

# MiVoice Office Application Suite Portal

To coincide with the release of MiVoice Office Application Suite 5.0 (MiVO App Suite), an updated version of the Mitel Communication Service portal is being released.

The portal is for use by reseller's employees and offers the following features:

- The ability to perform offline registrations of MiVO App Suite software
- Provide visibility of existing MiVO App Suite sites with corresponding SWAS information
- Provide visibility of un-used voucher codes that have been ordered by the reseller and the ability to assign them directly to MiVO App Suite sites (including pre-5.0 sites)

## Portal Access

Each MiVO App Suite reseller has an account on the portal which all their MiVO App Suite license purchases are registered against.

If, as a reseller, you don't have access to login into the portal, please request access using the contact details on the portal home page.

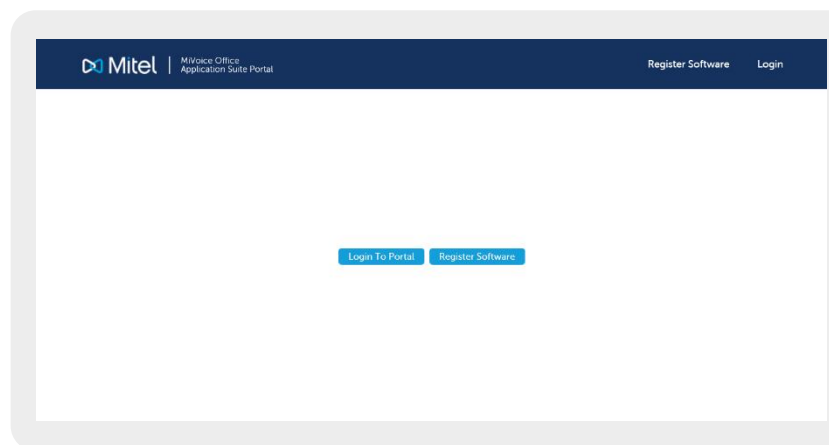
To access the portal, visit <http://www.mitelcommunicationservice.com>.

An admin account will be provided to access the portal. Using this 'Admin' account, additional user accounts can be created for employees to access the portal and receive update emails.

## Home Page

From the home page, there are two options; Login or Register software.

A login is required to access the license information and voucher codes section of the portal. MiVO App Suite licenses can be registered without a portal login if required.



## Software Registration

The software registration section is for registering MiVO App Suite systems that do not have direct access to the internet. Registration request files can be uploaded here and activation files downloaded. If you encounter any problems during the registration process, please use the contact details on the portal to seek support.

### Activate new software

If you are installing Mitel Communication Service on a computer without Internet access, you will need to perform an offline activation. Follow the steps on the Communication Service wizard to obtain a Licence Request file and then upload this below.

The returned Licence File can then be uploaded to your Communication Service in order to complete activation.

Upload licence request file:

## Secure Area

Once logged into the portal, the secure area options become available:

Sites	Displays a reseller's purchased systems
Vouchers	Displays a reseller's used and unused vouchers
Users	Provides control of a reseller's users of the portal

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[Sites](#) [Vouchers](#) [Users](#) [Register Software](#) [Logout](#)

Reseller Number: 000000

In addition to these secure sections of the portal, the Reseller ID will be visible at the top left of the screen (shown as '000000' in the screen shot). This reseller Id will be required when registering stocked MiVO App Suite Site IDs that have not been linked to a reseller. The reseller id is required so that licenses are correctly assigned to a reseller account and can be managed through the portal.



#### Note

The reseller id is the same as the Mitel SAP Account number for a Reseller.

## Sites

The sites section provides visibility of all MiVO App Suite sites that have been registered by the reseller. The filters section at the top of the screen can be used to search for specific sites or to identify sites that are with/without SWAS or are running a specific version of MiVO App Suite.

The filters are useful for identifying which sites could benefit from an upgrade and which sites can be targeted for SWAS sales. Unregistered sites are ones that have been purchased by the reseller but have not yet been registered at a customer's site.

