

# Huawei Cloud Meeting

## Billing

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# 1 Billing Overview

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In this document, you will learn about how Huawei Cloud Meeting is billed, how you can renew subscriptions, and what happens if your account goes into arrears.

- **Billing Modes**

Huawei Cloud Meeting provides yearly/monthly resources. For details about the billing mode, see [Billing Modes](#).

- **Billed Items**

You will be billed for cloud meeting rooms, hard terminal access accounts, and recording storage space. For details about the description and formulas for each billed item, see [Billing Items](#).

For more information about the billing samples and the billing for each item, see [Billing Examples](#).

- **Renewing Subscriptions**

If you want to continue using Huawei Cloud Meeting resources after they expire, you need to renew the subscription within the specified period. Otherwise, functions, such as participant quantity limit, single meeting duration, and recording may be affected.

You can renew your subscription manually or automatically. For details, see [Overview](#).

- **Viewing Bills**

You can choose **Billing & Costs > Bills** to check the transactions and bills of Huawei Cloud Meeting. For details, see [Bills](#).

- **Arrears**

If there is not a sufficient account balance to pay for your bill and there is no other payment method configured, your account will go into arrears. If you want to continue using your cloud services, you will need to top up your account in a timely manner. For details, see [Arrears](#).

- **Stopping Billing**

Meeting resources do not support self-service unsubscription. You are advised to estimate the resource usage in advance to avoid resource waste.

If you must unsubscribe from the resources, [submit a service ticket](#).

For details, see [Billing Termination](#).

# 2 Billing Modes

If you expect to use resources for a longer period, you can select yearly/monthly billing.

This section describes the billing rules for yearly/monthly meeting resources.

## Application Scenarios

If you want to ensure resource stability over a certain period of time, yearly/monthly billing is a good choice.

## Billed Items

[Table 2-1](#) describes billing items of Huawei Cloud Meeting.

**Table 2-1** Billed items

Billing Item	Description
Cloud meeting room	<ul style="list-style-type: none"><li>Billed on a yearly/monthly basis.</li><li>The specifications are 25 participants, 100 participants, 200 participants, 300 participants, and 500 participants.</li></ul>
Hard terminal access account	<ul style="list-style-type: none"><li>Billed on a yearly/monthly basis.</li><li>Access accounts for third-party meeting terminals, IdeaHubs, and Huawei professional meeting terminals.</li></ul>
Recording storage space	<ul style="list-style-type: none"><li>Billed on a yearly/monthly basis.</li><li>The available specification is 100 GB.</li></ul>

## Billed Usage Period

A yearly/monthly meeting resource is billed for the purchased duration. The billing starts from when you activated or renewed the subscription, and ends at 23:59:59 of the expiry date.

For example, if you purchased a one-year meeting resource on March 08, 2023, 15:50:04, the billed usage period is from March 08, 2023, 15:50:04 to April 08, 2023, 23:59:59.

## Billing Examples

Suppose you purchased one-year meeting resources (cloud meeting room, IdeaHub account, and recording storage space) on March 08, 2023, 15:50:04, and renewed the subscriptions for one more year before the initial subscription expired. The following usage periods will be billed:

- March 08, 2023, 15:50:04 to March 08, 2024, 23:59:59
- March 08, 2024, 23:59:59 to March 08, 2025, 23:59:59

You will be billed for both usage periods. Meeting resources are billed individually as described in [Table 2-2](#).

