

Billing Center

Best Practices

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<https://securitybulletin.huawei.com/enterprise/en/security-advisory>

Contents

1 Renewing Resources in Batches.....	1
1.1 Recommended Renewal Methods.....	1
1.2 Batch Enabling Auto-Renewal.....	2
1.3 Batch Renewing Resources in Enterprise Projects.....	4
1.4 Batch Renewing Resources Based on When They Expire.....	7
1.5 Batch Renewing Resources Based on Resource IDs.....	10
1.6 Batch Renewing Resources After the Renewal Funds Are Received.....	12

1 Renewing Resources in Batches

- [1.1 Recommended Renewal Methods](#)
- [1.2 Batch Enabling Auto-Renewal](#)
- [1.3 Batch Renewing Resources in Enterprise Projects](#)
- [1.4 Batch Renewing Resources Based on When They Expire](#)
- [1.5 Batch Renewing Resources Based on Resource IDs](#)
- [1.6 Batch Renewing Resources After the Renewal Funds Are Received](#)

1.1 Recommended Renewal Methods

Overview

Huawei Cloud allows you to renew a maximum of 100 resources at a time. To renew more than 100 resources, you can select one of the methods listed in the table below.

Table 1-1 Recommended methods of renewing a large number of resources in batches

Scenario	Recommended Renewal Method	Description
Auto-renewal is not enabled.	Batch Enabling Auto-Renewal	After auto-renewal is enabled for the resources, they will be automatically renewed before their expiration.
Enterprise projects have been configured.	Batch Renewing Resources in Enterprise Projects	Use the enterprise projects to select which resources you wish to be renewed, and renew them in batches.

Scenario	Recommended Renewal Method	Description
No enterprise project is configured.	Batch Renewing Resources Based on When They Expire	Use the expiration dates to select resources to be renewed, and renew them in batches.
The to-be-renewed resource information has been exported.	Batch Renewing Resources Based on Resource IDs	Export the list of resources to be renewed. Search for the renewed resource IDs, and use them to renew the resources in batches.
The renewal funds need to be applied for.	Batch Renewing Resources After the Renewal Funds Are Received	Check the price of the resources to be renewed in advance, and apply for funds from your company's finance department. After the funds are received, renew the resources in batches.

 NOTE

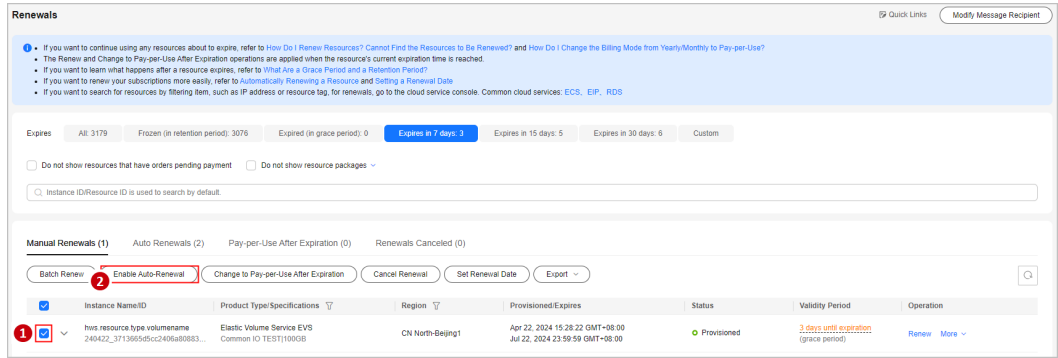
- If the expiration dates of the resources are different, you can set a unified expiration date to facilitate subsequent renewal. For details, see [Setting a Renewal Date](#).
- If a resource is no longer used after its expiration, you can set the resource not to be renewed. For details, see [Non-Renewal After Expiration](#).
- Huawei Cloud allows you to enter a maximum of 200 resource IDs to search for resources to be renewed in batches. After finding the resources, renew them in batches.

1.2 Batch Enabling Auto-Renewal

Auto-renewal prevents resource data from expiring and being deleted. If auto renewal is enabled, your resources will be automatically renewed before they expire.

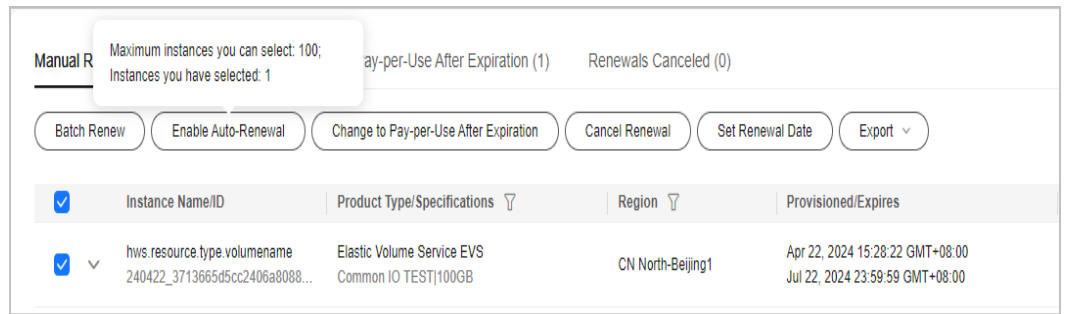
Procedure

- Step 1** Go to the [Renewals](#) page.
- Step 2** Select the resources you want to enable auto-renewal for and click **Enable Auto-Renew** in the upper left corner of the list.

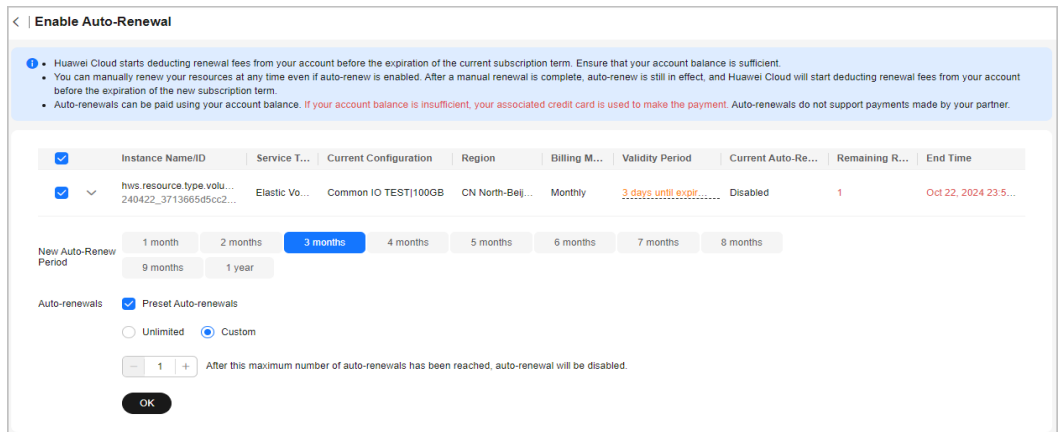


NOTE

- You can set the number of resources displayed on a page to 10, 20, 50, 100, or 200. The default value is 50.
- A maximum of 100 resources can be selected for enabling auto-renewal at a time. The Billing Center will tell you how many resources you have selected.