Reseller Number: Sites

Filter Sites

Site ID or Name or Mitel Reseller Number: any  
SWAS: any  
Version: any  
Company: any

☐ Unregistered sites

Filter Reset

Site ID	Site Name	Reseller	Version	SWAS Expiry	Certificate	Details
8456	Site #1	CommaComms	MCS (4.2)	No SWAS		
7894	Site #2	TeleComms	MCS (4.0)	No SWAS		
4321	Site #3	PhonePhone	MCS (4.2)	No SWAS		
4567	Site #4	PhoneComms	MCS (5.0)	Valid 21 May 2027		
8910	Site #5	PhoneSystems	MCS (5.0)	No SWAS		
1122	Site #6	CommaTel	MCS (4.2)	Expired 21 Jan 2014		
1304	Site #7	TelePhone	MCS (4.1)	No SWAS		
1506	Site #8	SystemsPhone	MCS (4.2)	Expired 29 Apr 2012		
1718	Site #9	SystemsTel	MCS (4.2)	Expired 15 Aug 2012		
1920	Site #10	SystemsComms	MCS (4.2)	No SWAS		

1 2 3 4 5 6 7 8 9 10



### Note

The certificate is the license file for the site, it contains the Site ID and serial number required for registration.



### Note

The version displayed in the grid is the version of software that is licensed to be run. The software installed on the customer's site may be an earlier version.

For more information on a specific site, press the 'i' icon in the details column. This will provide information of which licenses the site has (listed on the 'Features' tab) and what SWAS is currently in place.

## Sites -> Details

It also provides information about what SWAS coverage is required for a site based on its licenses and provides the part numbers that need to be ordered when renewing.

Site Details

Details Features Contracts SWAS Options Heartbeat Info

Name: Site #5

Site ID: 8910

Serial: df5g4f49-gh6gh-j4f6846/8s-f64dfg84h6sd

Registered Date: 02 Oct 2013

Mitel Reseller Number:

The license for this site qualifies for a upgrade under its Software Assurance contract. Click Upgrade to proceed

Upgrade

Save Close

If a site qualifies for a license upgrade when under SWAS, the 'Upgrade' button will appear on the Site Details page.

## Sites -> Features

The 'Features' tab displays all the features that the site has been licensed for. If a feature is not listed, the site has no license for it.

### Site Details

[Details](#) [Features](#) [Contracts](#) [SWAS Options](#) [Heartbeat Info](#)

Reporting - Dashboard User License	5
Reporting - External Data Sources	1
Reporting - Scheduling	1
Reporting - Site-wide License	1
Reseller In-House Kit	1
Version	4.2
Web Callback	1
XCS - Base License	1

Save Close

## Sites -> Contracts


The 'Contract's tab shows all active an expired SWAS contracts for the site.

### Site Details

[Details](#) [Features](#) [Contracts](#) [SWAS Options](#) [Heartbeat Info](#)

#### Active Contracts

Name	Start	End	Duration	Remaining
Reseller MVO App Suite Support	n/a	n/a	indefinite	indefinite

 There are no expired contracts for this site.

Save Close

## Sites -> SWAS Options

The 'SWAS Options' tab shows the part numbers and pricing options for purchasing SWAS for the site.

### Site Details

[Details](#) [Features](#) [Contracts](#) [SWAS Options](#) [Heartbeat Info](#)

! All of the listed parts must be purchased to qualify for the preferred SWAS option.

#### Standard SWAS Options

Part	Quantity	Unit Price (\$)	Total Price (\$)
(51306143) MiVO App Suite Base SWAS Standard	1	\$200.00	\$2,580.00
(51306172) MPM Professional / Team Leader SWAS Standard	1	\$100.00	
(51306174) MiVO Call Recorder SWAS Standard (up to 8 Licenses)	1	\$200.00	
(51306177) MiVO Call Recorder SWAS Standard (Per User)	22	\$880.00	
(51303626) MICC Campaign Manager SWAS Standard Base Pack	1	\$1,200.00	

#### Premium SWAS Options

Save

Close

## Sites -> Heartbeat Info

The 'Heartbeat Info' tab displays information retrieved from the licensing communication. This shows what version of software is currently installed on site and which operating system is running.

