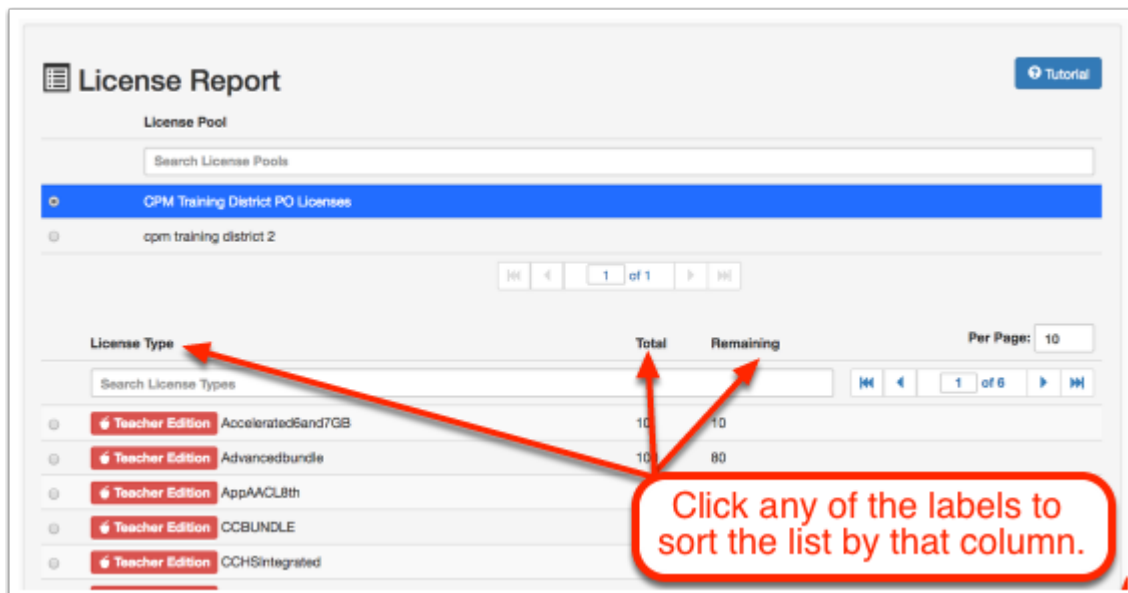


eBook Admin: Find License Information

The License Report has a lot of valuable information to help the eBook Admin problem solve issues. Not only are all of the license counts available, but all users who have been assigned each license including the expiration date of the license are displayed. You can also find the POs associated with each license.

1. Go to Reports --> License Reports.

- The 'Total' column indicates the number of licenses purchased that are available.
- The 'Remaining' column indicated the number of licenses still available to assign to a user.
- Click on any of the headings to sort by that column!



The screenshot shows the 'License Report' interface. At the top, there's a 'License Pool' section with a search bar and a list of pools. The first pool, 'CPM Training District PO Licenses', is selected. Below this, there's a table with columns: 'License Type', 'Total', and 'Remaining'. The 'License Type' column has a search bar and a list of license types. The 'Total' and 'Remaining' columns show numerical values. Red arrows point from a text box to the 'License Type', 'Total', and 'Remaining' column headers. The text box contains the instruction: 'Click any of the labels to sort the list by that column.'

License Type	Total	Remaining
Teacher Edition Accelerated5and7GB	10	10
Teacher Edition Advancedbundle	10	80
Teacher Edition AppAAOL8th		
Teacher Edition CCBUNDLE		
Teacher Edition CCHSintegrated		

2. Filter by adding key words in the search box.

License Report

License Pool

Search License Pools

CPM Training District PO Licenses

cpm training district 2

1 of 1

License Type

student

License Type	Total	Remaining
Student Edition Compressed8IntegratedBundle	10	10
Student Edition acc6Bundle	10	10
Student Edition acc7Bundle	80	80
Student Edition calc3rd	150	150

3. Click on a license type. Then scroll down to view 3 categories of info:

- First, a list of users for the selected license type will appear below.
- Second, a list of License Providers indicates which staff is allowed to assign students the license selected.
- Finally, a list of contracts (POs) which have the selected license as a purchase can be viewed.

License Report

License Pool

Search License Pools

CPM Training District PO Licenses

cpm training district 2

1 of 1

License Type

student

100 99

Per Page: 1

▼ Users with Precalculus Third Edition Student

User Login

Search License

jennestudent

Expiration

2025-05-12

Per Page: 10

▼ License Providers for Precalculus Third Edition Student

User Login

Search License Provider

cpmchangeadmin

cpmteacher

cpmchangeadmin2

cpmchangeadmin3

cpmcontractadmin

cpmcustomeradmin

Per Page: 10

▼ Contracts for Precalculus Third Edition Student


Purchase Order	Name	Duration	# Licenses	Contract Expiration
PC3 training district	PC3 training district	10	50	2027-05-09
More Books	More Books	10	50	2027-06-30



4. Report any discrepancies on license counts.

Impersonating cpmcustomeradmin
eBook License System
v2018-06-28_718

Home My eBooks Reports eBook Admins Account



Welcome, cpmcustomeradmin!

Welcome eBook Admin

New to ELS? Click here to Get Started.

FAQ

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CPM Help