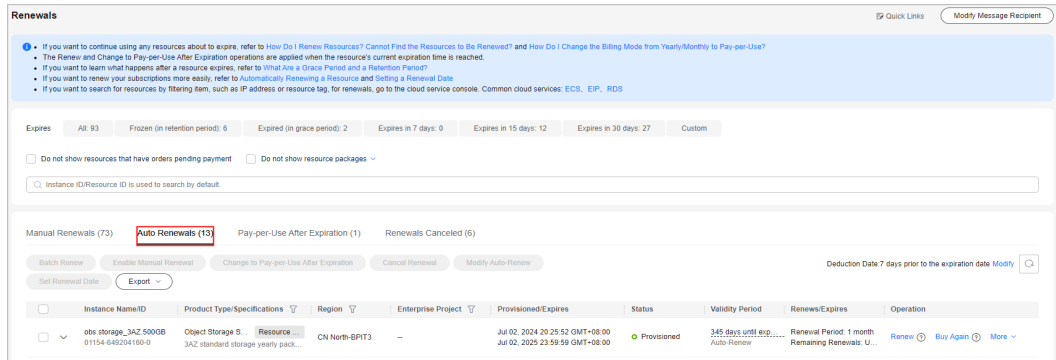
Step 3 Set New Auto-Renew Period and Auto-Renewals, and click OK.



 NOTE

- **New Auto-Renew Period:** indicates how often an instance is automatically renewed. As shown in the preceding figure, if **New Auto-Renew Period** is changed to 3 months, the system automatically renews the subscription term every three months and charges the renewal fee for three months each time.
- **Auto-renewals:** By default, this option is not selected, indicating that the number of auto-renewals is not limited. You can select **Reset Auto-renewals** and set the auto-renewals to a required value. After the number of auto-renewals reaches the preset value, the instance is automatically moved on the **Manual Renewals** tab, and you need to manually renew it.
- For instances for which auto-renewal has been enabled, you can view the auto-renewal period and remaining auto-renewal times on the **Auto-Renewals** tab.

Step 4 Wait for the "Operation successful" message in the upper right corner of the **Renewals** page, and confirm that the resources are displayed on the **Auto-Renewal** tab page. The auto-renewal function is enabled for these resources.



Step 5 Refer to these operations to enable automatic renewal for other resources.

----End

1.3 Batch Renewing Resources in Enterprise Projects

If you have configured enterprise projects, you can search for the resources to be renewed in different enterprise projects and renew them in batches.

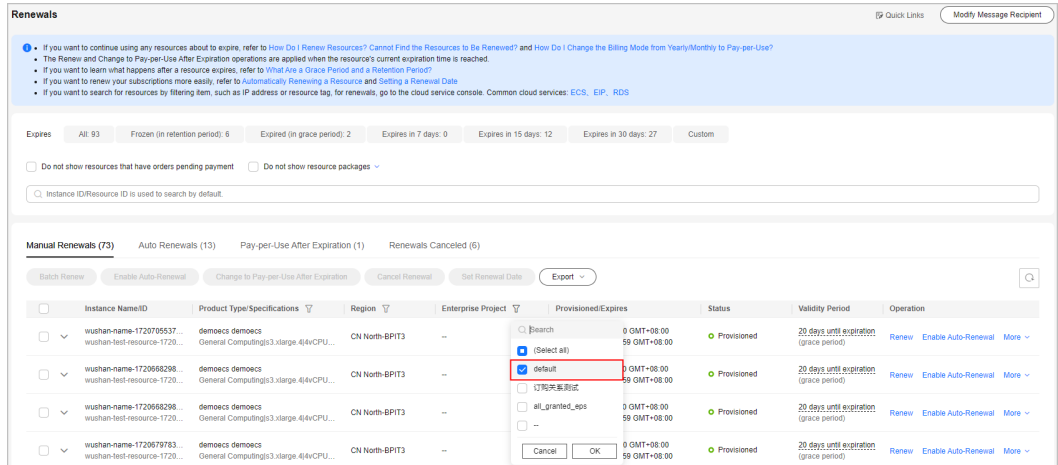
 NOTE

Your enterprise can plan different projects based on your organizational structure. With the enterprise projects, you can manage your resources in a unified manner although they are in different regions. For details, see [Enabling the Enterprise Project Function](#).

Procedure

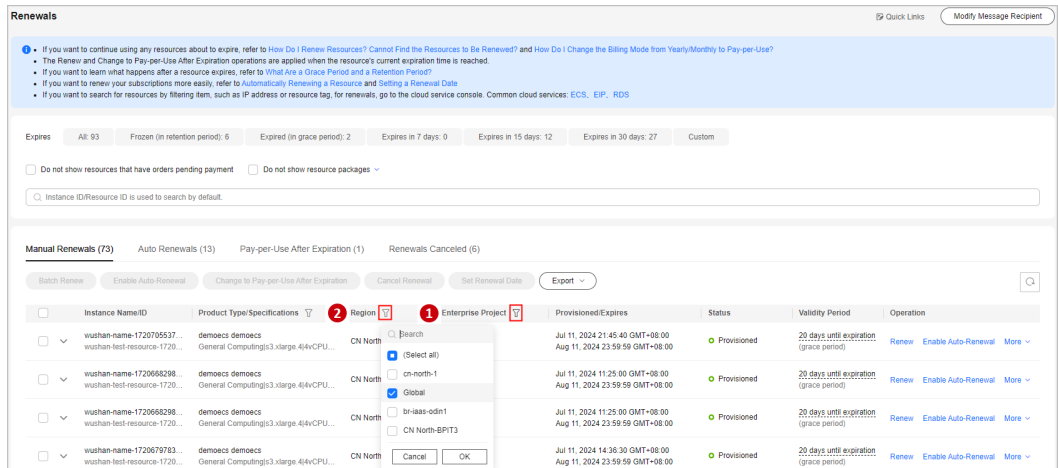
Step 1 Go to the [Renewals](#) page.

Step 2 Search resources to be renewed in each enterprise project.