**Table 2-2** Formulas for billing yearly/monthly meeting resources

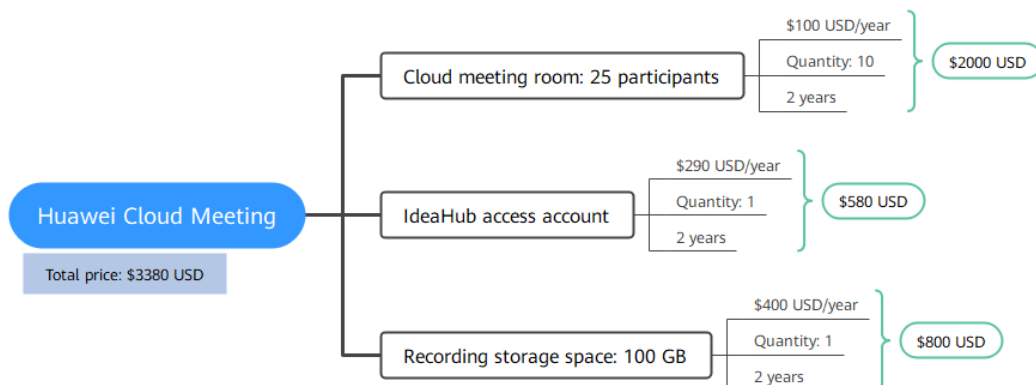
Resource	Formula	Unit Price
Cloud meeting room	Unit price of the cloud meeting room specification x Required quantity x Required duration	See <b>Resource Pricing</b> in <a href="#">Huawei Cloud Meeting Pricing Details</a> .
IdeaHub access account	Unit price of the IdeaHub access account x Required quantity x Required duration	See <b>Resource Pricing</b> in <a href="#">Huawei Cloud Meeting Pricing Details</a> .
Recording storage space	Unit price of the recording storage space specification x Required quantity x Required duration	See <b>Resource Pricing</b> in <a href="#">Huawei Cloud Meeting Pricing Details</a> .

[Figure 2-1](#) shows how the total price is calculated.

### NOTICE

The prices in the figure are just examples. The actual prices are those displayed on [Huawei Cloud Meeting Pricing Details](#).

Figure 2-1 Total price for Huawei Cloud Meeting resources



## Specification Change

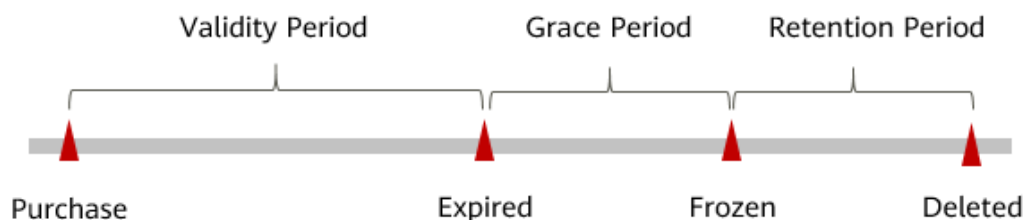
You can purchase new recording storage space and access accounts for third-party meeting terminals, IdeaHubs, and Huawei professional meeting terminals to increase the quota.

The quota of a cloud meeting room cannot be increased. To hold meetings with more participants, purchase a cloud meeting room with a higher quota.

## Impact of Expiration

Figure 2-2 shows the statuses a yearly/monthly meeting resource can go through throughout its lifecycle. After a meeting resource is purchased, it enters the valid period and runs normally during this period. If the resource is not renewed after it expires, before being deleted, it first enters a grace period and then a retention period.

Figure 2-2 Lifecycle of a yearly/monthly meeting resource



### Expiration Reminder

The system will send you a reminder (by email, SMS, or in-app message) 7 days before a yearly/monthly meeting resource expires to remind you to renew the subscription.

### Impact of Expiration

If your yearly/monthly meeting resource is not renewed after it expires, it changes to the **Expired** state and enters a grace period.

If the yearly/monthly meeting resource is not renewed after the grace period ends, its status turns to **Frozen** and it enters a retention period. You cannot perform any operations on the resource while it is in the retention period.

If the yearly/monthly meeting resource is not renewed by the time the retention period ends, the resource will be released and data cannot be restored.

 **NOTE**

- For details about the grace period and retention period, see [What Is a Grace Period of Huawei Cloud? How Long Is It?](#) and [What Is a Retention Period of Huawei Cloud? How Long Is It?](#)
- For details about renewal, see [Overview](#).



