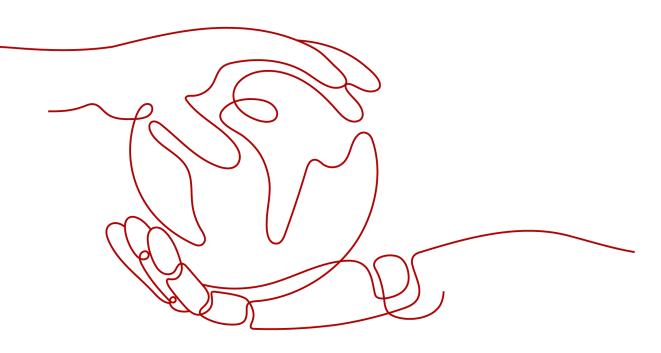
# Seller Guide

# Seller Guide

 Issue
 01

 Date
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HUAWEI TECHNOLOGIES CO., LTD.

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# **Security Declaration**

#### Vulnerability

Huawei's regulations on product vulnerability management are subject to the *Vul. Response Process.* For details about this process, visit the following web page:

https://www.huawei.com/en/psirt/vul-response-process

For vulnerability information, enterprise customers can visit the following web page: <u>https://securitybulletin.huawei.com/enterprise/en/security-advisory</u>

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# **1** Registration

1.1 Conditions for Registering with Huawei Cloud KooGallery

**1.2 Registration Process** 

# 1.1 Conditions for Registering with Huawei Cloud KooGallery

To become a seller on Huawei Cloud KooGallery, your company must meet the following requirements:

- 1. The company has been established for at least one year, complies with relevant laws and regulations, and has formal corporate qualifications.
- 2. The company has professional technical support and after-sales teams that can provide at least eight hours of online customer service for five days a week based on the time zone where product services are purchased.
- 3. The company has at least two salespersons, one for pre-sales and the other for after-sales.
- 4. The company has valid software copyright certificates or sales license certificates.
- 5. The company accepts and signs the Huawei Cloud KooGallery Seller Agreement, and carries out business cooperation according to the terms and conditions specified in the agreement.
- 6. The company accepts other related protocols and management regulations of Huawei Cloud.

# **1.2 Registration Process**

#### 1.2.1 Overview

The following figure shows an overall registration process for becoming a seller on KooGallery.



**NOTE** 

After your request for registering with KooGallery is approved, provide your business, bank, and tax information for certification. The settlement can be performed only after your business information is certified. For details, see **1.2.7 Certifying Business Information**.

# 1.2.2 Registering an Account and Logging In

#### Procedure

**Step 1** Register a Huawei Cloud account.

For details about how to register a Huawei Cloud account, see **Registering a HUAWEI ID and Enabling Huawei Cloud Services**.

#### **NOTE**

- When registering a Huawei Cloud account, select the country or region where your company is located as the registration address. If you cannot find your country or region in the country/region drop-down list, Huawei Cloud services are not available there.
- The company name used in registering with your Huawei Cloud account must be the same as the business entity name, bank account name, and invoicing entity name.
- Step 2 Log in to Huawei Cloud KooGallery.
  - 1. Go to the **KooGallery** homepage.
  - 2. Click **Log In** in the upper right corner to go to the login page.
  - 3. Enter a Huawei Cloud account and password and click Log In.

----End

# 1.2.3 Real-Name Authentication

Complete enterprise real-name authentication before registering as a seller. For details about real-name authentication, see **Enterprise Real-Name Authentication**.

# 1.2.4 Filling in a Registration Application

This section describes the review criteria for KooGallery registration. Strictly follow the instructions for filling in an application during registration.

Applications such as KooGallery registration and seller information modification applications will be reviewed within **three working days**.

**Table 1-1** describes how to fill in an application for registering with Huawei Cloud KooGallery.

ltem	Criteria			
Website	Enter the company's official website address starting with http or https. The address must be accessible. Do not enter the login address of your products.			
Logo	<ul> <li>Upload a JPG, JPEG, or PNG image with no more than 5 MB. The recommended image size is 168 x 80.</li> <li>Ensure that the logo is complete and clearly visible. Deformed, incomplete, or blurry logos will not be approved. You can check the logo in the preview area.</li> <li>Do not modify the extension of the logo file, for example, changing .png to .jpg. Otherwise, the logo file cannot be uploaded.</li> </ul>			
Business term	Select an option based on your business qualification.			
Number of employees	Select an option as required.			
Registered capital	Enter your actual registered capital.			
Contact name/mobile number/email address				
Contact address Enter the address on the latest business license. Select the country/region, province/state, and city, and enter the deta company address and postal code.				
Customer service hotline/email	Enter a valid customer service hotline and email address. The information will be displayed on the product details page. Ensure that phone calls and emails can be replied within 24 hours.			

Table 1-1 Instructions for filling in a registration application

ltem	Criteria			
Business license	Upload the latest business license.			
Company introduction	<ul> <li>Write the company profile in English. The profile will be displayed to customers on your store page.</li> </ul>			
	<ul> <li>Introduce the business scope and highlights of your company.</li> </ul>			
	• Do not paste external information such as links. Otherwise, an error will be reported when the information is submitted.			
Agreement	Read and agree to the agreement.			

#### 

If you have any other questions, send an email to partner@huaweicloud.com to contact Huawei Cloud KooGallery.

## 1.2.5 Applying for Registration

To be a Huawei Cloud KooGallery seller, your account must meet the following conditions:

- A Huawei Cloud account
- An enterprise account
- Not joined the Cloud Solution Provider Program.
- Not an Identity and Access Management (IAM) account
- Not registered with Huawei Cloud KooGallery

#### Procedure

- Step 1 Log in to the Huawei Cloud KooGallery homepage.
- **Step 2** Click **Sell in KooGallery** in the upper right corner of the page.
- **Step 3** Click **Sign Up as a Seller** on the page that is displayed.



**Step 4** Fill in the information as required.

	Sign Up as a KooGallery Seller
	Basic Information > Tax Information > Contact Information > Other Information
	Company Name ③ Website Ensure that your company website supports English and can be visited.
	* Length of Business Operations   * Number of Employees Select
	Registered Capital (USD)
	* Business License Add File Max. file size: 5 MB. Supported file formats: BMP, JPG, JPEG, PNG, PDF
	C Save
K	Basic Information       > Tax Information       > Contact Information       > Other Information
	This statement is required in order for HUAWEI Cloud to adhere to the obligations of platform operators under COUNCIL DIRECTIVE (EU) 2021/514      By accepting this statement, you confirm that:     -you do not have corporate income tax registration or permanent establishment in any EU country; or     -even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.     even if you have corporate income tax registration or permanent establishment in any EU country.
	Save Previous Next

Sign Up as a KooGallery Seller
Basic Information > Tax Information > Contact Information > Other Information
Contact Information Enter the contact information of your company, so that the KooGallery operations team can contact you.
* Contact Name
- Contact vame
* Contact Phone Number
-5det
* Contact Email Address
Customer Service
The following information will be displayed on the seller details page for customer consulting. Ensure that the information is valid. * A verification email will be sent to this email address during registration review. Reply to the email in time so that the
review can be completed.
* Customer Service Phone Number
-58kd- v
* Customer Service Email Address
* Contact Address
Poland V -Select- V -Select- V
Post, building, street Posts
P 000, Quanty, 1998
C Save Previous Next
Sign Up as a KooGallery Seller
Basic Information > Tax Information > Contact Information > Other Information
* Company Logo
۲
Add Company Logo
Max. file size: 5 MB. Supported file formats: JPG, JPEG, PNG. Recommended resolution: 168 x 70 px.
така перикари так учирочном пертопана и дул кад така, поколпонтика поминала. Ток и та рис
Rejected Logo Examples
🚵 Businesslogo 🔛 BuSinesslogo
Incomplete Deformed Blurry
* Company Introduction
01/000
01000
01000
01000
C Save

#### D NOTE

• Website

Ensure that your company website supports English and can be visited.

Company Logo

Ensure that your company logo is completely and clearly displayed in the preview area.

Registered Address

By default, the registration address of your Huawei Cloud account is used.

• Email Address

Ensure that your email address is valid. If customers purchasing your products cannot contact your company or they do not receive any reply from you after sending emails for multiple times, KooGallery will remove your products from the catalog.

# Step 5 Confirm the information, select I have read and agree with the terms in HUAWEI CLOUD KooGallery Seller Agreement, and click Submit.

The application will be reviewed within three working days. The review results will be sent to the email address and the mobile number (if any) bound to your Huawei Cloud account.

#### **NOTE**

- A company entity can only be used to register with KooGallery once.
- The company entity of a registered seller cannot be changed. If you change your company entity, register a new account and submit a new request to register with KooGallery.

----End

#### Modifying Seller Information

• After you become a seller, you can perform the following operations to update the seller information:

Log in to the Seller Console, choose Seller Information in the navigation pane,

and click  $\boxed{M}$  on the displayed page to modify the basic information.

The modified information will be reviewed. The review results will be sent to the email address and the mobile number (if any) bound to your Huawei Cloud account.

• To change your company name, go to the My Account page.

#### NOTICE

- The company name must be the same as that in the business license.
- After changing the company name on the **My Account** page, go back to the **Seller Console > Seller Information** page, change the company name, and submit the modified information for approval.

# **1.2.6 Updating the Seller Information**

After registration, you can update the seller information in either of the following ways:

Go to the **Seller Management > Seller Information** page, click M next to **Seller Information**, and modify the basic information. The modified information will be reviewed.

skr Mangar A jake Salar	eller Console		Seller Information	
salacitanti Company Logo encompany Logo encompany Logo encompany Logo encompany Logo encompany Logo Company	Seller Information	•	Account	Кеу
approferent now Conference in the Conference in	ansaction			
Company Name Basiness Tem Number of Employees Replaned Capital Basiness Lonnes Company Website	pplication Tools	Ŧ		
Norbor of Engloyees Registrand Capital Bushrees Loranse Campany Withole	isets			
Builtees Liorne Company Website			Company Name	Business Term
			Number of Employees	Registered Capital
			Business License	Company Website
Company Introduction			Company Introduction	

#### **NOTE**

- To change your company name, update the real-name authentication information first. Then modify the seller information and upload the new business license in the Seller Console.
- After you submit the modified information, Huawei Cloud KooGallery will review it within three working days. The review result will be sent to the customer service email address and your contact's mobile number provided during seller registration.

# **1.2.7 Certifying Business Information**

#### Scenario 1: Registration After December 1, 2022

If you successfully registered as a seller after December 1, 2022, complete business information certification, so that you can release products and settle the payments.

You shall provide the tax and bank information of your company for settlement, including the bank account and tax rate. If the information is missing or inaccurate, Huawei Cloud cannot generate bills for settlement.

#### **NOTE**

The default contracting party is Sparkoo Technologies Singapore Pte. Ltd. You can sell products in a region after you complete business information certification in that region.

#### **Performing Business Information Certification**

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Seller Management > Tax and Bank Info to access the Tax and Bank Info page.

Click the Uncertified tab.

Seller Console	Tax and Bank Info
Seller Management	• You can release pad products on Kookalery and sell item in a region only after you complete bank and tax info certification in the region.
Tax and Bank Info	Al Uncertified Verified Certifying Certification failed
Product Management •	Cathy
Promotions • Transaction Management	Caty
Application Tools	1.100
Resource Orchestration	Conty

#### **Step 3** Click **Certify** on the right of a contracting party.

Tax and	fax and Bank Info					
6	You can release pa	id products on K	ooGallery and sell t	hem in a region o	only after you complete bank and tax info certification in the region.	
All	Uncertified	Verified	Certifying	Certification	n failed	
						Certify
						Certify
						Certify

**Step 4** Enter the basic information, tax information, and financial contact information of your company. Select I have read and agree to the Privacy Statement of Business Information Qualification, and click Next.

Country/Region	
* State/Province	Diber •
* City	Baz 🔻
* Address	1121
Tax Information	
* Tax Registration ⑦ Number	Example:X99999999X
Financial Contact Inform	ation
Fill in your company's financial	contact so that Huawei financial personnel can communicate with him or her about problems with invoice or bank information.
* Last Name	
* First Name	
* Mobile Number	+852(Hong Kong SAR, China) 🔻
* Email	
Ne	vt Gancel

**NOTE** 

You only need to select I have read and agree to the Privacy Statement of Business Information Qualification in the first certification.

