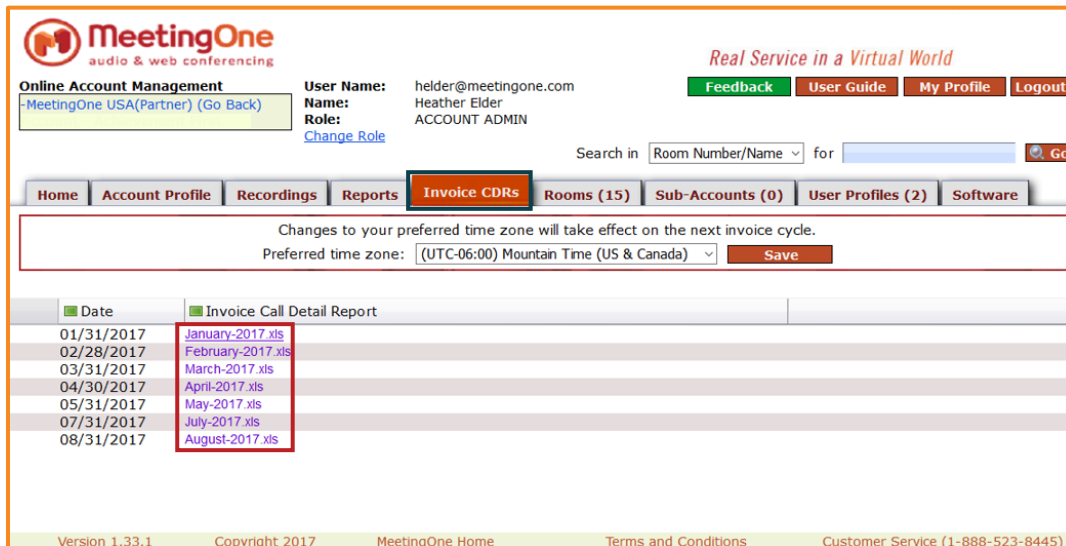


## Invoice CDRs (Call Detail Reports)

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

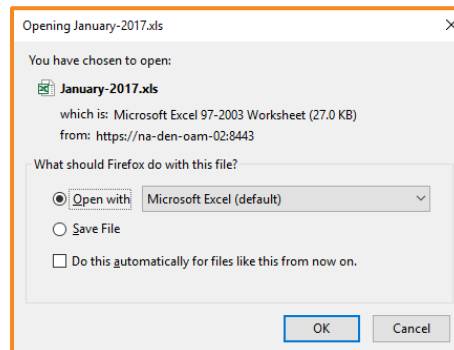
- Click the **Invoice CDRs** Tab
  - A list of reports will appear for each month
  - Click on the month you wish to view
  - Choose to open or save the file
    - To allow this functionality, pop-up blockers SHOULD be turned off
  - A detailed and complete list of your usage will open or be saved on your PC with specific details for every call during 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)). The main content area displays a table of Invoice Call Detail Reports:

Date	Invoice Call Detail Report
01/31/2017	<a href="#">January-2017.xls</a>
02/28/2017	<a href="#">February-2017.xls</a>
03/31/2017	<a href="#">March-2017.xls</a>
04/30/2017	<a href="#">April-2017.xls</a>
05/31/2017	<a href="#">May-2017.xls</a>
07/31/2017	<a href="#">July-2017.xls</a>
08/31/2017	<a href="#">August-2017.xls</a>

At the bottom of the interface, there's a footer with version information (1.33.1), copyright (2017), and contact details for MeetingOne Home, Terms and Conditions, and Customer Service (1-888-523-8445).



The screenshot shows a file opening dialog box titled "Opening January-2017.xls". It contains the following information:

- You have chosen to open: **January-2017.xls**
- which is: Microsoft Excel 97-2003 Worksheet (27.0 KB)
- from: https://na-den-oam-02:8443
- What should Firefox do with this file?
  - Open with: Microsoft Excel (default)
  - Save File
  - Do this automatically for files like this from now on.

Buttons for "OK" and "Cancel" are visible at the bottom.

	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	<b>Grand Total</b>									64	\$2.24	\$0.39	\$0.18		\$2.81	