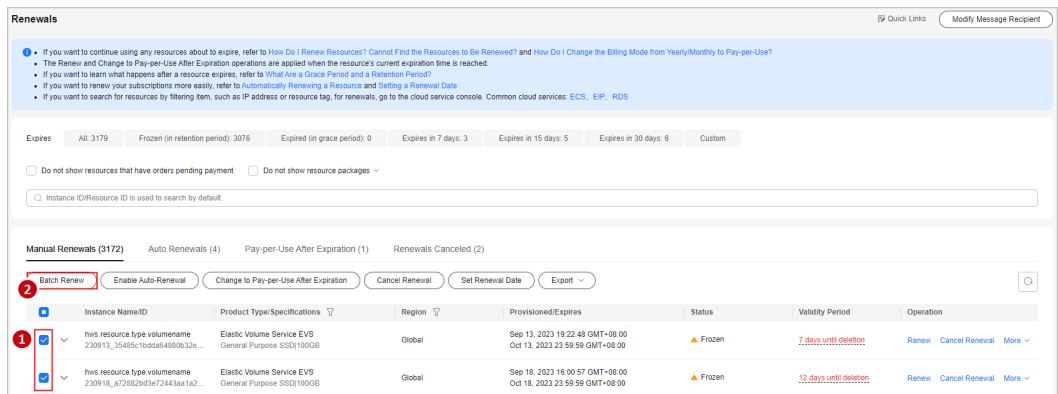


Step 3 If there are more than 100 resources to be renewed in an enterprise project, add more search filters.

Example: Use **Region** to select resources to be renewed in the enterprise project.

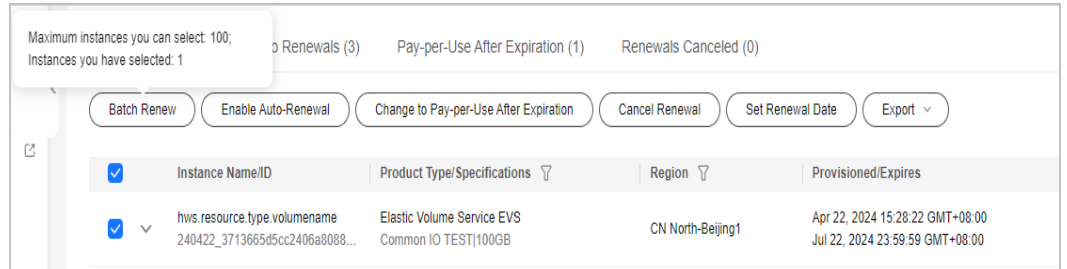


Step 4 Select the found resources, and click **Batch Renew** in the upper left corner of the list.

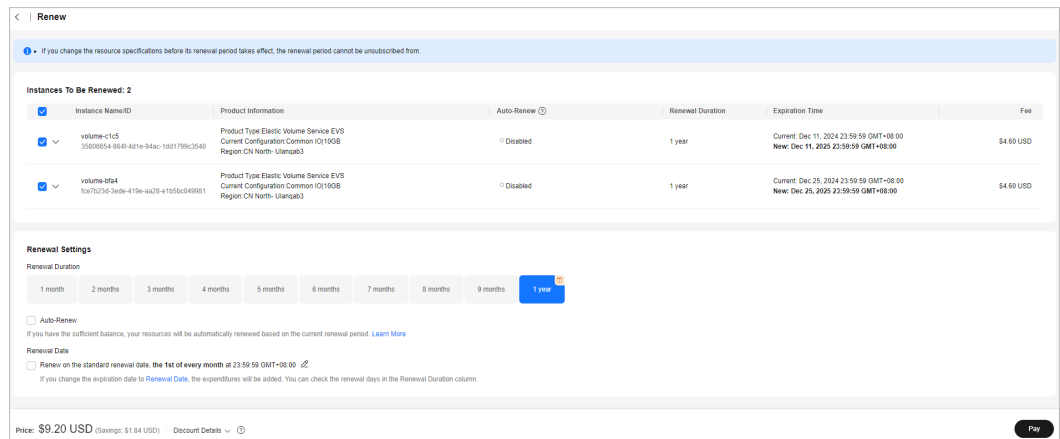


NOTE

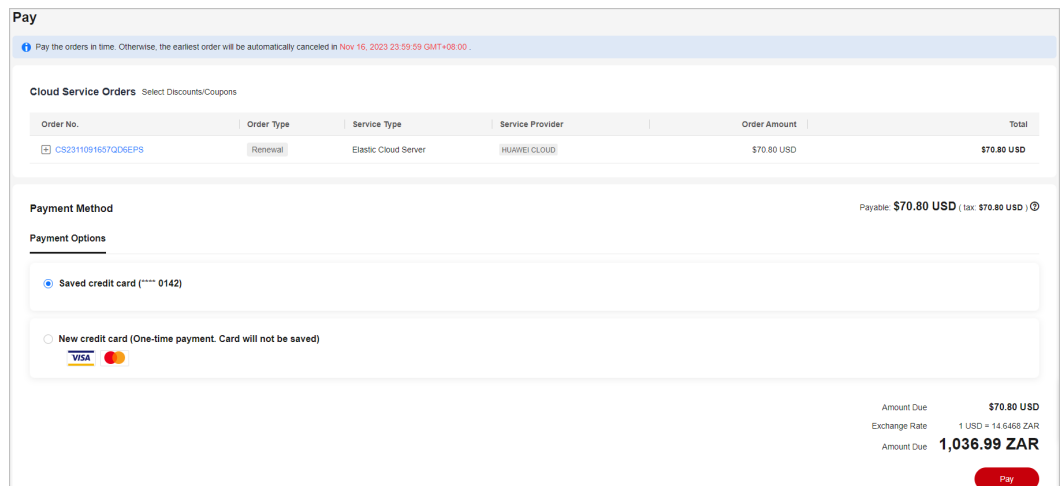
- You can set the number of resources displayed on a page to 10, 20, 50, 100, or 200. The default value is 50.
- A maximum of 100 resources can be selected for enabling auto-renewal at a time. The Billing Center will tell you how many resources you have selected.



Step 5 Confirm the resource details, set the renewal duration, and click **Pay**.



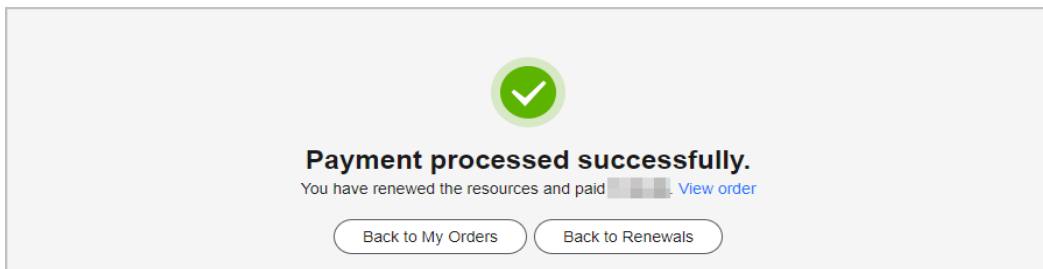
Step 6 Select discounts, coupons, and a payment method. Then, click **Pay**. Once the payment is completed, your resources will be renewed.



 NOTE

- One combined order is generated for renewals in a batch, and one discount can be selected for the order.
- Only one cash coupon can be used in each payment.

Step 7 Click **View order** to view the renewed resources. Click **Back to Renewals** to continue to renew other resources.



Step 8 Refer to these operations to select resources to be renewed in other enterprise projects and renew them in batches.