**Step 5** Fill in the bank information and click **Next**.

Business Information			
	on will be reviewed within an hour. Once appro il and an SMS notification after the certification		n is completed. r application is rejected, you can view the reason, modify the information, and submit a new application
Commercial information ce	rtification involves much professional financial	information. You a	re recommended to ask the financial personnel of your company to fill in the information.
1 Fill in Company Information -			ele the Associated ar Survey
Bank Information			
* Bank Country/Region	Hong Kong(HK)	*	
* Bank Name	Select the bank.		Enter the bank name if it is not on the list. Enter the name if it is not on the list.
* Branch Name	Select the branch.		Enter the branch name if it is not on the list.Enter the name if it is not on the list.
* Bank Account	growcloudtixi001		The bank account must be consistent with the company name.
* Bank Account Number			
* Payment Currency (?)	USD	٠	
Intermediary Bank	equired to facilitate international transfer and s	ettlement of funds,	enter the intermediary bank information.
Bank Name			
SWIFT Code			
Bank Account Number			
	Previous Next Cancel	]	

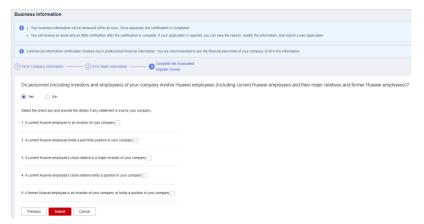
#### **NOTE**

The bank account name must be the same as the name of your company. Transactions will be settled with your company in the selected currency. The following table lists the available settlement currencies.

No.	Cod e	Contracting Party	Settlement Currencies
1	582 1	Sparkoo Technologies Chile SpA	CLP and EUR
2	554 1	Sparkoo Technologies Singapore Pte. Ltd.	EUR, CNY, HKD, SGD, and JPY
3	553 1	Sparkoo Technologies Hong Kong Co., Limited	EUR, CNY, HKD, SGD, and JPY
4	589 1	Sparkoo Technologies (Thailand) Co., Ltd.	THB and EUR
5	580 1	Sparkoo Technologies Arabia Co., Ltd.	SAR and EUR
6	591 1	SPARKOO TECHNOLOGIES SOUTH AFRICA (PTY) LTD	ZAR and EUR
7	418 1	HUAWEI TECHNOLOGIES AFRICA (PTY) LTD	ZAR and EUR
8	608 1	Huawei Technologies De Mexico, S.A. De C.V.	MXN and EUR
9	585 1	Sparkoo Technologies PERU S.A.C.	EUR

No.	Cod e	Contracting Party	Settlement Currencies
10	586 1	SPARKOO TECNOLOGIAS DO BRASIL LTDA	BRL (available for companies in Brazil) and EUR (required for companies outside Brazil according to Brazil's laws and regulations)

Step 6 Complete the associated supplier survey, and click Submit.



#### Step 7 In the displayed Information dialog box, click OK.

After submitting the information, wait for the review.

**NOTE** 

- Your business information will be reviewed within one business day. Once approved, the certification is completed.
- When business information certification is complete, the default sales regions of your products are all sales regions of the contracting party. For details about how to change the sales regions, see **5.6 Configuring Sales Regions**.
- After the certification, you will receive an email and an SMS notification. If your certification request is rejected, you can view the reason, modify the business information, and submit a new certification request.
- If the certification fails, submit a service ticket.
- If the information fails certification for three consecutive times, you are not allowed to submit the certification request again. To perform the certification again, **submit a service ticket**.

----End

#### **Modifying Business Information**

- **Step 1** Go to the **Seller Console**.
- Step 2 In the navigation pane, choose Seller Management > Tax and Bank Info to access the Tax and Bank Info page.

Seller Console	Tax and Bank Info
Seller Management Seller Information	the carrot relaxer paid marketplace services until your tax and banking information have been verified.     Soften your tax and banking information.
Tax and Bank Info	
Transaction Management	•
Application Tools	•

Step 3 Click Recertificate on the right of the target contracting party.

	Tax and Bank Info
eller Management   Seller Information	You can integer pad production Rootalway and set them in a region only after you complete bank and tax into certification in the region.
Tax and Bank Info	All Uncertified Verified Certifying Certification failed
tansaction +	Details Scorebox
pplication Tools 👻	Drist: Boorticue

**Step 4** Click **Recertificate** in the upper right corner of the page.

iness Information			
Certified successfully	Certification time		Modify Finance Contact Information Recertificate
Company Information B	ank Information		
Basic Information			
Company Name		City	
Registration Country/Region		Registration State/Province	
Registration Address			
Financial Contact			
Last Name		Mobile Number	
First Name		Email	

- **Step 5** In the dialog box that is displayed, click **OK**.
- **Step 6** Modify the basic information, tax information, and financial contact information, and click **Next**.
- **Step 7** Modify the bank information and click **Next**.
- Step 8 Complete the supplier survey and click Submit.

**NOTE** 

- Exercise caution when submitting the business information change application. Once the application is submitted, Huawei Cloud cannot perform settlements for you before the certification is completed.
- If you have any questions when modifying the business information, **submit a service ticket**.

----End

#### Scenario 2: Registration Before December 1, 2022

To comply with local laws and regulations and provide better services, Huawei Cloud KooGallery will change the Huawei Cloud contracting party for sellers registered before December 1, 2022. You need to perform operations on the **Seller Console**.

The new contracting party is Sparkoo Technologies Singapore Pte. Ltd. and its affiliates. Product release and settlement are available after you complete business information certification. Pay attention to the following items:

- 1. After you log in to the Seller Console and select the checkbox to confirm that you agree to the change, the rights and obligations under all agreements entered between you and Huawei Services (Hong Kong) Co., Limited will be transferred to the new contracting party.
- 2. Orders not settled will be settled by the new contracting party. Complete business information certification to facilitate settlement.
- 3. The settlement currency varies by the contracting party. The currency you select during business information certification is used. You can view the currency in the Partner Center.

#### **Certifying Business Information**

**Step 1** Go to the **Seller Console**. A dialog box is displayed, prompting you to sign an agreement with Sparkoo Technologies Singapore Pte. Ltd. Select the agreement checkbox and click **OK**.

1 Note	×
Dear Partner	
The Contracting Party of Huawei Cloud Huawei Services (Hong Kong) Co., Limited will be changed to Sparkoo Technologies Singapore Pte. Ltd and its Affiliate. Please pay attention to the following,	
1, After you click, I agree to accept this notice, your rights and obligation under all agreement signed with Huawei Services (Hong Kong) Co., Limited will be transferred to the new Contracting Party.	
2, The order that have not been settled by the original Contracting Party will be settled by the new one, so that you need to finish the Business Information Certification for the new Contracting Party.	
<ol> <li>The settlement currency may be changed with the Contracting Party change, you can check in the Partner Center.</li> </ol>	
I have read and agree to the agreements below.	
Huawei Cloud KooGallery Seller Agreement	
OK Cancel	

Step 2 In the navigation pane, choose Seller Management > Business Information Certification. On the Business Information Certification page, click the Uncertified tab and supplement the business information required by Sparkoo Technologies Singapore Pte. If you have sales plans in other regions, supplement the business information required by the corresponding contracting parties by referring to 5.6 Configuring Sales Regions.

Seller Console		Tax and Bank Info	
Seller Management Seller Information Tax and Bank Into	•	You can referee paid products on flowCullery and sell them in a region only after you complete bank and too who cellification in the region.     Al Uncontinee Verified Centryling Centrationation failed	
Cloud Services Product Management Promotions	•		Cartify
Transaction Management	•	a sea forega literat	Certify
Application Tools Resource Orchestration	•		Certify

Step 3 Click Certify on the right of a contracting party.

and Bank Info			
You can release pa	iid products on KooGallery ar	sell them in a region only after you complete bank and tax info certification in the region.	
VI Uncertified	Verified Certifyin	g Certification failed	
			Certify
			Certify
			Certify

**Step 4** Enter the basic information, tax information, and financial contact information of your company. Select I have read and agree to the Privacy Statement of Business Information Qualification, and click Next.

Country/Region				
* State/Province		Dibër	*	
* City		Baz	*	
* Address		1121		
Tax Information				
* Tax Registration	?			
Number	÷	Example:X99999999X		
Financial Contact	Informa	tion		
Fill in your company's f	inancial o	contact so that Huawei financial personnel ca	an communicate with	him or her about problems with invoice or bank information.
* Last Name				
* First Name				
* Mobile Number		+852(Hong Kong SAR, China) 💌		
* Email				
— г	Ne	Cancel		

#### D NOTE

You only need to select I have read and agree to the Privacy Statement of Business Information Qualification in the first certification.

**Step 5** Fill in the bank information and click **Next**.

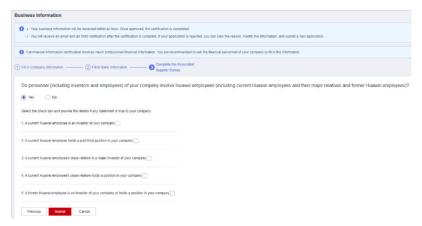
Business Information			
	on will be reviewed within an hour. Once appro il and an SMS notification after the certification		n is completed. application is rejected, you can view the reason, modify the information, and submit a new application
Commercial information ce	rtification involves much professional financial	information. You a	e recommended to ask the financial personnel of your company to fill in the information.
1 Fill in Company Information			ete the Associated in Survey
Bank Information			
* Bank Country/Region	Hong Kong(HK)	*	
* Bank Name	Select the bank.		Enter the bank name if it is not on the list.Enter the name if it is not on the list.
* Branch Name	Select the branch.	•••	Enter the branch name if it is not on the list.Enter the name if it is not on the list.
* Bank Account	growcloudtixi001		The bank account must be consistent with the company name.
* Bank Account Number			
* Payment Currency (?)	USD	•	
Intermediary Bank	equired to facilitate international transfer and s	ettlement of funds,	enter the intermediary bank information.
Bank Name			
SWIFT Code			
Bank Account Number			
	Previous Next Cancel		

#### **NOTE**

The bank account name must be the same as the company name. Generated transactions will be settled with your company in the selected currency. The following table lists the available settlement currencies.

No.	Cod e	Contracting Party	Settlement Currencies
1	582 1	Sparkoo Technologies Chile SpA	CLP and EUR
2	554 1	Sparkoo Technologies Singapore Pte. Ltd.	EUR, CNY, HKD, SGD, and JPY
3	553 1	Sparkoo Technologies Hong Kong Co., Limited	EUR, CNY, HKD, SGD, and JPY
4	589 1	Sparkoo Technologies (Thailand) Co., Ltd.	THB and EUR
5	580 1	Sparkoo Technologies Arabia Co., Ltd.	SAR
6	591 1	SPARKOO TECHNOLOGIES SOUTH AFRICA (PTY) LTD	ZAR
7	418 1	HUAWEI TECHNOLOGIES AFRICA (PTY) LTD	ZAR
8	608 1	Huawei Technologies De Mexico, S.A. De C.V.	MXN and EUR
9	585 1	Sparkoo Technologies PERU S.A.C.	EUR

Step 6 Complete the associated supplier survey, and click Submit.



Step 7 In the displayed Information dialog box, click OK.

After submitting the information, wait for the review.

#### **NOTE**

- 1. Your business information will be reviewed within one business day. Once approved, the certification is completed.
- 2. When business information certification is complete, the default sales regions of your products are all sales regions of the contracting party. For details about how to change the sales regions, see **5.6 Configuring Sales Regions**.
- 3. After the certification, you will receive an email and an SMS notification. If your certification request is rejected, you can view the reason, modify the business information, and submit a new certification request.
- 4. If the certification fails, submit a service ticket.
- If the information fails certification for three consecutive times, you are not allowed to submit the certification request again. To perform the certification again, submit a service ticket.

