	Account Management	Ac1	Arsen	2.38	US \$95.18
10/01/09	10/31/09	Account Management	Ac1	Ashlyn	2.14	US \$85.51
10/01/09	10/31/09	Account Management	Ac1	Belden	1.43	US \$57.04
10/01/09	10/31/09	Account Management	Ac1	Bellanca	1.63	US \$65.05

### 3. Departmental Directories Bill

#### Department Bills

Displays details concerning the users storage consumption for the chosen department and details about department's assigned directories storage consumption and charged cost.

Departmental Users Bill: No results found.

Departmental Tiers Bill | Departmental Users Bill | **Departmental Directories Bill**

[Back](#)

**Assigned directories details:**

Start Date	End Date	Department	Charge Code	Server name	Directory name	Storage Used(GB)	Charges(US \$)
11/01/10	11/30/10	Administrative Services	Ad2902	sChicago	D:\	209.55	US \$8,381.96

1-1 of 1 Record(s) 1 Page(s) Page Size: 10 1 ◀ Previous Next ▶

**Assigned Directories Total Storage:** 209.55GB  
**Assigned Directories Total Charges:** US \$8,381.96

To return to the search results, click the **Back** button.

## About NTP Software

NTP Software puts users in charge of their file data and is the only company providing file data management solutions that deliver all of the enterprise-class features needed to understand, manage, monitor, and secure file data completely. NTP Software is a global leader and has been chosen by the majority of Fortune 1000 companies and thousands of customers in private and public sectors for providing leadership through superior solutions, professional services, experience, and trusted advice. NTP Software delivers a single solution across the entire data storage environment, from individual files and users to an entire global enterprise across thousands of systems and sites. NTP Software reduces the cost and complexity associated with the exponential growth of file data and is located on the web at [www.ntpsoftware.com](http://www.ntpsoftware.com).

## NTP Software Professional Services

NTP Software's Professional Services offers consulting, training, and design services to help customers with their storage management challenges. We have helped hundreds of customers to implement cost-effective solutions for managing their storage environments. Our services range from a simple assessment to in-depth financial analyses.

For further assistance in creating the most cost-effective Storage Management Infrastructure, please contact your NTP Software Representative at 800-226-2755 or 603-622-4400.

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