----End

1.4 Batch Renewing Resources Based on When They Expire

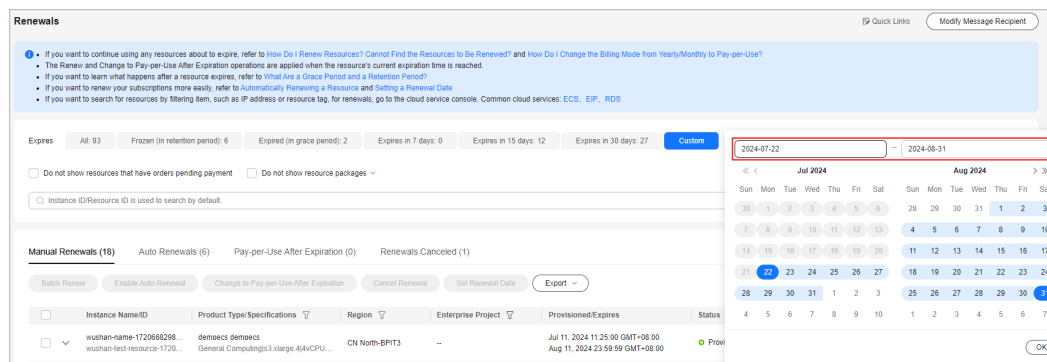
If you do not configure any enterprise project but need to renew a large number of resources, you can use the expiration time to search the resources and renew them in batches.

Procedure

Step 1 Go to the **Renewals** page.

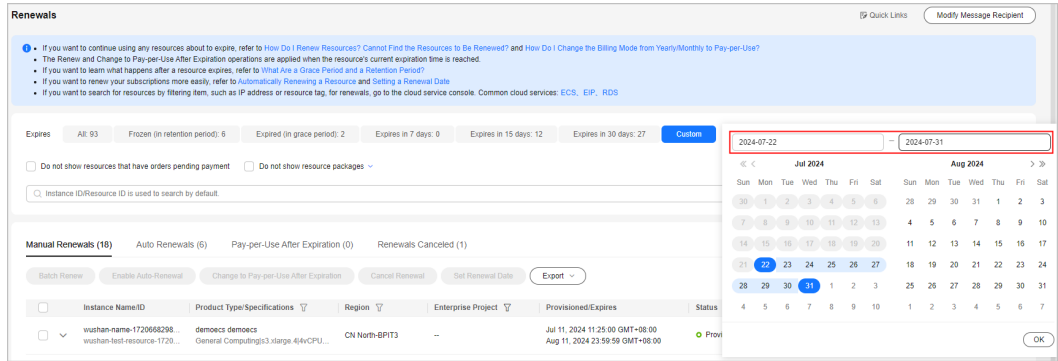
Step 2 Click **Customs** for **Expires**, and select the time range to filter the resources that will expire in the specified period.

For example, you can filter the resources to be renewed from July 22, 2024 to August 31, 2024.

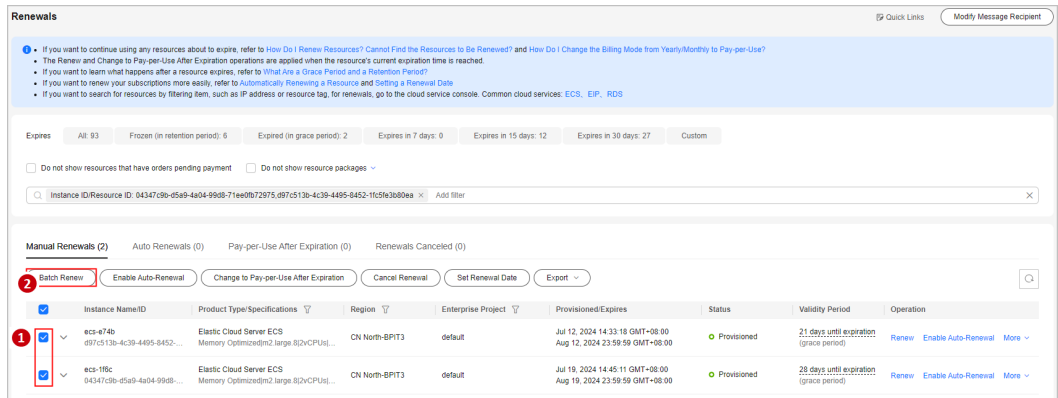


Step 3 If there are more than 100 resources in the selected period, you can narrow the time range to reduce how many resources are selected.

For example, you can filter the resources to be renewed from July 22, 2024 to July 31, 2024.

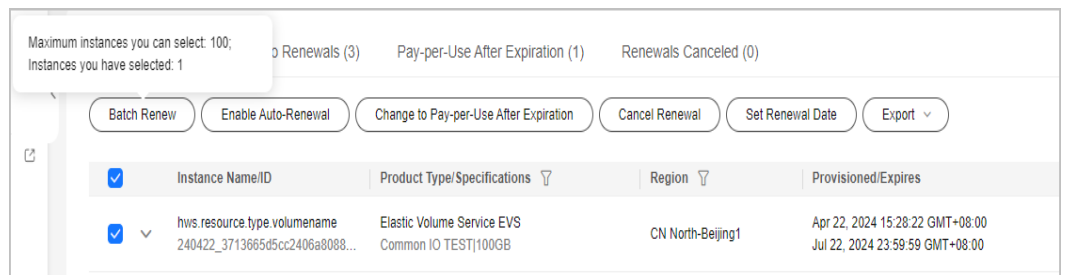


Step 4 Select the found resources, and click **Batch Renew** in the upper left corner of the list.