# 3 Billing Items

## Billing

You will be billed for cloud meeting rooms, hard terminal access accounts, and recording storage space. For details, see [Table 3-1](#).

**Table 3-1** Huawei Cloud Meeting billing items

Billing Item	Description	Billing Mode	Formula
Cloud meeting room	<ul style="list-style-type: none"> <li>The specification of a cloud meeting room affects the maximum number of participants in a meeting. The number of cloud meeting rooms affects the maximum number of meetings that an enterprise can hold at the same time.</li> <li>The specifications are 25 participants, 100 participants, 200 participants, 300 participants, and 500 participants.</li> <li>A purchased cloud meeting room can be used only after it is allocated to a user or meeting device. For details about how to allocate the cloud meeting room, see <a href="#">Managing Cloud Meeting Rooms</a>.</li> </ul>	Yearly/ Monthl y	<p><b>Unit price x Required duration x Required quantity</b></p> <p>For details about the unit price, see <a href="#">Cloud Meeting Room on Huawei Cloud Meeting Pricing Details</a>.</p>

Billing Item		Description	Billing Mode	Formula
Hard terminal access account	IdeaHub access account	Used to connect IdeaHubs to Huawei Cloud Meeting. Applies to IdeaHub S2/ES2/Board 3 and supports 1080p video.	Yearly/ Monthly	<b>Unit price x Required duration x Required quantity</b> For details about the unit price, see <b>Hardware Access Account</b> on <a href="#">Huawei Cloud Meeting Pricing Details</a> .
	Huawei professional meeting terminal access account	Used to connect Huawei professional meeting terminals to Huawei Cloud Meeting. Applies to meeting devices such as Huawei TE20, TE30, TE40, TE50, TE60, Box 300, Box 600 and Bar 300 and supports 1080p video.	Yearly/ Monthly	<b>Unit price x Required duration x Required quantity</b> For details about the unit price, see <b>Hardware Access Account</b> on <a href="#">Huawei Cloud Meeting Pricing Details</a> .
	Third-party hard terminal access account	Used to connect third-party hard terminals to Huawei Cloud Meeting. Applies to third-party meeting devices such as Cisco and Polycom and supports 1080p video. For details, see <a href="#">Third-Party Hard Terminals</a> .	Yearly/ Monthly	<b>Unit price x Required duration x Required quantity</b> For details about the unit price, see <b>Hardware Access Account</b> on <a href="#">Huawei Cloud Meeting Pricing Details</a> .
Recording storage space		<ul style="list-style-type: none"> <li>The capacity of recording storage space affects the upper storage limit of meeting recordings.</li> <li>The available specification is 100 GB.</li> <li>Users in an enterprise can use cloud recording only after the enterprise purchases the recording storage space.</li> </ul>	Yearly/ Monthly	<b>Unit price x Required duration x Required quantity</b> For details about the unit price, see <b>Recording Storage Space</b> on <a href="#">Huawei Cloud Meeting Pricing Details</a> .

# 4 Billing Examples

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## Billing Scenario

An enterprise purchased Huawei Cloud Meeting resources at 15:30:00 on March 18, 2023, including cloud meeting rooms, IdeaHub access accounts, and recording storage space. The resource configuration is as follows:

- Thirty 100-participant cloud meeting rooms
- Three IdeaHub access accounts
- 100 GB recording storage space

After a period of time, the enterprise found that the current specifications no longer met service requirements and purchased one-year resources, including ten 200-participant cloud meeting rooms and 100 GB recording storage space, at 15:30:00 on June 30, 2023.

So how much will the enterprise be billed for these meeting resources in this year?

## Billing Analysis

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### NOTICE

Unit prices in this example are used for reference only. The prices shown here are only estimates. As unit prices change from time to time, the prices shown here will differ from actual prices. For details, see the data released on [Huawei Cloud Meeting Pricing Details](#).

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In this scenario, we can calculate the prices for the resources.

