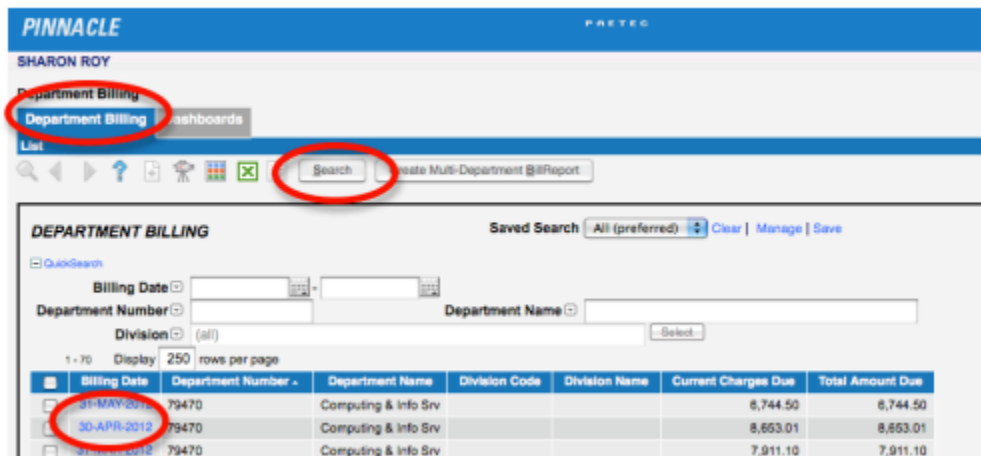


## View Usage Charges for a Department

Stephanie Obodda - 2025-06-10 - Comments (0) - Pinnacle

1. To view your department's Usage Charges, click on the Department Billing tab.
2. Click Search or enter your search criteria.
3. Select the bill you want to review from the list.



**PINNACLE** SHARON ROY

Department Billing | Dashboards

Search | Create Multi-Department Report

**DEPARTMENT BILLING** Saved Search: All (preferred) | Clear | Manage | Save

QuickSearch

Billing Date: [ ] - [ ]

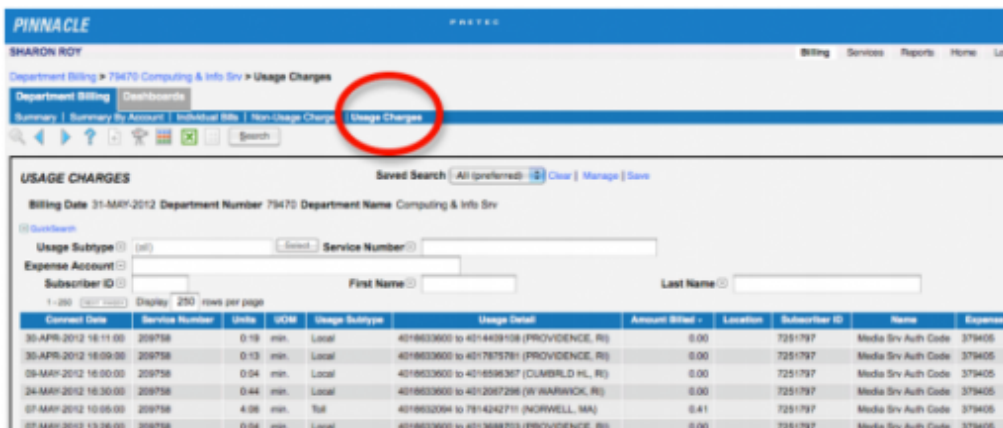
Department Number: [ ] Department Name: [ ]

Division: (all) [Select]

1 - 70 Display 250 rows per page

Billing Date	Department Number	Department Name	Division Code	Division Name	Current Charges Due	Total Amount Due
31-MAY-2012	79470	Computing & Info Srv			6,744.50	6,744.50
30-APR-2012	79470	Computing & Info Srv			8,653.01	8,653.01
31-MAY-2012	79470	Computing & Info Srv			7,911.10	7,911.10

4. Click Usage Charges.
5. You can sort the date by clicking on any column heading.
6. Here you will find detail such as local and long distance toll usage and cellular call detail.



**PINNACLE** SHARON ROY

Department Billing > 79470 Computing & Info Srv > Usage Charges

Department Billing | Dashboards

Summary | Summary By Account | Individual Bills | Non-Usage Charges | Usage Charges

Search

**USAGE CHARGES** Saved Search: All (preferred) | Clear | Manage | Save

Billing Date: 31-MAY-2012 Department Number: 79470 Department Name: Computing & Info Srv

QuickSearch

Usage Subtype: (all) [Select] Service Number: [ ]

Expense Account: [ ]

Subscriber ID: [ ] First Name: [ ] Last Name: [ ]

1 - 200 Display 250 rows per page

Connect Date	Service Number	Units	UOM	Usage Subtype	Usage Detail	Amount Billed	Location	Subscriber ID	Name	Expense
30-APR-2012 16:11:00	209759	0.19	min.	Local	4018603600 to 4014409108 (PROVIDENCE, RI)	0.00	7251797	Media Srv Auth Code	379405	
30-APR-2012 16:09:00	209759	0.13	min.	Local	4018603600 to 4017875761 (PROVIDENCE, RI)	0.00	7251797	Media Srv Auth Code	379405	
09-MAY-2012 16:00:00	209759	0.04	min.	Local	4018603600 to 4016596367 (CLUMBRIDGE, RI)	0.00	7251797	Media Srv Auth Code	379405	
24-MAY-2012 16:30:00	209759	0.44	min.	Local	4018603600 to 4012067296 (W WARREN, RI)	0.00	7251797	Media Srv Auth Code	379405	
07-MAY-2012 10:05:00	209759	4.08	min.	Toll	4018603600 to 7914242711 (NORWELL, MA)	0.41	7251797	Media Srv Auth Code	379405	
07-MAY-2012 13:26:00	209759	0.04	min.	Local	4018603600 to 4013688703 (PROVIDENCE, RI)	0.00	7251797	Media Srv Auth Code	379405	