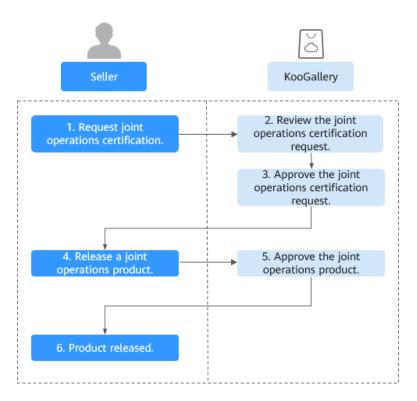
----End

# 1.2.8 Huawei Cloud KooGallery Seller Agreement

Your use of Huawei Cloud KooGallery is subject to the **Huawei Cloud KooGallery Seller Agreement**. Huawei Cloud reserves the right to take actions upon any violations against the terms.

# **2** Joint Operations Certification and Product Access

#### **Process Flow**

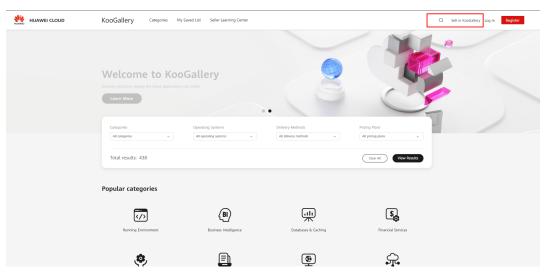


#### **Prerequisites for Releasing Joint Operations Products**

- 1. You have registered as a Huawei Cloud KooGallery seller by following instructions in **1.2 Registration Process**.
- 2. You have completed joint operations certification for the products to be released.
- 3. The entity of the company performing joint operations certification must be the same as that of the company releasing the products.

#### **Requesting Joint Operations Certification**

**Step 1** Log in to the KooGallery homepage using your Huawei Cloud account and click **Seller Console** in the upper right.



**Step 2** In the navigation pane, choose **Product Management** > **Joint Operations Certification**.

er Console	Joint Operations Certification				
r Management 🔹 👻	Submit Certification Request Release	Joint Operations Product	Delivery Method Al	I T Status All	Enter a product name. Q
d Services	Primary Product Name	Delivery Method	Status	Submitted Time J≣	Operation
uct Management					
Phone As					
int Operations etification					
Applications					
ifts					
iduct Attributes					
sale Discounts					у
ud Servers					у
lions 👻					
ction					
rement					
ation Tools 🔹 🔻	V 0161031	LINGOOMIGI GELVINEO	Et increasing	080 12, 2020 10.02, 14 OWL 100.00	Develop Copy
rce Orchestration	10 💌 Total Records: 35 < 1 2	3 4 >			

#### D NOTE

If you have not signed the agreement to join the Joint Partner Program, a message will be displayed on the **Joint Operations Certification** page. Click **Join** to read and sign the required agreement. **This agreement needs to be signed only when you request joint operations certification for the first time.** 

Seller Console	Joint Operations Certification
Seller Management 🔹	
Product Management	
My Products	
Joint Operations Certification	1 Join Joint Partner Program
My Applications	City joint partners can request certification. Join the
Drafts	Joint partner program first.
Product Attributes Resale Discounts	
100000 0000000	
Seller Console /	Join Huawei KooGallery Joint Operations Program
Join Hu	awei KooGallery Joint Operations Program
Join this plan	to jointly operate products with Huawei KooGallery.
L have re	ead and agree to the Huawei Cloud KooGallery Joint Operation Products Vendor Agreement
OK	Cancel
Seller Console / Join Huawei (	CloudGallery Joint Operations Program
	•
	You have joined the Huawei Cloud KooGallery Joint Operations Program.
	Back to Cloud KooGallery

**Step 3** Click **Download Certification Material Templates** in the upper right corner of the page. In the dialog box that is displayed, click **Download All** to download the templates of all required materials.

ler Console	Joint Operations Certification				2 J. Download Certification Material Temp
er Management 🛛 👻		t Operations Product	Delivery Method All	• Status All	Enter a product name. Q
ud Services	Submit Centrication Request	t Operations Product	Derivery method All	▼ Status All	Emer a product name. Q C
duct Management					
My Products					
Joint Operations Certification					
Ay Applications	-				
Irafts					
roduct Attributes					
esale Discounts					
loud Servers					
otions 👻					
saction 🗸					
egement					
urce Orchestration	10 • Total Records: 35 < 1 2 3 4	>			
ts .					

**Step 4** Click **Submit Certification Request** in the upper left corner of the **Joint Operations Certification** page.

Seller Console	Joint Operations Certification				4. Download Certification Material Templat
Seller Management 🔹	Submit Certification Request Release J	oint Operations Product	Delivery Method All	▼ Status All	Enter a product name. Q. C
Cloud Services	Primary Product Name	Delivery Method	Status	Submitted Time ↓≣	Operation
My P					
Joint Operations Certification					
My Applications					
Drafts					
Product Attributes					
Resale Discounts					У
Cloud Servers					У
Promotions -					
Transaction .	~				
Application Tools •	V 0121031		Let menanity	089 12, 2020 10.02, 19 0191 100.00	Creveno - Copy
Resource Orchestration	10 • Total Records: 35 < 1 2 3	4 >			
Assets					

**Step 5** On the **Submit Certification Request** page, enter and submit the information about your company, product, certification, compliance, and contact as prompted.

1. Submit company information.

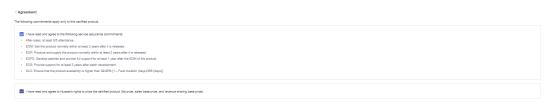
The name, introduction, business terms, and business license of your company are obtained from your seller account and cannot be modified.

Company Info	
Business Term: 3-5 years	Employees: < 50



2. Sign the agreements.

Select I have read and agree to the following service assurance commitments and I have read and agree to Huawei's rights to price the certified product (list price, sales base price, and revenue sharing base price) for the product to be certified.



3. Submit product information.

Enter the basic information about the product to be certified and select the same delivery method as in the quotation.

If multiple products are involved, click **Create Supporting Product** to add them.



4. Submit contact information.

Enter the name, mobile number, and email address of the business contact of your company. The system will send the certification progress to the contact by SMS or

email. Ensure that the email address and mobile number are correct. The system will also send an internal message to your seller account.

If a Huawei contact is available, enter their name, mobile number, and email address. The Huawei contact can query the certification progress in the system and receive an SMS message from the system. Ensure that the email address and mobile number are correct.

Contact Information	
* Business Contact	
* Contact Number	
* Email Address	
* Huawei Contact	et 0 et 1
	Humai Contact Name
	* Hazel Cotad Nather
	* Have Contact Email Address

5. Submit certification materials.

Fill in the templates downloaded in **Step 3** as required and upload the materials.

Certification Materials		
* Materials	Luber File	
	- Do not contain compressed paintages in the paidage to uplicad. Supported the speci in a package: BMP, JPG, JPEG, PNG, GIF, DOCK, XLSX, PPTX, XML.	
Remarks	Ensure that the impact of security and privacy violation and major optenneoutly works has been eliminated. Describe the readination solutions	
		0/1 000

**Step 6** After confirming that the information is correct, click **Submit** for qualification and product review.

----End

**NOTE** 

After the certification request is approved, you can release a joint operations product. For details, see **Releasing a Joint Operations Product**.

#### **Copying and Viewing a Joint Operations Certification Request**

You can copy a joint operations certification request and view its progress and rejection reasons.

1. Copying existing certification requests

On the **Joint Operations Certification** page, click **Copy** in the **Operation** column of a certification request. On the displayed **Submit Certification Request** page, modify the information as required and click **Submit**.

Seller Console	Joint Operations Certification				J. Download Certification Material Templa
Seler Management •	Submit Certification Request Release Joint Operations	Product		Delvery Method All + Status All	Enter a product name. Q. C
Product Management	Primary Product Name	Delivery Method	Status	Submitted Time J⊟	2 Operation
My Products					Edit Copy
Joint Operations					Details   Copy
Certification					Details   Copy
My Applications					Details   Copy
Drafts					Details   Copy
Product Attributes					
Resale Discounts					Edit Copy
Cloud Servers					Details   Edit   Copy
Promotions *					Details   Edit   Copy
Transaction . Variagement					Details   Copy
Application Tools •	~				Details   Copy
Resource Orchestration	10 * Total Records: 30 < 1 2 3 4 >				
Assets					

2. Viewing the certification progress and rejection comments: On the **Joint Operations Certification** page, click **Details** in the **Operation** column of a certification request. At the bottom of the details page, view the current phase and rejection reasons.

Seller Console	Joint Operations Certification					J. Download Cartification	ion Material Templ
Seler Management *	Submit Certification Request Release Joint Operations Pr	durt .		Delivery Method All	* Status At	Enter a product name.	QC
Cloud Services	Primary Product Name	Delivery Method	Status	Submitted Time JE		Operation	4 0
Product Management	Contract of Contra	Control and the	0000	Contract of the C_		Edit   Copy	
My Products						2 stals   Copy	
Joint Operations Certification							
My Applications						Details Copy	
Drafts						Details   Copy	
Product Attributes						Details Copy	
Resale Discounts						Edit Copy	
Cloud Servers						Details Edit Copy	
Promotions *						Details Edit Copy	
Transaction						Details   Copy	
Management Application Tools						Details   Copy	
Resource Orchestration	10 • Total Records: 36 < 1 2 3 4 >						
Assets							
-and							
Seller Console							
Seller Management +							
Cloud Services							
Product Management .							
My Products							
Joint Operations Certification							
My Applications							
Drats							
Product Attributes							
Resale Discourts							
Cloud Servers							
Promotions •							
Transaction							
Wanagement							
Application Tools *							
Resource Orchestration							
Assets							
	Applications						
	Operation Type	Operator Account		Operation Time		Remarks/Review Comments	
	Approved	Huawel operations		Sep 18, 2023 21:37:18 GMT+08:00			
		Huawei operations		10.			
	Submit			Sep 18, 2023 21:37:00 GMT+08:00			

#### **Releasing a Joint Operations Product**

- **Step 1** Log in to the Seller Console using your Huawei Cloud account that you used to register with KooGallery.
- **Step 2** In the navigation pane, choose **Product Management > My Products**.

Seller Console	Ny Products Release Add Openators Postert Release Property Postert	Release New Product
Seler Management •	Cutomes an portius potad any file well balance. The factobility settle with you my whe the subomes any file bits	
Cloud Services	You might want to know: How do I rulesse products? How do I manage products?	
Product Management  My Products	1. Provid means: Sale (and P) provider must beause the fore/calling and the debugged able means. For dealing and the provider, there is provider means for dealing and the provider means for dealing and the provider means for dealing and the provider means for an and the provider means for dealing and the provider means for an and the	More
Joint Operations Certification		C
My Applications		
Dratta		
Product Attributes		
Resale Discounts		
Cloud Servers		
Promotions •		
Transaction v		
Application Tools v		
Resource Orchestration		
Assets		
	10 • Tool Records 200 ( 🚺 2 3 4 5 - 60 )	

**Step 3** Click **Release Joint Operations Product** in the upper right corner.

Seller Console	My Products 2 ResearIngency Total ResearIngency Total ResearIngency Total	ase New Product
Seler Management	Customers are purpher products uning the exist barrow. The foodbarry status are you may be the customers are products. The inflat areas there is interesponded the distinct products and the exist of purphers are the Annuel Cubic. 1. That are address on purphers and an analyze the foodbarry and the existence and purphers that are not the transmission on the 10 puphers area.	More
Joint Operations Certification		Q C
Ny Applications Drafts Product Attributes		
Resale Discounts		
Promotions •		
Management * Application Tools *		
Resource Orchestration		

Step 4 Click Select Certified Product, select a certified product, and click Next. On the displayed page, enter product information by following instructions in 3 Delivery Methods.

Console My Products / Release Joint Operations Product		
Management  Select Certified Product Services Services Management	d before serification cannot be moothed during the release. Supprement info before product release.	
Products Please select a certified product.		Delivery Method All + Enter a product name. Q
rt Operations rification Product Name	Delivery Method	Certified
Applications		Sep 07, 2023 18:34:33 GMT+08:00
ats O		Sep 08, 2023 11:10:23 GMT+08:00
oduct Attributes		Sep 07, 2023 22:39:11 GMT+08:00
sale Discounts		Sep 08, 2023 15:20:37 GMT+08:00
oud Servers		Sep 11, 2023 14:18:28 GMT+08:00
form •		
eston		
telen Tools ·		
ou Underwastration		
Canoal Next		

- **Step 5** After entering the product information, click **Submit**.
  - ----End

#### **NOTE**

After the release application is submitted, you can view the review status on the **Product Management** > **My Applications** page. The operations manager will review the application within three working days. If the operations manager approves the application, the product is successfully released.