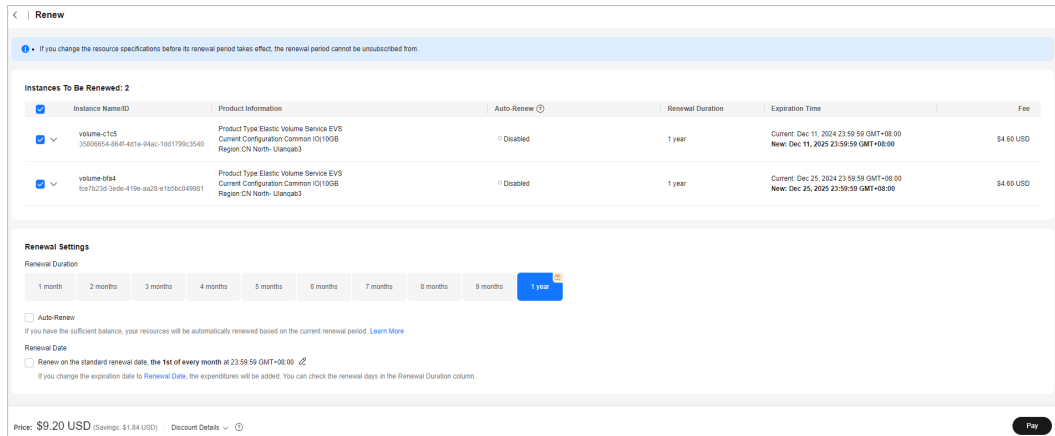


NOTE

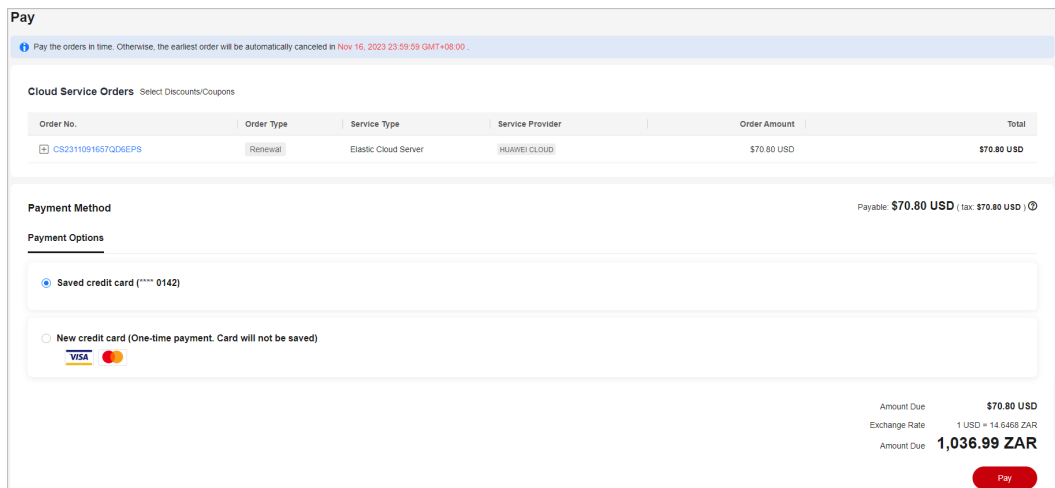
- You can set the number of resources displayed on a page to 10, 20, 50, 100, or 200. The default value is 50.
- A maximum of 100 resources can be selected for enabling auto-renewal at a time. The Billing Center will tell you how many resources you have selected.



Step 5 Confirm the resource details, set the renewal duration, and click **Pay**.



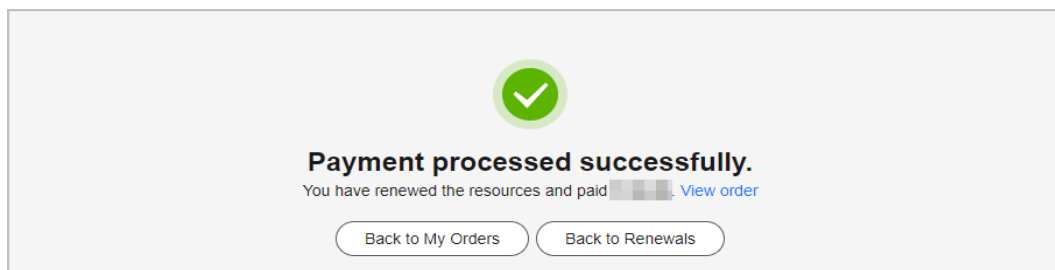
Step 6 Select discounts, coupons, and a payment method. Then, click **Pay**. Once the payment is completed, your resources will be renewed.



NOTE

- One combined order is generated for renewals in a batch, and one discount can be selected for the order.
- Only one cash coupon can be used in each payment.

Step 7 Click **View order** to view the renewed resources. Click **Back to Renewals** to continue to renew other resources.



Step 8 Refer to these operations to select resources to be renewed in other expiration time ranges and renew them in batches.

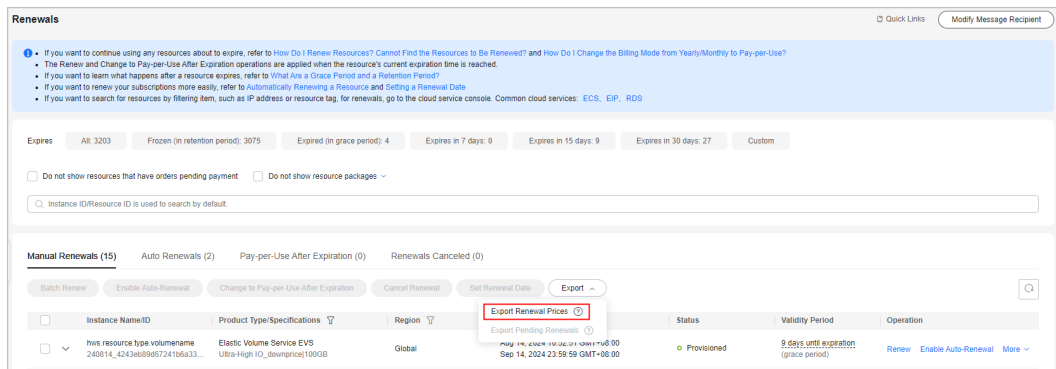
----End

1.5 Batch Renewing Resources Based on Resource IDs

After you export the resource details, you can use the resource IDs to select resources and renew them in batches.

Procedure

- Step 1** On the [Renewals](#) page, set search criteria to select resources to be renewed.
- Step 2** Click **Export** above the list, and then select **Export Pending Renewals**.



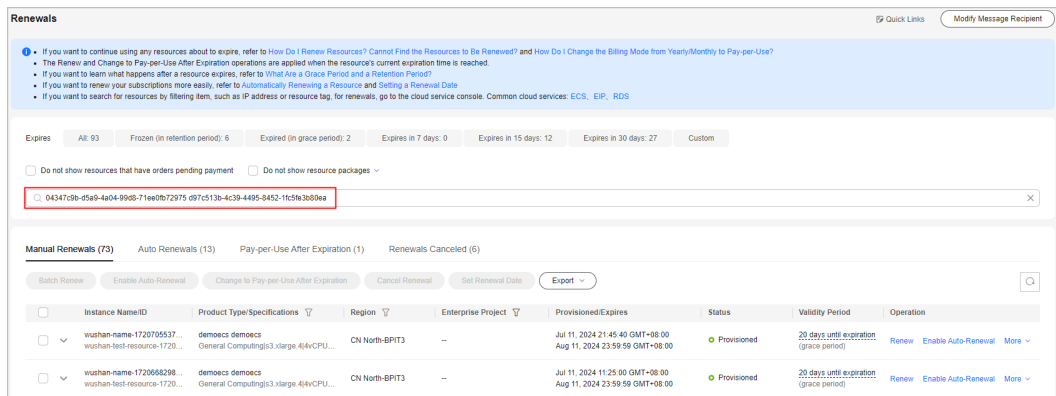
NOTE

- By clicking **Export Renewal Prices**, you can export all found resources. A maximum of 10,000 resource data records can be exported at a time. For details, see [One-Click Export](#).
- By clicking **Export Pending Renewals**, you can export all selected resources to be renewed. A maximum of 200 resources can be exported at a time. For details, see [Batch Export](#).

