

Packages and Plans for Rhipe Microsoft CSP

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Overview

This article guides users on how to use Emersion's billing objects to build the plan structure required for Microsoft CSP services. It is written for users who are undertaking a plan build for this service type. This article assumes the user has completed [Packages and Plans Training](#) from the [Product Training for Onboarding Clients](#) Program..

These services are ordered in Emersion and provisioned automatically via the Rhipe platform.

[Learn more about this service type.](#)

Service Plans

As stated in the [Terminology section here](#), a *tenant in Rhipe* = a *service in Emersion*. Therefore, in Emersion, to create a service for your customer's tenant, a new *service subscription* must be created.

In order to so that, a service plan for the tenant must exist.



Do not create service plans for each licence. This is the wrong plan structure.

Product Rate Card

Next step is to make sure you have product rates set for the appropriate Microsoft CSP products as retrieved from approved Rhipe invoices.

In order to enter product rates:

1. Create the first service and activate it (instructions below).
2. Contact Emersion.
3. Emersion will run a process that will return your price book and populate the product rate card with RRP pricing.
4. Go onto the product rate card and enter your licence costs (product rates).

The product rate card that is associated with the service plan must contain your product rates.

If the prices are not present, the records will fall into [Misc Quarantine](#).

Creating Licence Costs Manually

This is done by entering a product rate against a product rate card as covered in the [Packages and Plans session](#) of the [Product Training for Onboarding Clients](#) program.

Importing Licence Costs Into Emersion

Use the [Product Rate Import](#) tool to import your licence costs in bulk.

Arrears and Advance Billing

It is possible to bill services associated with this service type in arrears or in advance. Please ensure you read the following information carefully to understand your configuration requirements.

Billing In Arrears

In this scenario, the customer is billed when the invoice is issued from Rhipe to the service provider. Individual lines are produced for each billable use of a subscription.

If the customer changes license quantities during the invoice period, they will see *line items for each change* at the end of the month.

For example

License	Qty	Price	Days in month	Formula
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Office 365 Student Edition – 1 st – 10 th	8	\$5	31	10/31 * 5 * 8
Office 365 Student Edition – 10 th – 20 th	10	\$5	31	10/31 * 5 * 10
Office 365 Student Edition – 20 th – 31 st	12	\$5	31	11/31 * 5 * 12

Configure for In Arrears Billing

Ensure your Package Plan is set to bill in arrears.

Billing In Advance

Emersion has implemented an *advanced billing mode* which will look at the start of the period and charge based on the state of the subscription counts at that time. This is a predictive measure.

License	Qty	Price	Days in month	Formula
Office 365 Student Edition – 1 st – 31 st	8	\$5	31	31/31 * 5 * 8

At the end of the period when the Rhipe invoice is generated, the system will compare the charges generated for the individual Rhipe subscription against the snapshot taken at the start of the period. If a difference is found:

the initial charge is reversed and a full credit is generated.

Usage will be reprocessed and the new charges will then be generated so it matches with the Rhipe invoice.

Configure for Advanced Billing

In order to implement advanced billing, follow the steps below.

Enable the Billing In Advance Flag

NAV: **Packages and Plans > Service Plans.**

1. Open your BUY plan and click the **Properties** tab.
2. Enable the **Rhipe Advanced Billing** flag on the service plan.
3. **Save** and close the plan.

Do this step for every BUY service plan for the *Microsoft CSP - Rhipe* service type where billing in advance is required.

Package Plans
Service Plans
Rate Cards
Product Rate Cards
Bolt-Ons
Bolt-On Groups
Bolt-On Add-Ons
Data Bolt-Ons
Data Bolt-On Add-Ons
Time Tables
Contracts

Service Plan: #193371

* Internal Name: Rhipe - BUY
* External Name: Rhipe - BUY
Reference Name:
Reference Key:
Description:
External Description:
Buy or Sell: Buy

* Service Type: Microsoft CSP - Rhipe
Service Type Billing Type: Postpaid
Period Length: 1 Month
☐ Period Requires Approval Before Closing
☐ Apply Package Plan 'Periods in Advance' to Service Features
Rounding Type: No Rounding
Rounding Precision:
New Service Setup Fee:
Access Fee:
* Package plan fees will override service plan fees. If this service plan is included in a package with set up and access fees, these service plan fees will be ignored. This applies to all set up and access fees. Enter all amounts exclusive of tax.

Associated Package Plan
Associated Rate Cards
Bolt-On Configuration
Data Bolt-Ons Configuration
Associated Product Rate Card
Service Plan Feature Allowance
Properties
Commission Tier
Event Text Elements

Properties of ServicePlan: #193371

Service Plan Properties
☒ Rhipe Advanced Billing

Disable Mid-Cycle Migrations

Users will need to disable the ability to perform mid-cycle package subscription migrations as they are not supported in Rhipe. This needs to be done on the SELL plan.

NAV: **Packages and Plans > Service Plans.**

1. Open your SELL plan.
2. Put the plan into EDIT mode.
3. Ensure the **Disable Migrations during Period** checkbox is ticked.
4. **Save** and close the plan.

Do this step for every SELL service plan for the *Microsoft CSP - Rhipe* service type where billing in advance is required.

Management Catalogue Management Terms and Conditions Event Text Library

View Package Plan 219087

* Internal Name: Setup Fee:

* External Name: Access Fee:

Reference Name: *Note : Where a package access fee is not empty, it will override any service plan access fees that are defined.

Reference Key: All amounts entered are to be exclusive of taxes

Description: * Period Length: 1 Month

External Description: * Periods in Advance: 1

Buy or Sell: Sell ☒ Enable package subscription fee overrides ☒

Default Contract Type: None The override flag has no effect unless a setup or access fee is configured above

☐ Migrate Available in User Portal

* Bill Access Fees in: Advance ☒

* Access Fee Pro-Rata: Yes ☒

Align Pkg Period to Invoice Period: Yes ☒

Discount (%):

☒ Disable Migrations during Period ☒

Related Pages

- [Rhipe Microsoft CSP](#)
- [Packages and Plans for Rhipe Microsoft CSP](#)
- [Orders and Subscriptions for Microsoft CSP Rhipe](#)
- [Tenant is Available during an SQ but an Error is returned when the Order is submitted](#)
- [Vocus NBN](#)
- [AAPT Usage Collection](#)
- [AAPT National Wholesale Broadband \(Broadband Connect L3\)](#)
- [AAPT National Wholesale Broadband \(Broadband Connect L2\)](#)
- [Requesting New Service Types](#)
- [Telstra WME Bounty Management Module](#)
- [Onboarding Service Types](#)
- [Time zones](#)
- [Vocus Usage Collection](#)
- [Service Type Library](#)
- [Service Type Billing Type](#)