Seller Console	My Applications Release Joint Operations Product Release Proprietary Product Release New Product
Seller Management 🔹	
Cloud Services	You might want to know: How do I release products? How do I manage products? You can view the product release and any modified information.
Product Management	1. After a product release application is approved, you can manage the product on the My Products page.
My Products	2. After an application for a product modification is approved, you will see the updated information on the My Products page.
Joint Operations Certification	Status All
My Applications	Method Type
Drafts	Product Name Delivery Met Product Type Application Applied JE Status Operation
	⊘ Approved Details
Product Attributes Resale Discounts	. 🥥 Approved 🛛 Details

After the product is released, you can click **Details** in the **Operation** column of the product on the **Product Management** > **My Products** page to go to the product details page and view the product URL in the **Service Information** area.

Seller Console	My Products		F	telease Joint Operations F	Product Release Propr	ietary Product Rele	ease New Product
Seller Management •	Customers can purchase	products using the credit bala	ance. The KooGallery settles	with you only after the cu	stomers pay the bills.		
Product Management		How do I release products? H d API products must access t		ged before release. For d	letails about this process, see the	Access Guide .	
My Products	2. Product modification: Only	y products for sale can be mo	dified. A modification takes e	ffect after the modification	application is approved. You car	n view the product review infor	mation on the Mo
Joint Operations Certification		Delivery Method	All	<ul> <li>Product Type</li> </ul>	All	Enter a product name	Q
	Product Name	Delivery Met	hod Product Type	Released ↓Ξ	Product Status	Operation	
My Applications	~					Details Modify More	
Drafts Product Attributes	~					Details   Modify   More	•
		V Laccept					
Seller Management 🔹							
Cloud Services	Service Information						
Product Management	Public Product	No					
My Products	Product URL	https://marketplace.ht	aweicloud.com/intl/				
Joint Operations Certification	Product Category	Pro					
My Applications	Applicable OS	Wii					
Drafts	Transaction Model	Tra					
Product Attributes	Contract Name	Hu					
Resale Discounts	Settlement Rules	F					

# **3** Delivery Methods

- 3.1 Product Release Description
- 3.2 Delivery Methods
- 3.3 Image Release Guide
- 3.4 Releasing Professional Services
- 3.5 SaaS Release Guide
- 3.6 Releasing Consulting Services
- 3.7 License Release Guide
- 3.8 Releasing Multi-SKU Product Specifications

# **3.1 Product Release Description**

Adhere to the descriptions in this section to release your products on KooGallery. Huawei will review your products based on the following requirements.

Your requests for releasing or modifying products in KooGallery will be reviewed within three business days.

If your products have any problems, KooGallery will notify you through your customer service email address and after-sales email address. Ensure that the two email accounts are available and you can respond within 24 hours. Otherwise, KooGallery will remove your products.

#### **NOTE**

After a product is released, it will be sold in all regions for which you have completed business information certification. Customers in those regions can purchase this product. You can adjust the sales regions on the **Product Management** > **My Products** page. For details, see **5.6 Configuring Sales Regions**.

 Table 3-1 describes the product release parameters on Huawei Cloud KooGallery.

Table 3-1	Product release	description
-----------	-----------------	-------------

ltem	Description
Delivery Method	<ul> <li>Select a delivery method, which can be an image, software as a service (SaaS), consulting service, license, professional service, or hardware. For details about each delivery method, see 3.2 Delivery Methods.</li> <li>The delivery method must match the product. If they do not match, for example, the delivery method of a SaaS product is set to License, the application will be rejected.</li> </ul>
Product Name	<ul> <li>The product name must accurately denote the product content. If software is involved, the software name must be the same as that in the software copyright certificate.</li> <li>The product must be named in compliance with standard naming conventions in the industry. Spelling mistakes are not allowed. For example, "wordpress" cannot be misspelled as "wordpess".</li> <li>The product name must not exaggerate functions or imply an extended scope of usage. Products cannot be directly used in the name of Huawei Cloud. For example, a name similar to Huawei Cloud XXX Solution is not allowed.</li> <li>The product name must not contain or convey product price, versions, phone numbers, or other descriptive information.</li> <li>If the product is used for Huawei Cloud Stack, name it XXX (HCS Version).</li> </ul>
Version	The product version must be named in compliance with standard version naming conventions, for example, "V1.0" or "V2.0". They cannot be named using a non-standard format, such as "v0.1", "First Version", or "Initial Version".
Logo	<ul> <li>Logos must be PNG files, must be 120 x 120 pixels, and cannot exceed 5 MB.</li> <li>You are advised to upload your rectangle-shaped logo. If you want to use your square-shaped logo, ensure that the logo shape of your choice is perfectly fit into the box.</li> <li>Ensure that the uploaded logo is properly designed. Do not use screenshots of product introduction as the logo.</li> <li>Ensure that the uploaded logo is clearly visible. Any incomplete, deformed, or blurry image will not be approved.</li> <li>A logo with a transparent background is recommended. If your logo has a background, resize the canvas to 120 x 120 pixels and set 4-pixel rounded corners.</li> <li>Do not modify the extension of the logo file, for example, changing .png to .jpg. Otherwise, the logo file cannot be uploaded.</li> <li>If the logo image is too large, you can compress it at tinypng.com.</li> </ul>

ltem	Description
Seller self- check	Check whether your product meets security requirements according to the KooGallery Product Security Review Standards 3.0. If not, fix the security issues before releasing the product.
Overview	Provide a brief introduction of your product. The product overview is displayed on the KooGallery catalog and the product details page.
Description	<ul> <li>Provide details about your product, including core functions and services.</li> <li>The product description must contain at least 1000 characters. Ensure consistent usage of fonts, and keep the layout standardized, neat, and user-friendly.</li> </ul>
	<ul> <li>Do not include images and links redirecting to non-Huawei Cloud websites.</li> </ul>
	<ul> <li>Do not advise customers to obtain commercial information otherwise, for example, "To submit a commercial application or for pricing details, contact xxx."</li> </ul>
	<ul> <li>Do not use the information about competitors.</li> </ul>
Highlights	A maximum of five highlights can be added.
Customer Case	If a customer case is provided, describe it in detail rather than enter only a case name.
End User License Agreement	• Upload a complete End User License Agreement (EULA). The EULA is an agreement entered into between you and customers. It takes effect when customers select it during order placement.
	• The name, definition, billing, and other details of the product defined in the EULA must be consistent with the product details.
	• The EULA is an online agreement that takes effect since customers select it when placing an order. It cannot contain any content that needs to be filled in or stamped.
	• The EULA must be within the validity period and not conflict with other agreements with Huawei Cloud.

Item	Description		
After-Sales Support	Enter the after-sales support of the product according to the example.		
	• <b>Time</b> : Add the time zone to the end of the service time, for example, <b>(GMT+08:00)</b> .		
	• <b>Services</b> : Describe the after-sales services that your company will provide.		
	Hotline: Provide a valid hotline number.		
	• Email Address: Enter an email address that can receive emails and reply to customers in a timely manner.		
	<b>NOTICE</b> Ensure that your hotline and email address can be contacted and you can provide after-sales services as soon as possible. If customers purchasing this product complain that the hotline cannot be connected or they do not receive any reply after sending emails for multiple times, KooGallery will remove the product from the catalog.		
User Guide	Provide operation guidance and other product manuals.		
	• Describe how to log in to the management platform and use the product after the product is purchased in the user guide.		
	<ul> <li>For an image product, specify the ports to be opened and how to log in to the management platform and use the image after the image is purchased and deployed on a Huawei Cloud ECS.</li> </ul>		
	<ul> <li>Do not include links of servers that are not deployed in the Huawei Cloud infrastructure, such as addresses for login and management of products.</li> </ul>		
	<ul> <li>Ensure consistent usage of fonts, and keep the layout standardized, neat, and user-friendly.</li> </ul>		
	• Supported file types: RAR, ZIP, DOC, DOCX, PDF, PPT, PPTX		
	Maximum file size: 20 MB		
Software Copyright Certificate	• Upload your software copyright certificate or other qualification certificate (if available). The operations team will review the certificate to confirm whether the product meets the product release requirements. The uploaded qualification certificate is not displayed on the product details page.		
	• Supported file types: RAR, ZIP, DOC, DOCX, PDF, PPT, PPTX		
	Maximum file size: 20 MB		
Open-Source Software Notice	<ul> <li>Declare the open-source software usage of the product. For details about the open-source software terms, see Huawei Cloud KooGallery Seller Agreement.</li> </ul>		
	• Supported file types: RAR, ZIP, DOC, DOCX, PDF, PPT, PPTX		
	Maximum file size: 20 MB		
Category	Specify the product categories (the level-1 and level-2 categories of products on KooGallery).		

ltem	Description
Product Specification s	<ul> <li>The specifications provided must be complete.</li> <li>Specifications must be named in compliance with certain rules. You are advised not to use vague names such as "Specifications 1" or "Specifications 2", or to use billing modes like "Yearly" or "Monthly", or measurement units such</li> </ul>
	<ul><li>as "Sets" or "1 Set".</li><li>Select a suitable billing mode and set appropriate pricing.</li></ul>
	• Select a suitable Elastic Cloud Server (ECS) model. If your product is an image, you are advised to select S3 ECSs.
	• If there are different versions of the product, differentiate one specification from another instead of releasing all the versions of that product on KooGallery.

# 3.2 Delivery Methods

Huawei Cloud KooGallery provides a platform for partners to release cloud products in various delivery methods, including images, consulting services, SaaS, licenses, and professional services.

#### Images

Images are created by sellers based on the Huawei Cloud public system. Users can use an image to create an ECS with the same system environment as that in the image.

Images integrate the software environment and functions on the operating system and couple application software with cloud resources to enable out-of-the-box functionality for ECSs.

#### SaaS

SaaS products are application software products provided by sellers to run on Huawei Cloud infrastructure as a service (IaaS). After purchasing SaaS products, customers can log in to specified websites to use them without a need to purchase the required cloud resources.

Currently, a SaaS product can be enabled by using the username and initial password. When a customer purchases a SaaS product on KooGallery, KooGallery calls the service interface provided by the seller, requesting the seller to perform product subscription. After the subscription operation is complete, the seller returns information to KooGallery, such as the frontend address, management backend address, username, and initial password of the product.

#### Licenses

License products are the commercial software or licenses provided by sellers. License products include commercial operating system, database middleware, and application software.

#### **Professional Services**

Professional services are provided on KooGallery as products and do not involve delivery of software or cloud resources. Such services include environment and configuration, troubleshooting, data migration, consulting, and training.

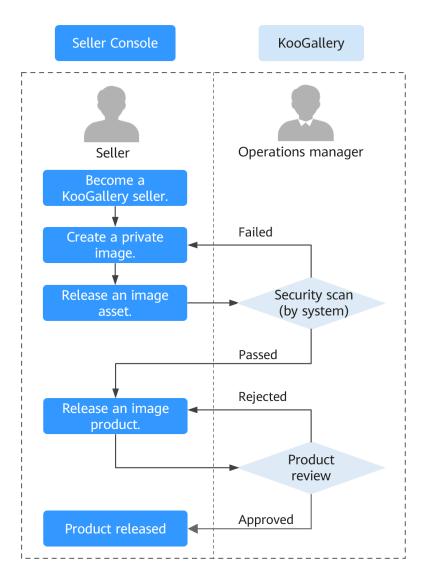
#### **Consulting Services**

Consulting services are offered on KooGallery as products. This type of products is not traded on KooGallery. KooGallery only provides links to access the products on sellers' official websites.

# 3.3 Image Release Guide

### 3.3.1 Process Overview

#### **Release Flow**



- 1. Become a KooGallery seller.
- 2. Create a private image. For details, see 3.3.3 Creating Images.
- 3. Release an image asset. For details, see Adding an Asset.
- 4. Wait for KooGallery to automatically perform a security scan on the image asset. For details, see **3.3.2 Image Security Standards**.
- 5. After the image asset passes the scan, release it as an image product. For details, see **3.3.5 Releasing Images**.
- 6. Wait for the KooGallery operations manager to review the product. For details, see **3.1 Product Release Description**.
- 7. The product is released.