**Table 4-1** Billing analysis

Billing Mode	Formula	Payment Period	Price
Yearly/Monthly	Cloud meeting room price: 100-participant room unit price x Required quantity x Required duration	One year (March 18, 2023 15:30:00 to March 18, 2024 23:59:59)	140 (price of a 100-participant room for one year) x 30 x 1 (year) = \$4200 USD
	Hard terminal access account price: IdeaHub access account unit price x Required quantity x Required duration		290 (price of an IdeaHub access account for one year) x 3 x 1 (year) = \$870 USD
	Recording storage space price: 100 GB storage unit price x Required quantity x Required duration		400 (price of 100 GB storage space for one year) x 2 x 1 (year) = \$800 USD
Yearly/Monthly	Cloud meeting room price: 200-participant room unit price x Required quantity x Required duration	One year (June 30, 2023 15:30:00 to June 30, 2024 23:59:59)	180 (price of a 200-participant room for one year) x 10 x 1 (year) = \$1800 USD
	Recording storage space price: 100 GB storage unit price x Required quantity x Required duration		400 (price of 100 GB storage space for one year) x 1 x 1 (year) = \$400 USD
<b>Total</b>			<b>\$8070 USD</b>

From March 18, 2023 15:30:00 to June 30, 2024 23:59:59, the enterprise needs to pay \$8070 USD for meeting resources.

# 5 Changing Resource Configurations

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After purchasing Huawei Cloud Meeting resources, if the resource specifications cannot meet service requirements, you can purchase new resources to expand the resource capacity.

## Precautions

The quota of a cloud meeting room cannot be increased. To hold meetings with more participants, purchase a cloud meeting room with a higher quota.

## Procedure

**Step 1** Go to the [Buy Meeting Resource](#) page.

**Step 2** Configure the required duration, and select the specifications and quantity of the cloud meeting rooms, access accounts for IdeaHubs, Huawei professional meeting terminals, and third-party meeting terminals, and recording storage space.

**Step 3** Click **Next: Confirm Order**.

After the payment is complete, you can use the newly purchased meeting resources.

----End

# 6 Renewing Subscriptions

## 6.1 Overview

### When to Renew Subscriptions

If yearly/monthly meeting resources are about to expire but you want to continue using functions, such as meeting duration, maximum number of participants, and recording, you need to renew the resource subscription within a specified period. Otherwise, these functions will be affected, the resources will be automatically released, and data will be lost and cannot be restored.

If you renew the resources before they expire, they will be retained and you can continue using the meeting functions. For details about meeting resource statuses after they have expired and the associated impacts, see [Impact of Expiration](#).

### How to Renew Subscriptions

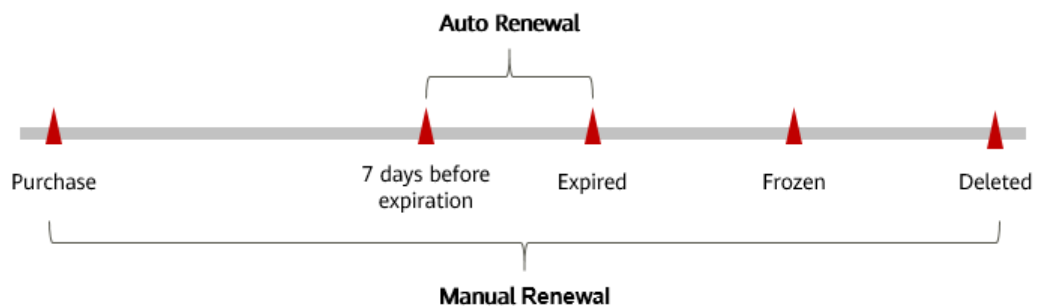
You can renew a yearly/monthly meeting resource manually or automatically.

