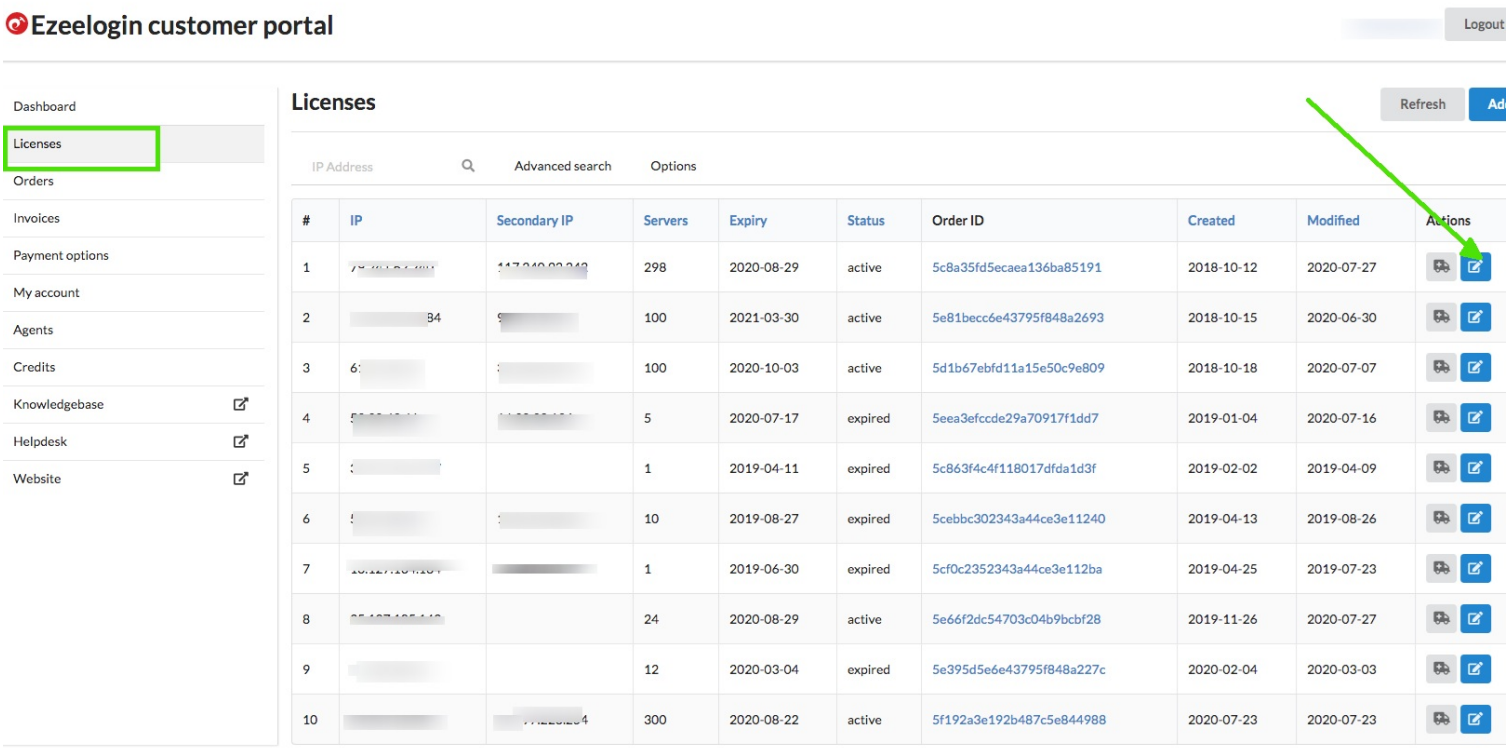
How to change the billing cycle?

466 Vishnupriya August 28, 2024 Billing 5026

Modifying the license billing cycle(monthly to quarterly/half-yearly/yearly)

Overview: This article explains how to change the billing cycle from monthly to quarterly, half-yearly, or yearly by logging into your customer portal, editing the license, and selecting the desired billing option.

Step 1. Login to your customer portal. Click on the licenses and Edit the license as shown below



Step 2. After editing the license you can change the billing cycle from monthly to quarterly/half-yearly/ yearly as shown below



Related Articles

Understanding Upgrading/Downgrading license calculations?

How to pay an active invoice from the new billing portal?

How to pay an expired invoice from the new billing portal?

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