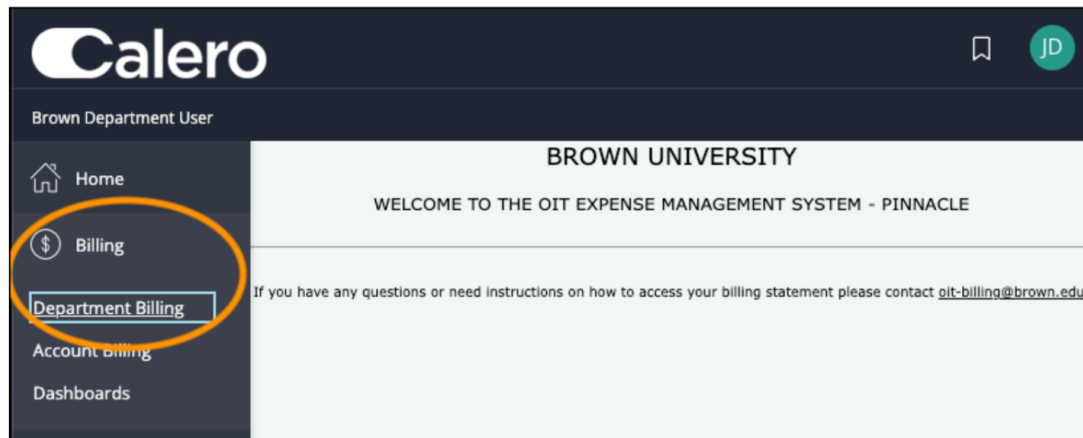


Viewing and Downloading Your Department Bill in Pinnacle

Lilly Cordova - 2025-09-04 - Comments (0) - Pinnacle

To access your department bill in Pinnacle, once logged in, hover your cursor over the left side menu to expand the display.

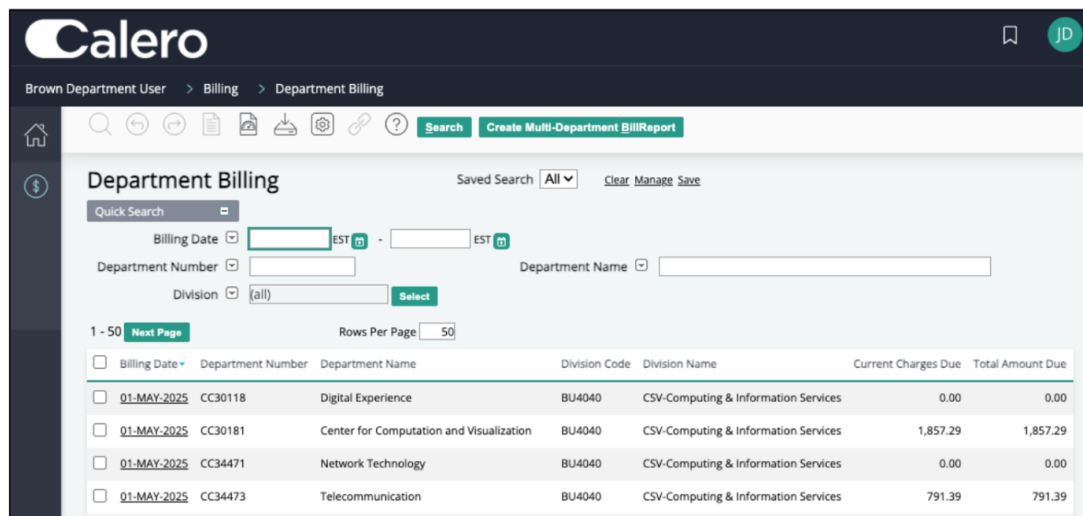
Click on **Billing**, then on **Department Billing**.



The list of monthly bills for your department(s) will be displayed. You can change the sort order by clicking on the top of any column.

Click on the **billing date**.

*Please note: Billing Date is displayed as the 1st of the month, however, the billing data is for the previous month (i.e. 01-JUL-2025 is actually the June 2025 billing detail).



Calero

Brown Department User > Billing > Department Billing > CC30181 Center for Computation and Visualization

Departmental Bill Summary
 Billing Date 01-MAY-2025 Department Number CC30181 Department Name Center for Computation and Visualization

Summary of Department Charges

Bill Charge Category	Total Amount	Total Records
Usage	0.00	677
One Time Charges	1,857.29	28

Bill Run Statistics

	Total New Charges	Total Balance Due	Total Bill Records
Total Bills	1,857.29	1,857.29	16

[View Report](#)

The Departmental Bill Summary page will be displayed. You can drill down into your charges by hovering over the left-side menu, then hovering over Department Billing to view the sub-menu.

Calero

Brown Department User > Billing > Department Billing > CC30181 Center for Computation and Visualization

Departmental Bill Summary
 Billing Date 01-AUG-2025 Department Number CC30181 Department Name Center for Computation and Visualization

Summary of Department Charges

Bill Charge Category	Total Amount	Total Records
Usage	0.00	596
Non-Usage Charges	3.96	28

Bill Run Statistics

[View Report](#)

Left-side menu options: Home, Billing, **Department Billing** (highlighted), Account Billing, Dashboards.

Sub-menu options for Department Billing: Summary, Summary By Account, Individual Bills, Non-Usage Charges, Usage Charges.

To **download** the OIT Billing Statement, click on the **View Report** button.

Calero

Brown Department User > Billing > Department Billing > CC30181 Center for Computation and Visualization

Home

Billing

Department Billing >

Account Billing

Dashboards

View Report

Departmental Bill Summary

Billing Date 01-AUG-2025 Department Number CC30181 Department Name Center for Computation and Visualization

Summary of Department Charges

Bill Charge Category	Total Amount	Total Records
Usage	0.00	596
One Time Charges	1,873.96	28

BROWN

Consolidated OIT Bill

Billing Period
April 2025

Center for Computation and Visualization

CC30180-PRG136

SUMMARY OF SERVICES	MONTHLY TOTAL	YTD TOTAL
Dedicated Computer 6920	133.33	1,599.96
TOTAL CHARGES	133.33	1,599.96

Center for Computation and Visualization CC30181
Detail for Account: CC30180-PRG136

Category - Dedicated Computer (6920)

There are also other options for analyzing the data: Summary by Account, Individual Bills, Non-usage Charges, and Usage Charges.

Tags

- ccv billing
- hardware services billing
- mail services billing
- media services biling
- OIT Billing
- print services billing
- telecom and wireless biling