**Table 6-1** Renewing a yearly/monthly meeting resource

Method	Description
<a href="#">Manually Renewing a Resource</a>	You can renew a yearly/monthly meeting resource on the console any time before it is automatically deleted.
<a href="#">Auto-renewing a Resource</a>	You can enable auto-renewal to automatically renew the meeting resource before it expires. This prevents resources from being deleted in case you forget to renew a subscription.

You can select a method to renew a yearly/monthly meeting resource based on the phase the resource is currently in.

**Figure 6-1** Selecting a renewal method based on the current phase of the meeting resource



- A meeting resource is in the **Running** state after it is provisioned.
- When a resource subscription expires, the resource status will change from **Running** to **Expired**.
- If you do not renew the subscription when the resource expires, the grace period will start. If you do not renew the subscription after the grace period ends, the resource status will change from **Expired** to **Frozen**.
- If you do not renew the subscription before the retention period expires, your resource will be automatically deleted.

**NOTE**

Both the grace period and retention period are 15 days. For details, see [What Is a Grace Period of Huawei Cloud? How Long Is It?](#) and [What Is a Retention Period of Huawei Cloud? How Long Is It?](#)

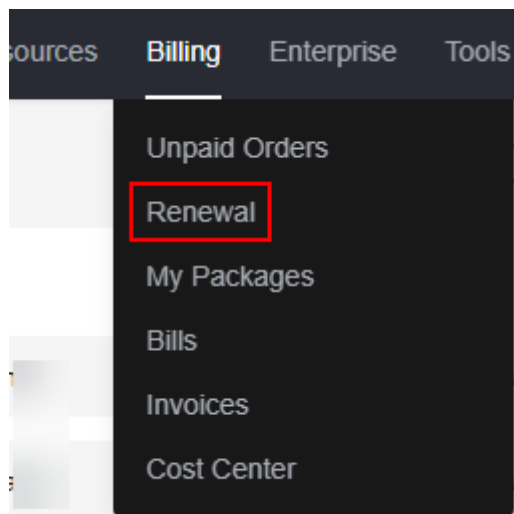
You can enable auto-renewal any time before a meeting resource expires. By default, the system will make the first attempt to charge your account for the renewal at 03:00, seven days before the expiry date. If this attempt fails, it will make another attempt at 03:00 every day until the subscription is renewed or expires. You can change the auto-payment date for renewal as required.

## 6.2 Manually Renewing a Resource

You can renew a yearly/monthly meeting resource on the console anytime before it is automatically deleted.

### Renewing a Subscription in Billing Center

- Step 1** Log in to the [Huawei Cloud Meeting console](#).
- Step 2** Hover over **Billing** in the upper part of the console.
- Step 3** Choose **Renewal** from the drop-down list.

**Figure 6-2** Renewal

**Step 4** On the **Manual Renewals**, **Auto Renewals**, and **Renewals Canceled** tabs, you can view the resources to be renewed.

You can move all resources that need to be manually renewed to the **Manual Renewals** tab page. For details, see [Enabling Manual Renewal](#).

**Step 5** Manually renew resources.

- Individual renewal: Click **Renew** in the **Operation** column for the desired resource.
- Batch renewal: Check the boxes for the desired resources, and click **Batch Renew** in the upper left corner.

**Step 6** Select a renewal duration and optionally select **Renew on the standard renewal date**. For details, see [Setting the Same Renewal Day for Yearly/Monthly Resources](#). Confirm the price and click **Pay**.