### Site Details

[Details](#) [Features](#) [Contracts](#) [SWAS Options](#) [Heartbeat Info](#)

Version: 5.0.20 (5.0.4083.1)

Last update: 09 Apr 2018

OS Info: Microsoft Windows Server 2016 Standard 10.0.14393 64-bit

In License

Violation: No

Save

Close

## Vouchers

The vouchers section provides access to view all vouchers that have been purchased by the reseller. The filter options can be used to search for specific parts or to see which site a voucher has been redeemed against.

This part of the portal can also be used to assign vouchers to MiVO App Suite systems running a version prior to 5.0. From MiVO App Suite 5.0, vouchers can be assigned within the MiVO App Suite software. For sites running versions of MiVO App Suite prior to 5.0, the portal is the only way to assign license vouchers to a site.

Vouchers

Filter Vouchers

Voucher Site ID / Serial Purchase Order

Part

Choose a part ☐ Redeemed

Filter Reset

Description	Site ID (Name)	Voucher	Used Date	Assign
(S1303549) Phone Manager Outlook 10 Pack	Unassigned			
(S1303549) Phone Manager Outlook 10 Pack	Unassigned			
(S1303549) Phone Manager Outlook 10 Pack	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			
(S1302776) Phone Manager Professional	Unassigned			

1 2 3 4 5 6 7 8 9 10

The 'Purchase Order' section of the filter can be used to search for vouchers that were provided as part of a specific order.



### Note

Once a voucher has been assigned to a site, it cannot be unassigned. Please use the contact details provided on the portal if you have any license support issues.



### Note

Vouchers cannot be split between sites. A single 'Phone Manager Outlook 50 Pack' can only be assigned to one site.

## Users

The users section shows all user accounts which have access to the portal and their contact details. Users can be created, deleted and edited by someone with the correct permissions.

Each user can be configured as to whether they receive SWAS, Technical and/or Sales emails from the portal.

The main contact will be the primary contact used when providing order updates.

Reseller Number:

### Users

The grid below shows the user accounts for your company. You can edit these accounts to control access to the various areas of this website. Please ensure your main contact is setup correctly as this is where important emails are sent (e.g. password notifications).

Main contact: David Wilson

Site Upgrade Email Address:  ☒ SWAS/Maintenance Alerts

Name	Tel (work)	Tel (mobile)	Email	
Andrew Baker	0161 123 4567	07712 34567	andrew.baker@company.com	<input type="checkbox"/> <input type="checkbox"/>
Beth Christian	0161 123 5678	07712 45678	beth.christian@company.com	<input type="checkbox"/> <input type="checkbox"/>
Bradley Cooper	0161 123 6789	07712 56789	bradley.cooper@company.com	<input type="checkbox"/> <input type="checkbox"/>
Bryan Parker	0161 123 7891	07712 67891	bryan.parker@company.com	<input type="checkbox"/> <input type="checkbox"/>
Cameron Swayne	0161 123 8910	07712 78910	cameron.swayne@company.com	<input type="checkbox"/> <input type="checkbox"/>
Carl Phillips	0161 123 9101	07712 89101	carl.phillips@company.com	<input type="checkbox"/> <input type="checkbox"/>
Christine Harper	0161 123 1011	07712 91011	christine.harper@company.com	<input type="checkbox"/> <input type="checkbox"/>
Craig Smith	0161 123 1112	07712 10111	craig.smith@company.com	<input type="checkbox"/> <input type="checkbox"/>
Damian Goldsmith	0161 123 1213	07712 11121	damian.goldsmith@company.com	<input type="checkbox"/> <input type="checkbox"/>
David Davis	0161 123 1314	07712 12131	david.davis@company.com	<input type="checkbox"/> <input type="checkbox"/>

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The SWAS Upgrade Email Address is an additional address that can be entered to receive SWAS update notifications for the reseller (Users can also be configured to receive SWAS update emails).

The following properties can be configured against users of the portal:

### Admin User

Can create/edit/delete other users.

### Email Subscriptions

Different types of email subscription are available.

Sales	Enable to receive sales related bulletins
Technical	Enable to receive technical related bulletins
SWAS/Maintenance Alerts	Enable to receive SWAS based notification emails.