# 3.3.2 Image Security Standards

Sellers are responsible for security vulnerabilities in their images, including any resulting consequences. The following table lists the specific standards.

ltem	Standard
Virus	Images cannot contain viruses, Trojan horses, or malicious programs.
Host vulnerability	Images cannot contain high-risk vulnerabilities whose Common Vulnerability Scoring System (CVSS) score is 7.0 or higher.
Preset OS account, password, and key	Images cannot contain preset accounts, passwords, or keys for logging to the OS.
OS password complexity	A password for an image must meet the following complexity requirements:
	1. At least eight characters
	2. At least two types of the following characters:
	- Lowercase letters
	- Uppercase letters
	- Digits
	- Special characters: `~!@#\$%^&*()=+\ [{}];:''',<.>/? and spaces
	3. Different from the account name

# D NOTE

KooGallery automatically scans image files based on these standards after you submit an image asset.

# 3.3.3 Creating Images

# Prerequisites

1. Before creating a private image, you need to purchase and deploy a Huawei Cloud Elastic Cloud Server (ECS).

### D NOTE

Recommended ECS configuration:

- Public image
- General computing or General computing-plus
- 2. You can create a system disk image using a public image provided by Huawei Cloud and release it to KooGallery. You are advised to select an ECS in the following region to create private images. Then you can copy the created images to other regions.

Region	Region Code	Remarks
Singapore	AP-Singapore	Recommended

- 3. You need to check your images against **3.3.2 Image Security Standards** to ensure that the images have no security vulnerabilities, so that they can pass the subsequent security scanning.
- 4. You need to enable the remote login service for your image.
  - a. If it is a Linux OS image, run the **sudo vi** /**etc/ssh/sshd\_config** command to edit the SSH configuration file and change the value of **PermitRootLogin** to **yes**. (Skip this step for public Linux OS images provided by Huawei since remote login is already enabled.)
  - b. If it is a Windows OS image, enable the Windows Remote Management (WinRM) service.

# Procedure

Step 1 After deploying and installing products you need on the ECS, log in to the ECS console, locate the target ECS, and choose More > Stop in the Operation column to stop the ECS.

Name/ID	AZ	Status	Specifications/Image	IP Address	Billing Mode	Operation
	AZ1	8 Running			Pay-per-use	Remote Login   More 👻
						Start
						Restart
						Reset Password
						Modify Specifications
						Change Billing Mode
						Delete
						Manage Image/Disk 🕨
						Manage Network

**Step 2** Choose **More** > **Manage Image/Disk** > **Create Image** in the **Operation** column on the right of the ECS.

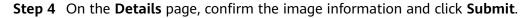
Cloud Server ⑦									Bu
e password reset plug-in can now be installed after creating an E	CS. Learn how to install the plug-i	n.							
tart Stop Reset Password More *				All statuses	*	Name 🔻		Q	Search by Tag 😸 🛛 C
Name/ID	AZ	Status	Specifications/Image		IP Address		Billing Mode		Operation
2	AZ1	Stopped					Pay-per-use		Remote Login   Mor
									Start
									Stop
									Restart
									Reset Password
									Modify Specifications
									Change Billing Mode
									Delete
								Change OS	Manage Image/Disk
								Reinstall OS	Manage Network
								Create Image	
								Create Backup	
								Add Disk	

**Step 3** In the **Image Type and Source** area, click the **ECS** tab and select the target host for **Source**, set the image name and description in the **Image Information** area, and click **Next**.

age Type and	Source						
Туре	System disk image	Full-ECS image	Data disk image	ISO image			
Source	ECS Image File						
	You can only use a running     You need to first customize     Cloudbase-Init if the ECS runs t     Do not perform any operation	and optimize the ECS to Windows. Learn more	o suit your needs. For exa			runs Linux and ir	nstall
			All status	es	• Name •		QC
	Name	OS	S	tatus	Private IP Address	Created	
	Name	OS	S	tatus	Private IP Address	Created	
	× ()			tatus	Private IP Address	Created	
				tatus	Private IP Address	Created	
age Informatio	Selected: ecs-e673(OS: CentOS 6.8 ( Buy ECS			tatus	Private IP Address	Created	
age Information	Selected: ecs-e673(OS: CentOS 6.8 ( Buy ECS			tatus	Private IP Address	Created	
-	Selected: ecs-e673(0S. CentOS 6.8 6) Buy ECS			tatus	Private IP Address	Created	
Encryption	Selected: ecs-e673)OS. CentOS 6.8 ( Buy ECS Unencrypted ⑦	54bit System Disk: Ultra	-high I/O   50 GB			Created	
ncryption ame	Selected: ecs-e673(0S. CentOS 6.8 6) Buy ECS	54bit(System Disk: Ultra	-high I/O   50 GB			Created	
cryption me	Selected: ecs-e673)OS: CentOS 6.8 6 Buy ECS Unencrypted ⑦ It is recommended that you use TM: Tag key	54bit System Disk: Ultra	-high I/O   50 GB			Created	
Encryption	Selected: ecs=e673)05: Cent05 6.8 6 Buy ECS Unencrypted ⑦	54bit(System Disk: Ultra	-high I/O   50 GB			Created	

### **NOTE**

Image products on KooGallery are system disk images created on the Huawei Cloud public system. When creating an image, create a system disk image.



Create Image ⑦				
Details				
Resource	Configuration			Quantity
System disk image	Name Source Description			1
			🔽 l have read a	nd agree to the Huawei Image Disclaimer. Previous Submit

**Step 5** In the navigation pane on the left, choose **Image Management Service** > **Private Images** to view the created private image.

	HUAWEI CLOUD	Console	♦ Hong-Kong 👻					Search	Q	Billing®	Resources	Service Tickets	Enterprise	Support	English	I 🖉
	Cloud Server Console		Image Management Service	0												Create Image
ది	Dashboard		The IMS service is now in commerce	cial use. You will be char	ped the private image stora	ige fees. No char	ges will be incurred after you del	ate the created images. For details, s	ee IMS p	ricing.						
M. @	Elastic Cloud Server Dedicated Host		Public Images Private In	mages Image	s Shared with Me											
0	Bare Metal Server		You are advised to optimize private	images that do not supp	ort fast ECS creation. To c	heck whether a p	rivate image supports this function	in, go to its details page. Learn more								×
Θ	Elastic Volume Service	•	You can create 49 more private image	s.												
Ø	Dedicated Distributed Storage Service	•	Delete Share					All images 🔹	All O	89	* Nar	10 +		Q	Search by T	9 × C []
- 4-	Image Management		Name J≣	Status	OS Type	08	Image Type	Disk Capacity (GB	) Enc	rypted	Created 7	47		Operation		
۲	Service			Normal	Linux	Ubuntu 16	ECS system disk image	4	0 No		May 22, 20	10 16:07:56 GMT+08	:00	Apply for S	erver   Modity	More 💌
	Auto Scaling	٣														
	Key Pair															
	ECS Group															
	Cloud Backup and Recovery	0														
	Cloud Server Backup Service															

# **NOTE**

Save the ECS login password for image buyers when creating a Windows private image.

----End

# 3.3.4 Adding and Managing Image Assets

KooGallery provides a unified asset management center for you to **add**, **modify**, **delete**, and perform other operations on assets.

You can release image assets added to KooGallery as marketable images later. Before releasing an image asset, ensure that the private image complies with **3.3.2 Image Security Standards**.

# Adding an Asset

- **Step 1** Log in to the KooGallery homepage using your KooGallery seller account and click **Seller Console** in the upper right to access the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management** > **My Assets**. On the displayed page, click **Add Asset** in the upper right corner.
- **Step 3** In the **Select Asset Type** dialog box, set **Category** to **Image**, select an asset type based on the released image type, and click **OK**.
- **Step 4** On the displayed page, set the asset information, version information, and image replication zones as prompted, and click **Next**.

#### **NOTE**

**Image Information**: If no image is available, click **Create Image** to create one on the management console.

**IAM Agency**: Select an IMS agency with the IMS Administrator permission to replicate images.

Security Group: Specify security group settings to recommend for customers.

# **Step 5** Click **Submit for Review**. After the asset is submitted, you can **check the asset review status**.

**NOTE** 

Check your image against the **KooGallery Product Security Review Standards 3.0**. If it fails the check, rectify the issues first.

----End

# **Checking the Asset Review Status**

You can check the review status on the **Requests** tab under **Product Management > My Assets**.

AI ~	All ~	All v	All v	Enter an asset name.		
Asset Name	Category	Subcategory	Application Type	Applied	Status	Operation
33	Application	Deployment software pack	Add Asset	Sep 29, 2024 11:02:19 GMT+08:00	O Reviewing	Details
1131	Application	Deployment software pack	Add Asset	Sep 02, 2024 14:01:08 GMT+08:00	O Reviewing	Details
draft-1	Application	Deployment software pack	Add Asset	Aug 30, 2024 16:52:32 GMT+08:00	O Reviewing	Details
1121-close	Application	Deployment software pack	Add Asset	Aug 30, 2024 16:46:21 GMT+08:00	O Reviewing	Details
test_case	Application	Deployment software pack	Add Asset	Aug 28, 2024 14:47:05 GMT+08:00	O Approved	Details
1122	Application	Deployment software pack	Add Asset	Aug 27, 2024 16:31:39 GMT+08:00	O Approved	Details
ecs-20270617001	Image	ECS Image	Add Asset	Jun 17, 2024 10:10:05 GMT+08:00	O Approved	Details
new-image-20240611194500	Image	ECS Image	Add Asset	Jun 11, 2024 19:42:39 GMT+08:00	O Approved	Details
new-image-20240611192500	Image	ECS Image	Add Asset	Jun 11, 2024 19:41:48 GMT+08:00	O Approved	Details
new-Image-20240611192500	Image	ECS Image	Add Asset	Jun 11, 2024 19:32:15 GMT+08:00	O Approved	Details

- 1. Approved: You can release the asset as a marketable image.
- 2. **Scanning**: Wait for the system to scan. If you have any questions, submit a service ticket to contact the customer service.
- 3. Rejected: You can perform the following steps to submit it again:

- a. Click **Details** and click **Check Security** to download and view the security scan report.
  - i. After fixing the reported security issues, click **Modify**, modify related information, and submit the asset for review again.
  - ii. If an issue is falsely reported, click Upload Proof under Tool Check, upload the analysis of the false report, and click Submit Appeal. The asset status will change to Reviewing. KooGallery will review the appeal within three working days.

# **Modifying an Asset**

- **Step 1** On the **Product Management** > **My Assets** page, search for the target asset and click **Modify** in the **Operation** column.
- **Step 2** On the displayed page, add or update an asset version.
  - Adding an asset version

In the **Version Information** area, click **Add Version**. In the **Add Version** dialog box, set parameters as required and click **OK**.

### **NOTE**

You can add image versions for your customers to select during image purchase. Customers can only renew the original image.

### • Updating an asset version

In the **Version Information** area, click **Modify** in the **Operation** column of the target version.

In the **Edit Version** dialog box, enable **Replace Image**, select the new image, and click **OK**.

### **NOTE**

If no image is available after you enable **Replace Image**, create an image first. For details, see **3.3.3 Creating Images**.

### 

The new image must:

- 1. Meet all conditions for releasing an image as an asset.
- 2. Be located in the region of the original image.
- 3. Have the following same attributes as the original image:

**os\_type**: OS type of the image

virtual env types: environment type of the image

disk formate: image format

os versione: OS version

min disk: minimum disk capacity required for running the image

min ram: minimum memory required for running the image

max ram: maximum memory supported by the image

architecturea: architecture type of the image

Step 3 After confirming the modified information, click Submit. Then you can check the asset review status.

----End

# **Deleting an Asset**

You can delete assets that are not associated with products and those in the draft box.

On the **Product Management** > **My Assets** page, click **Delete** in the **Operation** column and confirm the deletion.

# 3.3.5 Releasing Images

# Prerequisites

Before releasing an image product, **create a private image** and **release it as an asset**. Currently, system disk images created using public images provided by Huawei Cloud in the Bangkok, Hong Kong (China), Johannesburg, Mexico City, Santiago, Sao Paulo, and Singapore regions can be released to KooGallery on the Huawei Cloud International website. Ensure that the ECSs of private images are deployed in these regions.