**Step 7** Select a payment method and make your payment. Once the order is paid for, the renewal is complete.

----End

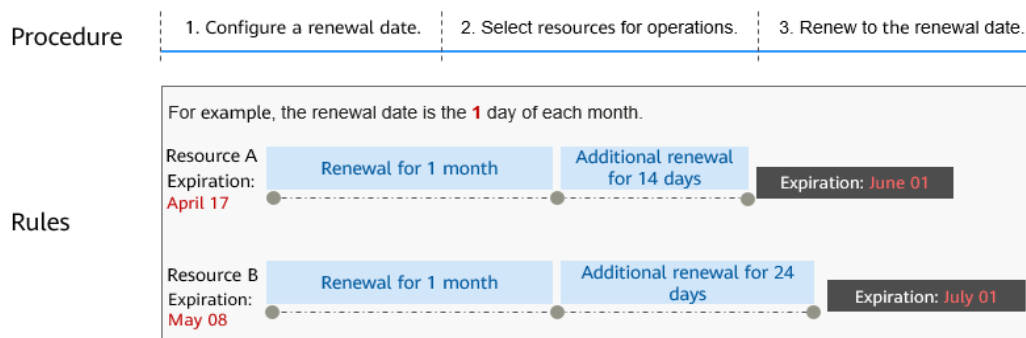
## Setting the Same Renewal Day for Yearly/Monthly Resources

If the meeting resources have different expiry dates, you can set the same renewal day, for example, the first day of each month, to make it easier to manage renewals.

In [Figure 6-3](#), a user sets the same renewal day for two resources that will expire at different dates.



**Figure 6-3** Setting the same renewal day for resources with different expiry dates



For more details, see [Renewal Date](#).

## 6.3 Auto-renewing a Resource

Auto-renewal can prevent meeting resources from being automatically deleted if you forget to manually renew them. The auto-renewal rules are as follows:

- The auto-renewal period of a meeting resource varies depending on how you enable auto-renewal.
- You can enable auto-renewal anytime before a meeting resource expires. By default, the system will attempt to charge your account for the renewal at 03:00, seven days before the expiry date. If this attempt fails, it will make another attempt at 03:00 every day until the subscription is renewed or expires.
- After auto-renewal is enabled, you can still renew the resource manually if you want to. After a manual renewal is complete, auto-renewal is still valid, and the renewal fee will be deducted from your account seven days before the new expiry date.
- By default, the renewal fee is deducted from your account seven days before the new expiry date. You can change this auto-renewal payment date as required.

For more information about auto-renewal rules, see [Auto-Renewal Rules](#).

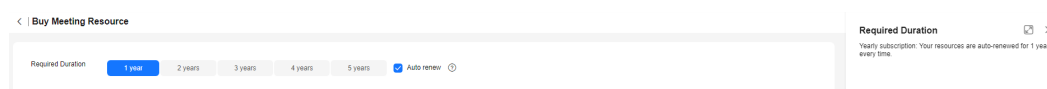
### Prerequisites

The yearly/monthly meeting resources have not expired.

### Enabling Auto-Renewal During Purchase

You can enable auto-renewal on the **Buy Meeting Resource** page.

**Figure 6-4** Enabling auto-renewal



The auto-renewal period of a meeting resource depends on the subscription term. Yearly subscriptions renew each year.

## Enabling Auto-Renewal on the Renewals Page

**Step 1** Log in to the [Huawei Cloud Meeting console](#).

**Step 2** Hover over **Billing** in the upper part of the console and choose **Renewal** from the drop-down list.

The **Renewals** page is displayed.

**Step 3** Select the search criteria.

- You can view the resources for which auto-renewal has been enabled on the **Auto Renewals** page.
- You can enable auto-renewal for resources on the **Manual Renewals** and **Renewals Canceled** pages.

**Step 4** Enable auto-renewal for yearly/monthly resources.

- Enabling auto-renewal for a single resource: Select the resource for which you want to enable auto-renewal and click **Enable Auto-Renew** in the **Operation** column.
- Enabling auto-renewal for multiple resources at a time: Select the resources for which you want to enable auto-renewal and click **Enable Auto-Renew** above the list.

**Step 5** Select a renewal period, specify the auto-renewal times, and click **Pay**.

----End

# 7 Bills

You can view the resource usage and bills for different billing cycles on the **Bills** page in the Billing Center.

## Bill Generation

Transaction records for yearly/monthly subscriptions are generated immediately after being paid for.