- Step 3** On the [Export History](#) page, click **Download** in the **Operation** column to download the exported file.



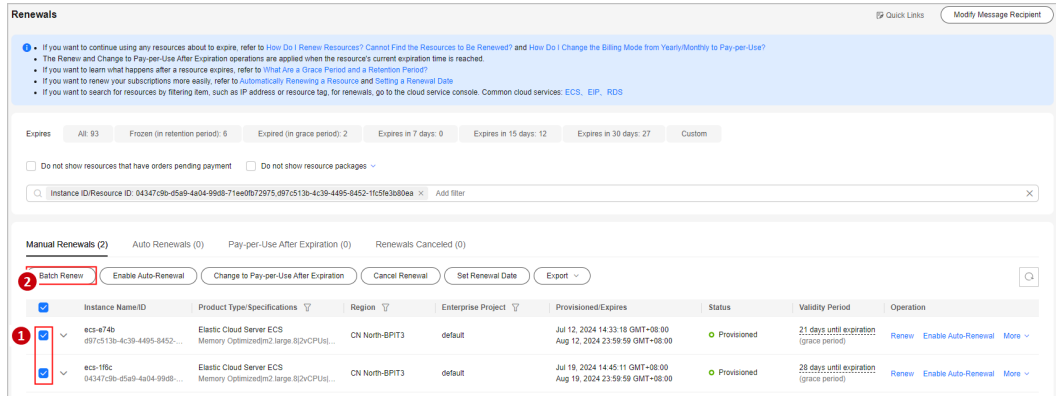
- Step 4** Enter the IDs of the resources to be renewed, and press **Enter** to search the resources.



NOTE

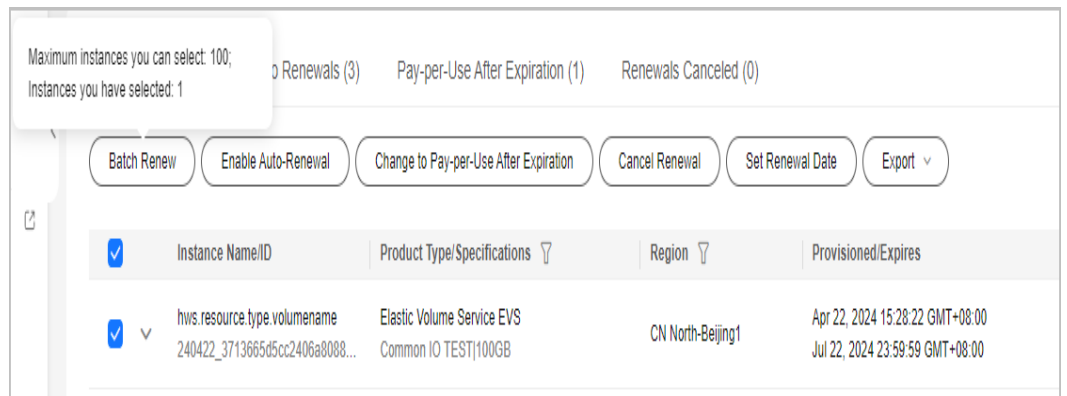
A maximum of 200 resource IDs can be entered at a time, and they must be separated with spaces or commas (,).

Step 5 Select the found resources, and click **Batch Renew** in the upper left corner of the list.

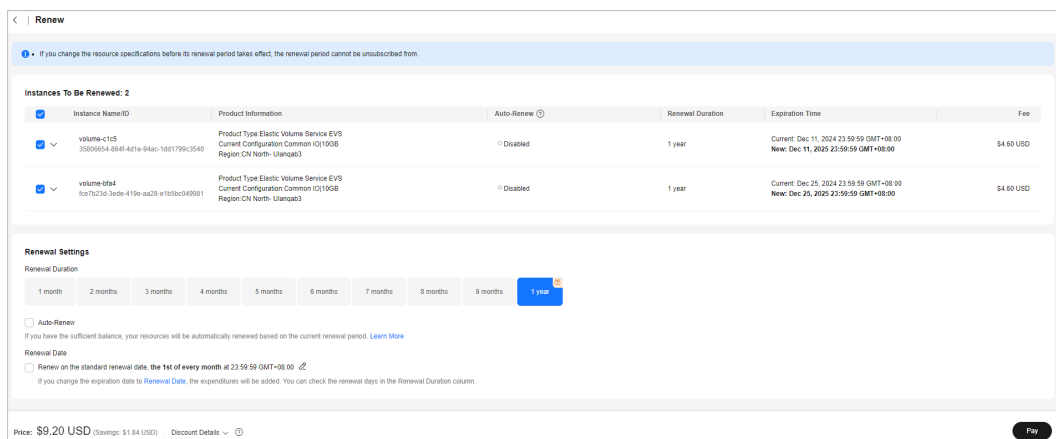


NOTE

- You can set the number of resources displayed on a page to 10, 20, 50, 100, or 200. The default value is 50.
- A maximum of 100 resources can be selected for enabling auto-renewal at a time. The Billing Center will tell you how many resources you have selected.



Step 6 Confirm the resource details, set the renewal duration, and click **Pay**.



Step 7 Select discounts, coupons, and a payment method. Then, click **Pay**. Once the payment is completed, your resources will be renewed.

Pay

Pay the orders in time. Otherwise, the earliest order will be automatically canceled in Nov 16, 2023 23:59:59 GMT+08:00.

Cloud Service Orders Select Discounts/Coupons

Order No.	Order Type	Service Type	Service Provider	Order Amount	Total
CS2311091657QD6EPS	Renewal	Elastic Cloud Server	HUAWEI CLOUD	\$70.80 USD	\$70.80 USD

Payment Method Payable: \$70.80 USD (tax: \$70.80 USD) ⓘ

Payment Options

Saved credit card (**** 0142)

New credit card (One-time payment. Card will not be saved)

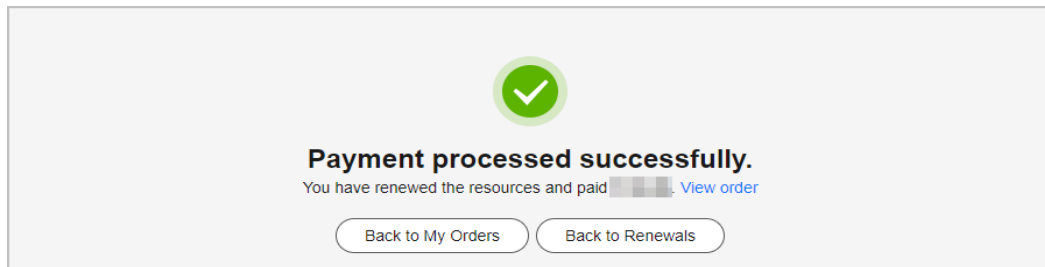
Amount Due \$70.80 USD
Exchange Rate 1 USD = 14.6468 ZAR
Amount Due 1,036.99 ZAR

Pay

NOTE

- One combined order is generated for renewals in a batch, and one discount can be selected for the order.
- Only one cash coupon can be used in each payment.