# Procedure

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Product Management > My Products.
- **Step 3** Click **Release New Product** on the upper right of the page.

The **Product Release** page is displayed.

**Step 4** In the **Delivery Method** area, select **Image**.

In the **Basic Information** area, set **Product Name** and **Version**, and upload a logo as instructed.

### **NOTE**

For details about parameter settings, see 3.1 Product Release Description.

My Products / Release Product	
(1) Basic Information	② Enter Product Details       3 Enter Qualification         ④ Enter Product Details       4 Enter Service Information
Delivery Method	
Image 🔿	Professional Services     SaaS     Consulting Services     License     Image: Cloud Server
	ng HUAWEI CLOUD public system disk images. Customers can use an image to create an ECS that has the same system environment as the image. Images integrate the software environm abling customers to use cloud hosts out of the box.
Basic Information	
Model Type	ECS image RDS image
* Product Name	
	Letter 1 to 50 characters. Ensure that the product name denotes the product content. For a software product, ensure that the product name is the same as that in the software copyright certificate.
* Version	V1.0
	Only uppercase letters and digits are allowed, for example, V1.0 and V2.1.1. Do not use non-standard versions, such as v0.1 and First Version.
* Logo	Upload

### Step 5 Click Next.

The **Product Details** page is displayed.

**Step 6** Enter the product information (including **Overview**, **Description**, and **Highlights**), and describe customer cases as instructed.

Products / Release Product	xt
1 Basic Information —	2 Enter Product Details — (3) Enter Qualification (4) Enter Service Information
Product Details	
* Overview	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page.
	01,000
	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page.
* Description	
	0/5,000
	Provide details about your product, including core functions and services. They will be presented on the product details page. They must contain 1000 to 5000 characters.
	to odop characters. 1. When multiple offering specifications are released, the function modules and service contents of each offering specification must be added to the offering description.
	<ol> <li>Do not include price-related descriptions in the product description.</li> <li>Do not include commercial description, such as contract signing.</li> </ol>
* Highlights	<sup>©</sup> Add
	Add some product highlights.
	5 highlights are recommended (500 characters limit).
Customer Case	<b>O</b> Add
	Describe any use cases in detail, including the background and product benefits to customers.
Previous	xt

## D NOTE

- You can drag the lower right corner of the **Description** text box to resize it.
- You can hover the mouse pointer over the customer case you have added, and then you can delete or edit the case.

### Step 7 Click Next.

The **Qualification Information** page is displayed.

Step 8 Set End User License Agreement, After-Sales Support, User Guide, Software Copyright Certificate, and Open-Source Software Notice as instructed.

Calification Information Calification Information Calification Information Calification Information Calification Information	2	C Enter Qualification
	1) Basic Information	2 Enter Product Details      3 Information      4 Enter Service Information
	Jualification Information	
Constraints  Cons	End User License Agreement	
Constraints  Cons		
Control of the control of the server of the server is a shreed to specify in the CLLA, you rewrites and your face delayers for use, where are services and a not length dispatce, you are shreed to specify in the CLLA, you rewrites and your face delayers (20,000 characters limit).     The name of the control of the shreed to specify in the ELLA must be control of your provide (20,000 characters limit).     The name of the control of the shreed to specify in the ELLA must be control of the shuff contro of the shuff control of the shuff control of the shuff control of		
and avoid legal displace, you are advised to ippedly, in the EULA, you services and your legal displaced and you and your legal displaced and you and you have displaced and you and you have displaced and yo		0/200,000
		and avoid legal disputes, you are advised to specify, in the EULA your services and commitments, SLA conditors of use, after-sales services and support, consumer rights protection, personal information and data protection, and your legal obligations (200,000 characters limit). 1. The name of the commodity shall be consistent with the name of the published commody. 2. The name of the service provider in the EULA number to consistent with that of the issuing comput.
Software Copyright Certificate     Software Copyright Certificate     Copen Source Software Notice	After-Sales Support	
Software Copyright Certificate     Software Copyright Certificate     Copen Source Software Notice     Open Source Softwa		
Software Copyright Certificate     Software Copyright Certificate     Copen Source Software Notice     Open Source Softwa		
Comparison     C		
Comparison     C		
Specify the service time, service cortent, hotline, and email address, and ensure that you can provide timely after-sales support within the specified service time.  Example: Time: 5 x 8 hours (GMT+08:00) Services: xxyyyz Hotline: 485:0000000 Ernal Address: xx0gyy.com  Upload Fie Maximum file size: 20 M8 Supported file types: 2P, DOC, DOCX, PDF, PPT, PPTX. Describe how to log in to the product management platform and use your product in the user guide. For an image product, specify the ports to open and describe how to log in to the product management platform and use your product in the user guide. For an image product, specify the ports to open and describe how to log in to the ECS on which the image is deployed and use the image.  • Software Copyright Certificate Upload Fie Upload Fie Upload Fie Upload Fie Upload Fie Upload Fie Copen Source Software Notice • Open source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software usage of the product in the Open-Source Software Notice. • Open-Source Software Notice • Open-Source Software Notice • Open-Source Software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software, see HUMMEI CLOUD NooGallery Seler Agreement_b. Devinda Template Supported file::::: 20 M8 Supported file::::::::::::::::::::::::::::::::::::		030
sinvice time.     Subset time.     Time: 16 × 8 hours (GMT+08:00)     Services: xoyyzz     Hotine: +455:0000000     Ernal Address: xolgyycom     Ernal Address: xolgyycom     Ernal Address: xolgyycom     Eval Address: xolg		Describe the after-safes services that you provide (300 characters limit).
Experison: sayyot: Holine: 4652-000000 Holine: 4652-000000 Mainter 4652-0000000 Mainter 4652-000000 Mainter 4652-0000000 Mainter 4652-000000 Mainter 4652-000000 Mainter 4652-0000000 Mainter 4652-0000000 Mainter 4652-000000000000000000 Mainter 4652-000000000000000000000000000000000000		service time.
Holline: +4652:0000000         Errall Address: x08g/yys.com         * User Guide       Upload Fie         Maximum file size: 20 MB.         Supported file types: 2P, DOC, DOCX, PDF, PPT, PPTX.         Describe how to log in to the product management platform and use your product in the user guide. For an image product, specify the ports to open and describe how to log in to the ECS on which the image is deployed and use the image.         * Software Copyright Certificate       Image in the ECS on which the image is deployed and use the image.         * Software Copyright Certificate       Image in deployed and use the image.         Upload Fie       Upload Fie         Upload Fie       Upload file         Upload Fie       Upload the software copyright certificate or any other sales qualification certificates.         Supported file size: 20 MB.       Supported file size: 20 MB.         Supported file size: 20 MB.       NA         Upload Fie       NA         Upload Fie       Declare the copen-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software is used, select N/A. For terms related to open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software usage of the product in the Open-So		Time: 5 x 8 hours (GMT+08:00)
Upload Fie Open Source Software Notice Open Source Software		Hatline: +852-0000000
Available		
Supported file types: ZP, DOC, DOCX, PDF, PPT, PPTX.  Software Copyright Certificate  Available  Available  Value  Value Value  Value  Value  Value  Value  Value  Value  Value  Value  Value  Value  Value  Value  Value Value Value  Value  V	User Guide	Upload File
Upload Fie Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software, see HUAWEI CLOUD KooGallery Selfer Agreement.4: Deviriad Template		Supparted file types: ZIP, DOC, DOCX, PDF, PPT, PPTX. Describe how to log in to the product management platform and use your product in the user guide. For an image product, specify the ports to open
Vopen-Source Software Notice     Open-Source     Open-Sou	Software Copyright Certificate	Available     None
Supported file size: 20 MB Supported file types: ZP, DOC, DOCX, PDF, PPT, PPTX For a product involving software, uplaad the software copyright certificate that matches the product name. * Open-Source Software Notice • NA Uplaad File Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software, see HUAWEI CLOUD KooGallery Seller Agreement. & Download Template		Upload File
Supported file size: 20 MB Support file size: 20 MB Support file size: 20 MB Support file size: 20 MB		Upload the software copyright certificate or any other sales qualification certificates.
Open-Source Software Notice     O     Available     NA     Upload File     Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software, see HUAWEI CLOUD KooGallery Seller Agreement. L Download Template     Supported file size: 20 MB		Supported file size: 20 MB Supported file types: ZIP, DOC, DOCX, PDF, PPT, PPTX
Upload File Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select NA. For terms related to open-source software, see HUAWEI CLOUD KooGatlery Seller Agreement.4. Download Template Supported file size: 20 MB		For a product involving software, upload the software copyright certificate that matches the product name.
Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms related to open-source software, see HUAWEI CLOUD KooGsiliery Seller Agreement.4. Download Template Supported file size: 20 MB	Open-Source Software Notice	Available     N/A
related to open-source software, see HUAWEI CLOUD KooGallery Seller Agreement.4. Download Template Supported file size: 20 MB		Upload File
		related to open-source software, see HUAWEI CLOUD KooGallery Seller Agreement. J. Download Template Supported file size: 20 MB

### **NOTE**

#### • End User License Agreement

The EULA is an online agreement entered into between you and customers. It takes effect when customers select it during order placement. It cannot contain any unfilled content and cannot be stamped. You can drag the lower right corner of the **End User License Agreement** text box to resize it.

#### • After-Sales Support

Add the time zone to the end of the service time, for example, (GMT+08:00).

Ensure that your hotline and email address are reachable and you can provide after-sales services as required. If customers purchasing this product cannot contact your company or they do not receive any reply from you after sending emails for multiple times, KooGallery will remove the product from the catalog.

Ensure that you can provide after-sales hotline and email services in English.

• User Guide

Describe how to log in to the management platform and use the product after the product is purchased in the user guide.

For an image product, specify the ports to be opened and how to log in to the management platform and use the image after the image is purchased and deployed on a Huawei Cloud ECS.

#### • Software Copyright Certificate

Upload a software copyright certificate that matches your product. The uploaded certificate will be reviewed by Huawei Cloud KooGallery to confirm whether your product meets the release requirements. The certificate is only for review and will not be displayed on the product details page.

#### Step 9 Click Next.

The Service Information page is displayed.

# **Step 10** Set **Service Information**, **Product Specifications**, and **SEO Information** as instructed.

Basic Information	O Enter Product Details O Enter Caudification O Enter Service Information
Service Information	
* Public Product	
	The product UFLs will be different if you select You or No for the parameters. If you select No to make this product analysis product analysis of the provide terms with the UFL on the product databage page. The KooGallery, Select No is hide the product from the foreired page of the product terms with the UFL on the product of the foreired page of the KooGallery valit. No is hide the product from the foreired page of the product terms with the UFL on the product of the product UFL program of the product analysis. The product of the product is released, the KooGallery valit test the subscription process and use of the product analysis. It is not product and the product UFL of a product No term foreir test product. After the test is comprised, the product will be add publicly.
* Product Category	•
Business Letter	Upload Fie 🚽 Download Template
	To request a non-standard revenue sharing ratio for the product, upload a business letter/KooGallery Standard Revenue Sharing Rule Supported life types: ZIP, DOC, DOCX, PDF, PPT, Maximum file size: 20 MB.
* Contract Name	Contract Details
* Settlement Rules	
* Confirm After Service Provisioning	○ Yes
Product Specifications	
You can release a maximum of	50 specifications.
<ul> <li>Specification 1</li> </ul>	
Add     Add	
SEO Information	itricity follow the instructions for filing the SED information. J. Download Template
* Title	Product name_Keyword 1_Keyword 2 +HUAWEI CLOUD KooGailery
	Enter the product name and keywords (advantages or type). Max. 55 characters. The title will be automatically suffixed with -HLUWEI CLOUD KooGallery.
* Keywords	Keyward 1,Keyward 2,Keyward 3
	neyman ywynan a ywynad a Enter at least 3 keywands that male yau product more visible in search results. (Max. 45 characters)
* Description	Eriter at least 3 keywords that make your product more visible in search results. (Max. 45 characters) HU4WHEI CLOUD KooGaitery
* Description	Enter at least 3 keywords that make your product more visible in search results. (Max. 45 characters)
	Enter at least 3 keywords that make your product more visible in search results. (Max. 45 characters) HUWKEI CLOUD KooGaitery 22300
	Enter at least 3 keywords that make your product more viable in search results. (Max. 45 characters) HUWEI CLOUD KooGellery 25000 Describe the product functions, application scenarios, and highlights that address user needs. (Max. 30 characters)

# Figure 3-1 Product specifications

Product Specifications					
You can release a maximum of 50 spe	ofications.				
∧ Specification 1				0	
* Specification Name	Enter a maximum of 50 characters. Sp	ecification names are visible to users on the product of	detais and expenditure details pages.		
* Image Asset	Select Asset	SelectAset			
* Pricing Template	Simple template	* 0			
* Billing Mode	Pay-per-use Monthly	Yearly			
	Billing Mode	Unit Price			
	Pay-per-use		USDhow		
	Monthly		USDImonth		
	Yearly		USO/year		

(†) Add

### D NOTE

\* Bilin

- If you set Public Product to No, the product will be hidden from KooGallery frontend page and search results. Customers can access and purchase the product only by using the product URL you provide. To obtain the URL of such a product, choose Product Management > My Products. In the same row of the product, click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.
- If no images are available when you add product specifications in the Product Specifications area, release an image asset. Currently, system disk images created using public images provided by Huawei Cloud in the AF-Johannesburg, AP-Bangkok, AP-Singapore, CN-Hong Kong, LA-Mexico City1, LA-Mexico City2, LA-Santiago, and LA-Sao Paulo1 regions can be released to KooGallery on the Huawei Cloud International website.
- **Pricing Template**: You can select a simple template or vCPU-based template. Both templates support pay-per-use, monthly, and yearly billing.
  - **Simple template**: Specifications are billed on a yearly/monthly basis or by uses. Their prices are fixed.