## Viewing Bills of a Specific Resource


**Step 1** Log in to the [Huawei Cloud Meeting console](#).

**Step 2** In the navigation pane, choose **My Meeting Resources**.

**Step 3** Copy the resource ID in the **Name/ID** column of the row containing the resource.

**Step 4** On the top menu bar, choose **Billing & Costs > Bills**.

The **Bills** page is displayed.

**Step 5** On the **Bill Details** tab, select **Resource ID** as the filter criteria, enter the resource ID obtained in [Step 3](#), and click the  icon.

By default, the bill details are displayed by usage and billing cycle. You can choose other display options as required. For details, see [Bills](#)

----End

## Checking the Consistency of the Actual Usage and Billed Usage

Assume that you purchased a one-year 100-participant cloud meeting room at 10:09:06 on April 8, 2023.

After the payment is complete, a bill is reported to the billing system in real time for settlement, as shown in [Table 7-1](#).

**Table 7-1** Cloud meeting room (100 participants) transaction records

<b>Service Type</b>	HUAWEI CLOUD Meeting (Meeting)
<b>Resource Type</b>	Virtual Meeting Room
<b>Billing Mode</b>	Yearly/Monthly-Year
<b>List Price</b>	List price on the official website = Unit price x Required quantity x Required duration The unit price can be obtained on the <a href="#">Huawei Cloud Meeting Pricing Details</a> page.
<b>Discounted Amount</b>	Discounts offered for cloud services, for example, commercial discounts, partner authorized discounts, and promotional discounts. It is the discounted amount based on the list price.
<b>Amount Due</b>	Amount that should be paid for used cloud services after discounts are applied.

# 8 Arrears

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If your configured payment method is unable to pay for your bill, your account will be in arrears. You will need to update your payment method or to top up your account in a timely manner if you want to continue using your meeting resources.

## Arrears Reason

You have purchased yearly/monthly meeting resources and enabled auto-renewal. However, your account balance is insufficient for auto-renewal.

## Arrears Impact

This is a pre-paid billing mode, so you can continue using yearly/monthly meeting resources even if your account is in arrears. However, you cannot perform operations such as purchasing new resources or renewing subscriptions, because they will generate new expenditures.

## Avoiding and Handling Arrears

Make sure you have a valid payment method configured as soon as possible after your account is in arrears. For details, see [Topping Up an Account](#).

# 9 Billing Termination

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Self-service unsubscriptions are not supported. You are advised to purchase a meeting package based on resource usage requirements.

If you must unsubscribe from the resources, [submit a service ticket](#).

# 10 Billing FAQ

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## What Meeting Resources Are Required for Connecting Huawei Hard Terminals to Huawei Cloud Meeting?

The following meeting resources are required for connecting Huawei hard terminals:

- Cloud meeting rooms
- Hard terminal access accounts

## What Hard Terminals Are Applicable to Huawei Professional Meeting Terminal Access Accounts?

Devices such as Huawei TE20, TE30, TE40, TE50, TE60, Box 300, Box 600 and Bar 300.

## How Do I Select a Meeting Recording Storage Space Specification?

Select a recording storage space specification based on the duration of meetings to record.

100 GB: ≥ 40 hours

## What Do I Do If the Number of Meeting Users Reaches the Upper Limit When I Add a User on the Huawei Cloud Meeting Management Platform?

You are advised to:

- Ask the user to join meetings anonymously.
- Purchase larger cloud meeting rooms to increase the number of meeting users. For details, see [Changing Resource Configurations](#).

## What Are Hard Terminal Access Accounts?

A hard terminal access account is required for connecting a hard terminal to Huawei Cloud Meeting.

- Use an access account to register a hard terminal with Huawei Cloud Meeting. Then you can use cloud meeting resources in your enterprise on the

hard terminal for conferencing. If meeting functions cannot be used after the hard terminal is connected, check whether your enterprise has sufficient cloud meeting resources.

- Purchase access accounts based on the device type and quantity. If the number of access accounts in your enterprise is less than the number of devices, some devices cannot be connected to Huawei Cloud Meeting.