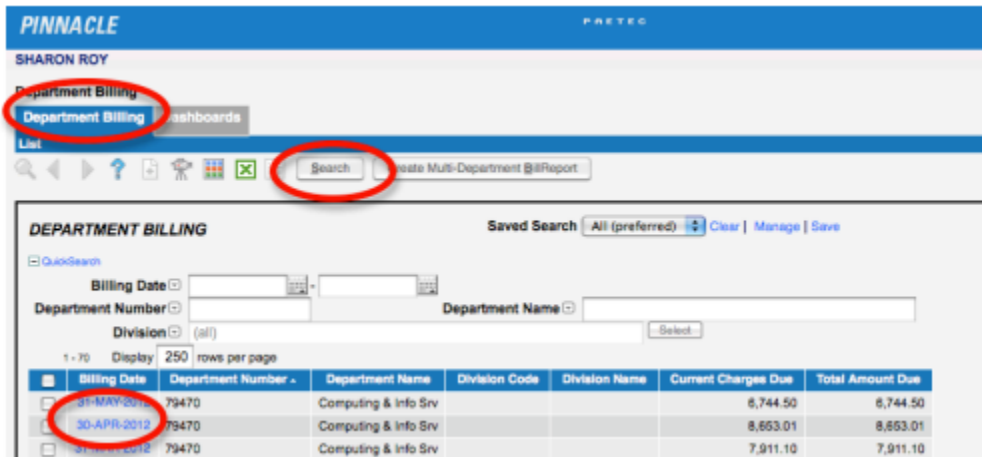


## View Usage Charges for a Department

Stephanie Obodda - 2025-01-20 - 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.

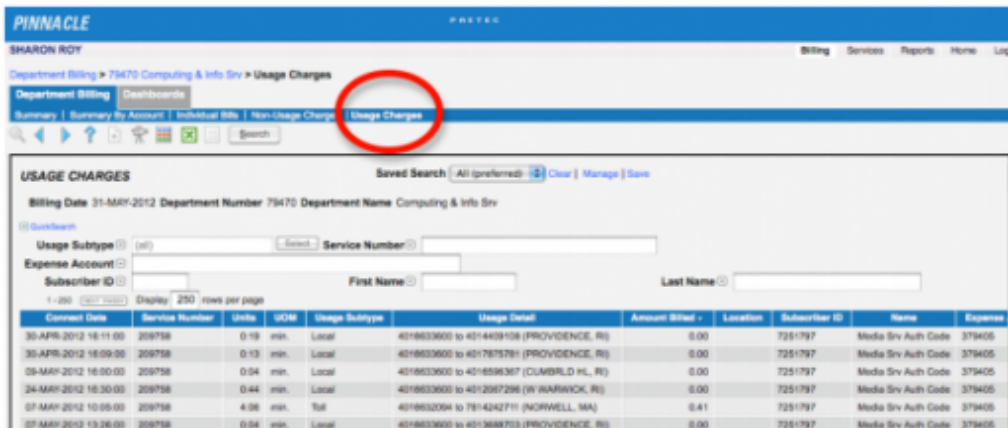


**DEPARTMENT BILLING**

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
30-MAR-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.



**USAGE CHARGES**

1 - 200 Display 250 rows per page

Connect Date	Service Number	Units	VCM	Usage Subtype	Usage Detail	Amount Billed	Location	Subscriber ID	Name	Expense
30-APR-2012 18:11:00	209758	0.19	min.	Local	4018633600 to 4014409108 (PROVIDENCE, RI)	0.00	7251797	Media Srv Auth Code	379405	
30-APR-2012 18:09:00	209758	0.13	min.	Local	4018633600 to 4017875781 (PROVIDENCE, RI)	0.00	7251797	Media Srv Auth Code	379405	
29-MAR-2012 18:00:00	209758	0.04	min.	Local	4018633600 to 4018596367 (CLUMBLD HL, RI)	0.00	7251797	Media Srv Auth Code	379405	
24-MAR-2012 18:30:00	209758	0.44	min.	Local	4018633600 to 4012067296 (W WARRENCK, RI)	0.00	7251797	Media Srv Auth Code	379405	
07-MAR-2012 10:55:00	209758	4.08	min.	Toll	4018632084 to 7914242711 (NORWELL, MA)	0.41	7251797	Media Srv Auth Code	379405	
27-MAR-2012 13:28:00	209758	0.04	min.	Local	4018633600 to 4013688703 (PROVIDENCE, RI)	0.00	7251797	Media Srv Auth Code	379405	