	Payseruse Di Monthy Di Yaany					
	Billing Mode	Unit Price				
	Pay-per-use		USDhour			
	Monthly		USDimonth			
	Yearly		USDyear			

 vCPU template: Specifications are billed by the number of vCPUs. After releasing the product, you can change the prices of vCPU tiers, but cannot delete the vCPU tiers.

* Pricing Template	vCPU template	• @	)			
ECS Filter	None					
* Billing Mode	Pay-per-use Monthit	Yearly				
	vCPUs	Price				
	1 vCPU		USD/hour	USD/mont/	USD/year	
	2 vCPUs		USD/hour	USD/month	USD/year	
	4 vCPUs		USD/hour	USD/month	USD/year	
	8 vCPUs		USD/hour	USD/mont/	USD/year	
	12 vCPUs		USD/hour	USD/mont/	USDiyear	

- Private images of the following types cannot be released to KooGallery: shared images, encrypted images, released images, Full-ECS images, and private images that are made based on external shared images or market images.
- An image product can be released in multiple regions. You can select multiple regions in the **Product Specifications** area.
- The size of the image package you want to upload cannot exceed 128 GB. Otherwise, the release will fail.
- After a private image is released to KooGallery, the product price attribute is assigned to the private image and the image is locked. You cannot use the image to install or deploy a VM or release a new product. To use the image after product release, you must purchase it from KooGallery. Exercise caution when releasing a private image to KooGallery.
- Fill in the SEO information by referring to the **instructions** to facilitate entry addition of third-party search engines such as Google.

### Step 11 Click Preview.

The product details page is displayed.

### **Step 12** Confirm the configuration and click **Submit**.

The message "Are you sure you want to submit the product information?" is displayed.

### Step 13 Click Yes.

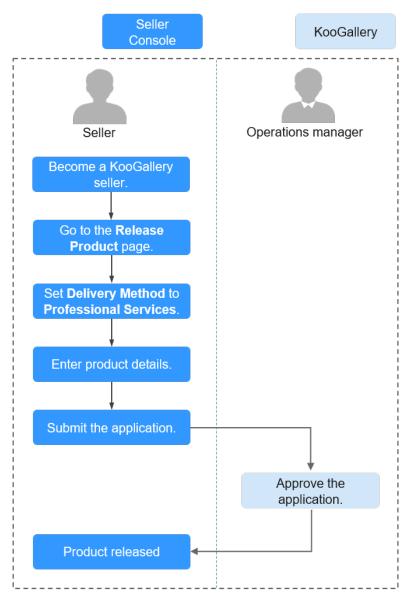
The message "Product release information submitted successfully." is displayed.

- You can upload a maximum of 100 documents or software of 10 GB in total to the Seller Console in a single day.
- When releasing a product, you can click Save Draft to save the product information before submission. You can choose Product Management > My Applications or Product Release > Drafts to view the draft information.
- Huawei Cloud KooGallery will review the product information you submitted within three business days. The review result will be sent to the email address bound to your Huawei Cloud account. The product will be available on KooGallery upon approval from KooGallery.

----End

# **3.4 Releasing Professional Services**

# **Release Flow**



# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management** > **My Products**.
- **Step 3** Click **Release New Product** in the upper right corner of the page.

The **Product Details** page is displayed.

Step 4 In the Delivery Method area, select Professional Services. In the Basic Information area, set Product Name and Version, upload a logo, specify the Service Flow and Delivery Period, and set Request Templates.

My Products / Release Product	
Basic Information	(2) Enter Product Details (3) Enter Qualification (4) Enter Service Information
Delivery Method	
Image 🗅	Professional
Professional services are provid	ed on the KauGaillery. Such services include environment configuration, troubleshooting, data migration, consulting, and training.
Basic Information	
* Product Name	
	Enter 1 to 50 characters: Ensure that the product name denotes the product content. For a software product, ensure that the product name is the same as that in the software coopying contention. Do not use the name HJAWEL CLOUD. Do not include price, version, and phone number information. Ensure that the product name is free of spelling mistakes.
* Version	V1.0
	Only uppercase letters and digits are allowed, for example, V1.0 and V2.1.1. Do not use non-standard versions, such as v0.1 and First Version.
* Logo	Lipload
* Service Flow	⊙ Select
	Select a service delivery flow and deliver services with strict adherence to the service flow. The order will be settled after the service flow is completed. Pay-per-use products involving service supervision do not support milestone delivery.
* Delivery Period	calendar day
	Enter a proper number of calendar days. If the delivery period is too long, the product release application may be rejected.
Request Templates	Uptoad File Supported formats: ZIP, DOCX, XLSX, Max, file size: 50.0 MB
	Customers can use request templates to submit their requests after subscription. If there are multiple templates, upload them in a package.
Next	

### **NOTE**

- For details about parameter settings, see 3.1 Product Release Description.
- Service Flow

You must provision the product to customers by strictly following the service flow. The order of the product will be settled after the service flow is completed.

For details about service flows of professional services, see **6.3 Supervising Professional Service Products**.

• Delivery Period

Enter a proper number of calendar days. If the delivery period is too long or too short, your product release application may be rejected, or you may receive customer complaints if you cannot delivery the product in the specified delivery period.

• Request Templates

Create templates that contain the information customers need to provide to you during service supervision, and upload the templates. When submitting requests, customers can download and fill in the templates.

### Step 5 Click Next.

The **Product Details** page is displayed.

**Step 6** Enter the product information (including **Overview**, **Description**, and **Highlights**), and describe customer cases as instructed.

My Products / Release Product	
1 Basic Information	Enter Product Details 3 Enter Qualification 4 Enter Service Information
Product Details	
* Overview	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page.
	0/1.000
	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page.
* Description	
* Description	
	0/5,000
	Provide details about your product, including core functions and services. They will be presented on the product details page. They must contain 1000 to 5000 characters.
* Highlights	Add
	Add some product highlights.
	5 highlights are recommended (500 characters limit).
Customer Case	
Previous Next	

### D NOTE

- You can drag the lower right corner of the **Description** text box to resize it.
- You can hover the mouse pointer over the customer case you have added, and then you can delete or edit the case.

### Step 7 Click Next.

The **Qualification Information** page is displayed.

Step 8 Set End User License Agreement, After-Sales Support, User Guide, Software Copyright Certificate, and Open-Source Software Notice as instructed.

Basic Information	(2) Enter Product Details [Enter Qualification (3) Enter Service Information
ualification Information	
FEnd User License Agreement	
	0220,000
	End User License Agreement (ELUA) is an agreement signed between you and your KoxGallery end user. To better serve your KoxGallery end users and avoid legal disputes, you are advised to specify, in the EULA, your services and commitments, SUA, conditions of use, after-sales services and support, consumer rights protection, personal information and data protection, and your legal obligations (200,000 characters limit). $\pm$ Example
After-Sales Support	
	0/300
	Describe the after-sales services that you provide (300 characters limit). Specify the service time, service content, holline, and email address, and ensure that you can provide timely after-sales support within the specified service time.
	Example: Time: 5 x 8 hours (GMT+08:00)
	Services: xxyyz Hokine: 4852 0000000 Email Address: xx@yyy.com
User Guide	Upload File
	Maximum file size: 20 MB Supported file types: ZIP_DOC, DOCK, PDF, PPTX, Describle how tog in to the product management platform and use your product in the user guide. For an image product, specify the ports to open and describe how to log in to the ECS on which the image is deployed and use the image.
Software Copyright Certificate	Available     None
	Upload File
	Upload the software copyright certificate or any other sales qualification certificates. Supported file size: 20 MB Supported file syste: ZIP, DOC, DOCK, PDF, PPT, PPTX For a product involving software, upload the software copyright certificate that matches the product name.
Open-Source Software Notice	Available     NIA
	Upload File
	Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select NiA. For terms instands to open-source software, see AUMURE LCULD (Sociality Seller Agreement.

### **NOTE**

#### • End User License Agreement

The EULA is an online agreement entered into between you and customers. It takes effect when customers select it during order placement. It cannot contain any unfilled content and cannot be stamped. You can drag the lower right corner of the **End User License Agreement** text box to resize it.

#### • After-Sales Support

Add the time zone to the end of the service time, for example, (GMT+08:00).

Ensure that your hotline and email address are reachable and you can provide after-sales services as required. If customers purchasing this product cannot contact your company or they do not receive any reply from you after sending emails for multiple times, KooGallery will remove the product from the catalog.

Ensure that you can provide after-sales hotline and email services in English.

#### • Software Copyright Certificate

Upload a software copyright certificate that matches your product. The uploaded certificate will be reviewed by Huawei Cloud KooGallery to confirm whether your product meets the release requirements. The certificate is only for review and will not be displayed on the product details page.

### Step 9 Click Next.

The **Service Information** page is displayed.

**Step 10** Set **Service Information**, **Product Specifications**, and **SEO Information** as instructed.

1 Basic Information	2 Enter Product Details	3 Enter Qualification	Enter Service Information
Service Information			
* Public Product	provide them with the URL on the prod Select Yes to allow users to purchase t KooGallery and to allow users to purch URL of a product.	uct details page. he product on the frontend page of the ase the product using the product URL uct. After the product is released, the K	u select No to make this product available to specific customers, locGallery. Saleet No to hide the product from the frontend page of the ou provide. You can click Details on the My Products page to view the oGallery will test the subscription process and use of the product. After
* Product Category	¥	Ŧ	
* Applicable OS	Windows Linux U	Inix Other	
Business Letter	Upload File J Business Lett To request a non-standard revenue shi Supported file types: ZIP, DOC, DOCX	ring ratio for the product, upload a busi	ess letter KooGallery Standard Revenue Sharing Rule MB
* Contract Name		▼ Contract Deta	s
* Settlement Rules 🕐			
Product Specifications			
You can release a maximum of 30 sp	ecifications. To release a product with a	large number of specifications, set Pric	ng Template to Custom template, add specifications with multiple SKUs, and set different pricing plans for each SKU.Learn more
<ul> <li>Specification 1</li> </ul>			
(+) Add			
SEO Information Strictly	follow the instructions for filling the SEC	) information. 🛓 Instruction	
* Title	Product name_Keyword 1_Keyword	2 -HUAWEI CLO	UD KooGallery
	Enter the product name and keywords KooGallery.	(advantages or type). Max. 55 characte	s. The title will be automatically sufficed with -HUAWEI CLOUD
* Keywords	Keyword 1,Keyword 2,Keyword 3		
	Enter at least 3 keywords that make yo	ur product more visible in search result	(Max. 45 characters)
* Description	HUAWEI CLOUD KooGallery		

# Figure 3-2 Product specifications

<ul> <li>Specification 1</li> </ul>				6
* Specification Name	Enter a maximum of 50 character	s. Specification names are visible to users on the	nni et dable sed executives dable sous	
* Pricing Template	Simple template	• 💿		
* Billing Mode	Monthly Yearly	One-time		
	Billing Mode	Unit Price		
	Monthly		USD/month	
	Yearly		USD/year	
	One-time		USDione-time	

### D NOTE

- If you set Public Product to No, the product will be hidden from KooGallery frontend page and search results. Customers can access and purchase the product only by using the product URL you provide. To obtain the URL of such a product, choose Product Management > My Products. In the same row of the product, click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.
- If you want to set a fixed price for product specifications in yearly/monthly or one-time payment billing mode, select a simple pricing template.
- If you want to set a separate price in each SKU for product specifications in yearly/ monthly or one-time payment billing mode, select a custom pricing template. If an SKU contains attributes of the quantity type, you can also use linear or tiered pricing for the attributes. For details about how to release a product specification that contains multiple SKU attributes, see 3.8 Releasing Multi-SKU Product Specifications.
- Fill in the SEO information by referring to the **instructions** to facilitate entry addition of third-party search engines such as Google.