Step 8 Click **View order** to view the renewed resources. Click **Back to Renewals** to continue to renew other resources.



Step 9 Refer to these operations to obtain the resource IDs to renew resources in batches.

-----End

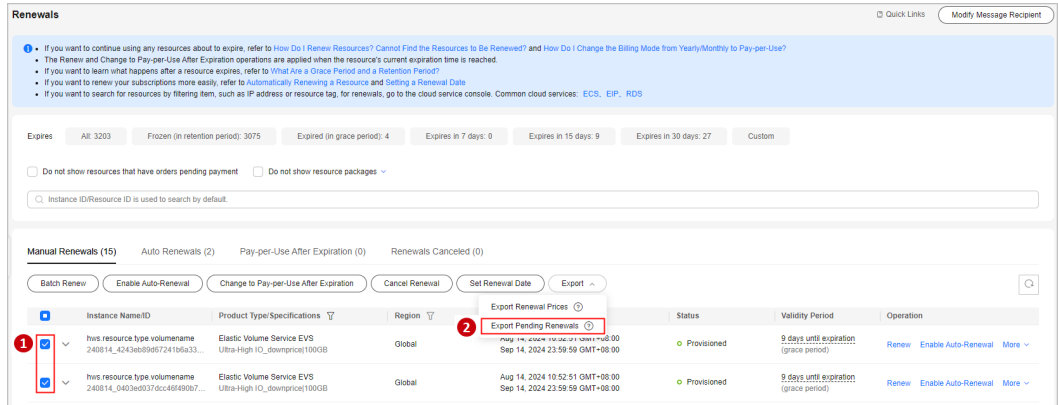
1.6 Batch Renewing Resources After the Renewal Funds Are Received

You can check the price in advance and apply for the funds from your company's finance department. After the funds are received, renew the resources.

Procedure

Step 1 Go to the [Renewals](#) page.

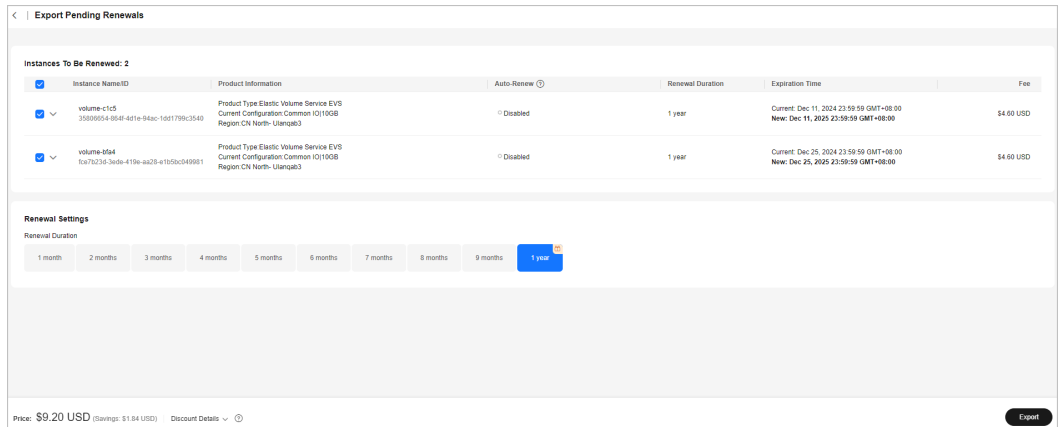
Step 2 Select resources to be renewed, click **Export**, and then select **Export Pending Renewals**.



NOTE

- By clicking **Export Renewal Prices**, you can export all found resources. A maximum of 10,000 resource data records can be exported at a time. For details, see [One-Click Export](#).
- By clicking **Export Pending Renewals**, you can export all selected resources to be renewed. A maximum of 200 resources can be exported at a time. For details, see [Batch Export](#).

Step 3 You can adjust the renewal duration as required, determine the renewal price in advance, and click **Export**.

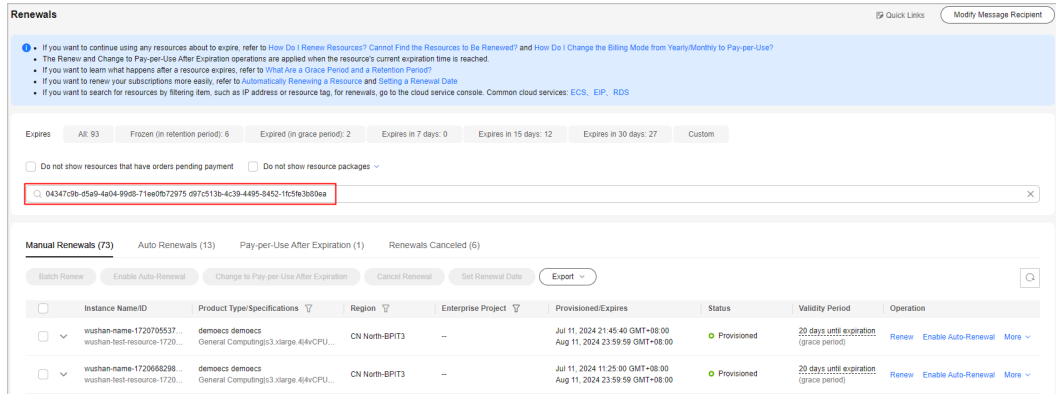


Step 4 On the **Export History** page, click **Download** in the **Operation** column to download the exported file. You can use the file to apply for renewal funds.



Step 5 After the funds are received, renew the resources in batches.

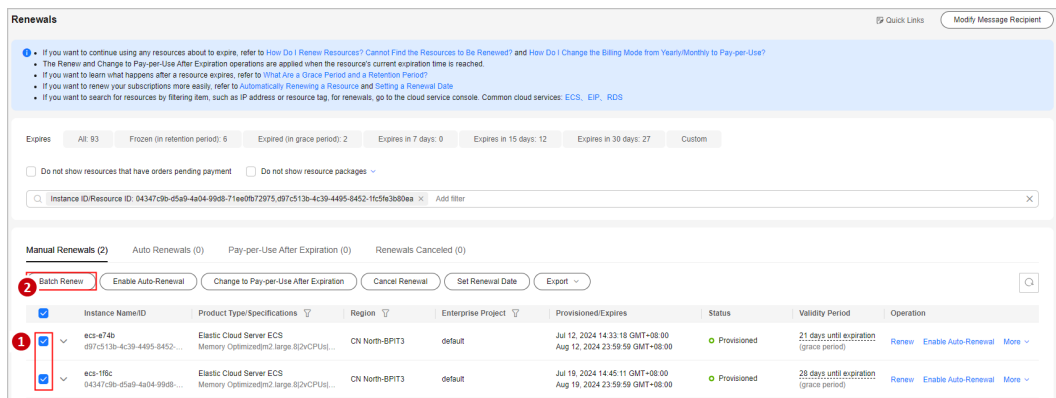
Step 6 Enter the IDs of the resources to be renewed, and press **Enter** to search the resources.



NOTE

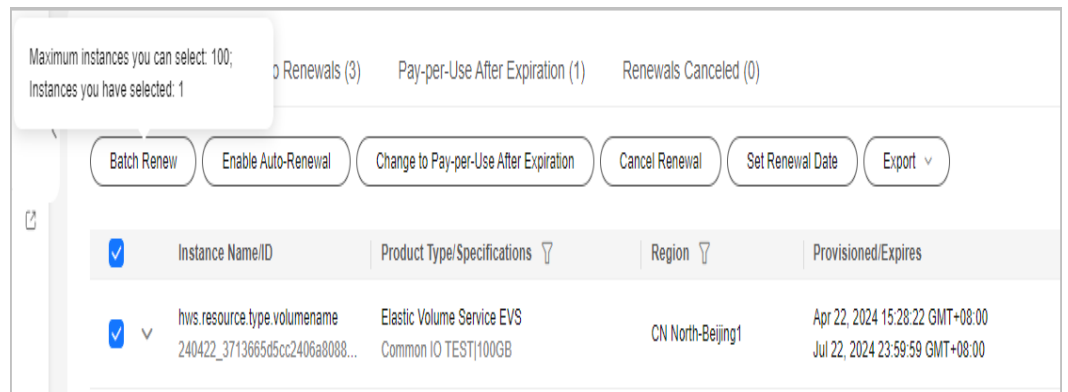
A maximum of 200 resource IDs can be entered at a time, and they must be separated with spaces or commas (,).

Step 7 Select the found resources, and click **Batch Renew** in the upper left corner of the list.

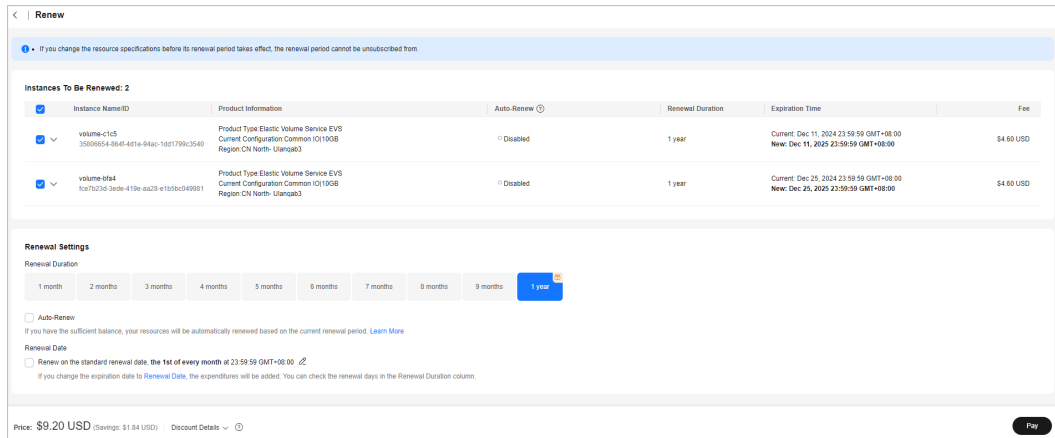


NOTE

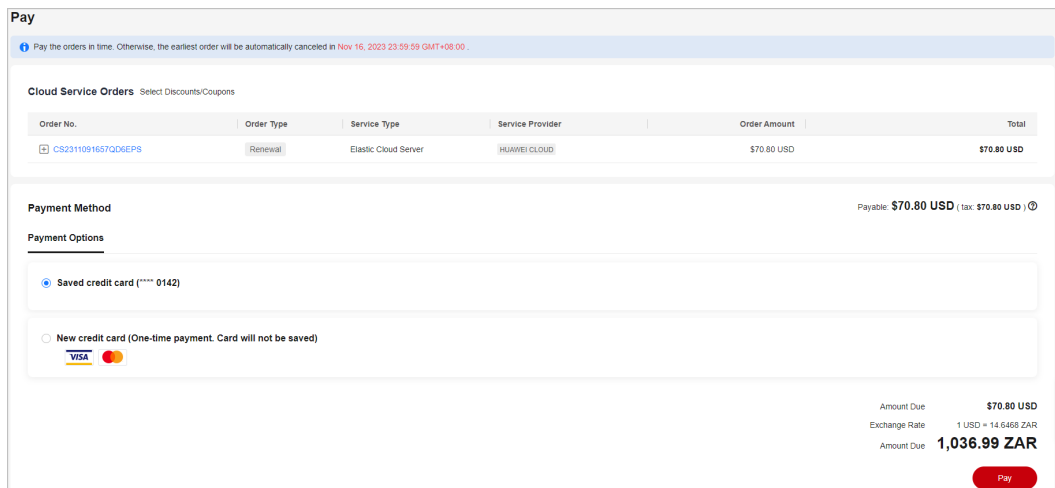
- You can set the number of resources displayed on a page to 10, 20, 50, 100, or 200. The default value is 50.
- A maximum of 100 resources can be selected for enabling auto-renewal at a time. The Billing Center will tell you how many resources you have selected.



Step 8 Confirm the resource details, set the renewal duration, and click **Pay**.



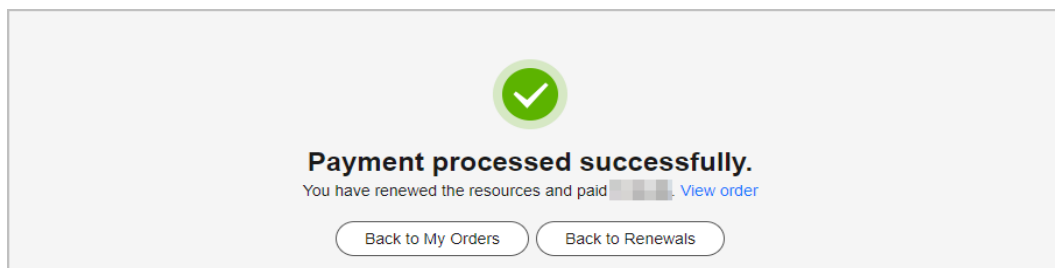
Step 9 Select discounts, coupons, and a payment method. Then, click **Pay**. Once the payment is completed, your resources will be renewed.



NOTE

- One combined order is generated for renewals in a batch, and one discount can be selected for the order.
- Only one cash coupon can be used in each payment.

Step 10 Click **View order** to view the renewed resources. Click **Back to Renewals** to continue to renew other resources.



Step 11 You can refer to these steps to learn the price of other resources to be renewed and apply for funds from your company's finance department. After the funds are received, you can renew the resources.

----End