#### Step 11 Click Preview.

The product details page is displayed.

Step 12 Confirm the configuration and click Submit.

The message "Are you sure you want to submit the product information?" is displayed.

Step 13 Click OK.

The message "Product release information submitted successfully." is displayed.

**NOTE** 

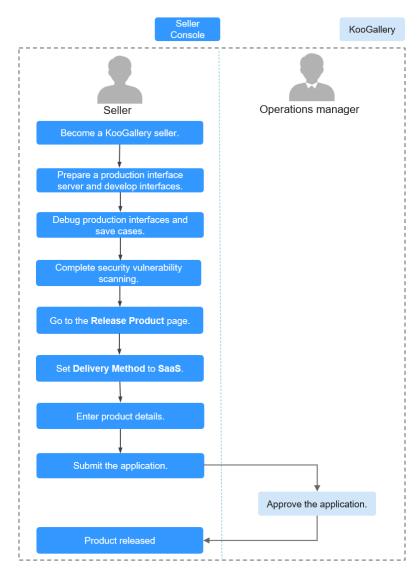
- You can upload a maximum of 100 documents or software of 10 GB in total to the Seller Console in a single day.
- When releasing a product, you can click Save Draft to save the product information before submission. You can choose Product Management > My Applications or Product Release > Drafts to view the draft information.
- Huawei Cloud KooGallery will review the product information you submitted within three business days. The review result will be sent to the email address bound to your Huawei Cloud account. The product will be available on KooGallery upon approval from KooGallery.

----End

# 3.5 SaaS Release Guide

# 3.5.1 Releasing SaaS

# **Release Flow**



# Prerequisites

- Deploy your SaaS products on Huawei Cloud (International) infrastructure. Huawei Cloud KooGallery does not accept SaaS products that are deployed on non-Huawei Cloud IaaS.
- Follow the guidance described in **SaaS Product Access Guide V2.0** to develop interfaces.
- Debug interfaces for application access. KooGallery provides the application access debugging function. Ensure that all required interfaces are debugged successfully. To ensure that your SaaS products can be enabled after subscription, KooGallery will save the successful debugging cases for interface verification during review of release and modification requests.
- If your SaaS products involve websites (including frontend and backend portals), ensure that your products do not contain malicious content or high-

risk vulnerabilities. Before releasing your products, scan them by following the **3.5.3 SaaS Product Security Vulnerability Scan Operation Guide and Security Specifications**. When releasing the products, associate the products with the corresponding scan test reports and submit them for review.

**NOTE** 

If you register with KooGallery as a seller or release new products after May 1, 2024, develop and debug interfaces based on **SaaS Product Access Guide V2.0**. The SaaS 2.0 interface protocols are more secure, more reliable, and easier to use.

## Procedure

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Product Management > My Products.
- **Step 3** Click **Release New Product** in the upper right corner of the page.

The **Product Details** page is displayed.

Step 4 In the Delivery Method area, select SaaS. In the Basic Information area, set Product Name and Version, upload a logo, and set Involve Service Supervision, Production System API URL, Extension Parameters, User Authorization Required, Sensitive Information Encryption Algorithm, and Vulnerability Scans.

Basic Information	(2) Enter Product Details (3) Enter Qual Information	fication (4) Enter Service Informat	lion		
Delivery Method		_			
Image	Professional SaaS Services	Consulting Service	License 🕼		
		LOUD lasS. After purchasing a SaaS product, users can on-HUAWEI CLOUD lasS. Before releasing SaaS product			erfaces can be correctly invoked and the products can be enabled after s
Basic Information					
* Product Name		]			
	Enter 1 to 50 characters. Ensure that the product name as that in the software copyright certificate. Do not use Ensure that the product name is free of spelling mistak	denotes the product content. For a software product, ens the name HUAWEI CLOUD. Do not include price, version es.	ure that the product name is the sa , and phone number information.	me	
* Version	V1.0	]			
	Only uppercase letters and digits are allowed, for example,	ple, V1.0 and V2.1.1. Do not use non-standard versions,	such as v0.1 and First Version.		
* Logo	HUAWEI Upload				
* Involve Service Supervision	🔾 Yes 💿 No				
	The option cannot be changed after the product is rele If customers can use the product after they submit reg If customers can immediately use the product after sub	jests or it takes some time to provision services for custon	ners, select Yes.		
* Production System API URL		•			
	Enter a valid domain name starting with http:// or https: The product can be released only after the service inte access.	//. Do not enter an IP address. rface is connected to the KooGallery. Debug the interface	or manage cases for KooGallery		
User Authorization Required	To create an account based on phone number	To create an account based on email address	To create an account based on IAI	/ usemame	
* Vulnerability Scans	Associate vulnerability scan results O Does r	ot involve website vulnerability scan			
	Select the vulnerability scan result related to the SaaS Since August 1, 2020, all SaaS products that involve w modified. Perform a website vulnerability scan.	product you want to release. ebsites must accept a vulnerability scan before being rele	ased or having their specifications		
	Select a website vulnerability scan result.	*			
	Scan Service Name/Domain		L	ast Scanned	Last Scan Re
					No data available.



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### D NOTE

- For details about parameter settings, see 3.1 Product Release Description.
- Involve Service Supervision
  - If customers can use the product after they submit requests, or it takes some time to provision services for customers, select Yes. Orders of the product will be settled after the corresponding service flows are completed. This parameter cannot be modified after the product is released to KooGallery.

For details about the service flow, see 6.2 Supervising SaaS Products.

- If customers can immediately use the product after subscription, select **No**.

#### • Production System API URL

Select a saved address of a service interface that has been debugged. The address must start with http:// or https:// and must be a domain name. The production system server must be deployed on a Huawei Cloud ECS.

To release a product billed on a yearly/monthly basis, debug the interfaces of product subscription (yearly/monthly) and expiration as well as resource renewal and release. To release a product billed by one-time payment, debug the interfaces of product subscription (one-time) and resource release. For details about interface debugging, see **SaaS Product Access Guide V2.0**.

The version of the security transport layer protocol must be TLS1.1 or TLS1.2. TLS1.0, SSL1, and SSL2 cannot be used because they cannot ensure secure communications on the transport layer.

#### • Extended Parameters

Optional. You can click **Add** next to **Extension Parameters** to add up to three extension parameters that are required for product subscription. Ensure that the interface containing the extension parameters to be added have been debugged successfully.

To add a non-default parameter type, send an email to the KooGallery operations manager (partner@huaweicloud.com) to apply for adding the required parameter type. The application result is subject to KooGallery feedback.

#### • User Authorization Required

Optional. You can choose customers' private information to be transferred, such as the mobile number, email address, and IAM user name. You can select multiple options.

If the **To create an account based on phone number** option is selected, the parameter **mobilePhone** is included in the subscription request.

If the **To create an account based on email address** option is selected, the parameter **email** is included in the subscription request.

If the **To create an account based on IAM username** option is selected, the parameters **userId** and **userName** are included in the subscription request.

#### • Sensitive Information Encryption Algorithm

If privacy fields need to be transferred in a request, select an encryption algorithm for sensitive information based on the site requirements.

#### • Vulnerability Scans

If the product to be released involves vulnerability scans, select a vulnerability scan result. If the product does not involve vulnerability scans, enter the exception cause.

#### • Request Templates

Create templates that contain the information customers need to provide to you during service supervision, and upload the templates. When submitting requests, customers can download and fill in the templates.

### Step 5 Click Next.

The **Product Details** page is displayed.

**Step 6** Enter the product information (including **Overview**, **Description**, and **Highlights**), and describe customer cases as instructed.

Basic Information	Control 2 Enter Product Details      3 Enter Clualification      4 Enter Service Information
oduct Details	
Overview	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page
	0/1,
	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGailery catalog and the product details page.
Description	
Description	
Description	0/5, Provide details about your product, including core functions and services. They will be presented on the product details page. They must contain 10
r Description	
	Provide details about your product, including core functions and services. They will be presented on the product details page. They must contain 10 to 5000 characters.

#### **NOTE**

- You can drag the lower right corner of the **Description** text box to resize it.
- You can hover the mouse pointer over the customer case you have added, and then you can delete or edit the case.

## Step 7 Click Next.

The **Qualification Information** page is displayed.

Step 8 Set End User License Agreement, After-Sales Support, User Guide, Software Copyright Certificate, and Open-Source Software Notice as instructed.

1) Basic Information ———	(2) Enter Product Details (3) Enter Qualification (3) Enter Service Information
Qualification Information	
* End User License Agreement	
	0200,000
	End User License Agreement (EULA) is an agreement signed between you and your KooGallery end user. To better serve your KooGallery end users and avoid legal disputes, you are adviced to specify, in the EULA, your services and commitments, SLA, conditions of use, after-sales services and services and specific consumer rights protection, personal information and data protection, and your legal deligations (200,000 characters limit). J. Example
* After-Sales Support	
	Leacities the atem sales services test you proved (Jab Charadains Inni). Specify the service lines, service context, holline, and email address, and ensure that you can provide timely after-sales support within the specified service (Inn). Dample: Dample: Find Address: xu@gyyccom
⁺ User Guide	Upload File Maximum file size 20 MB Sispondiel Bryoke ZP DOC, DOCK, PDF, PPT, PPTK. Describe how to log in to BE's product management platform and use your product in the user guide. For an image product, specify the ports to open and describe how to log in to BE's on which the image is deployed and use the image.
Software Copyright Certificate	Available     None Upload File
	Uplicad the software copyright conflicate or any other soles qualification conflicates. Supported lie size: 20 MB Supported lies year: 20 MB COC, DOCK, POF, POF, POFX For a product horizing software, uplicad lies software copyright conflicate that matches the product name.
Open-Source Software Notice	Available NA     Vehad     Veha

### **NOTE**

#### • End User License Agreement

The EULA is an online agreement entered into between you and customers. It takes effect when customers select it during order placement. It cannot contain any unfilled content and cannot be stamped. You can drag the lower right corner of the **End User License Agreement** text box to resize it.

#### • After-Sales Support

Add the time zone to the end of the service time, for example, (GMT+08:00).

Ensure that your hotline and email address are reachable and you can provide after-sales services as required. If customers purchasing this product cannot contact your company or they do not receive any reply from you after sending emails for multiple times, KooGallery will remove the product from the catalog.

Ensure that you can provide after-sales hotline and email services in English.

#### • Software Copyright Certificate

Upload a software copyright certificate that matches your product. The uploaded certificate will be reviewed by Huawei Cloud KooGallery to confirm whether your product meets the release requirements. The certificate is only for review and will not be displayed on the product details page.

#### Step 9 Click Next.

The Service Information page is displayed.

**Step 10** Set **Service Information**, **Product Specifications**, and **SEO Information** as instructed.

Basic Information	(2) Enter Product Details (3) Enter Qualification (4) Enter Service Information					
Service Information						
* Public Product	(i) Yes 🔿 No					
	The product URL will be different if you select Yes or No for this parameter. If you select No to make this product available to specific oustomers, provide them with the URL on the product details page. Select Yes to allow users to purchase the product on the frontend page of the KooGaillery. Select No to hide the product from the frontend page of the KooGaillery and to allow users to purchase the product using the product URL you provide. You can click Details on the My Products page to view the URL of a product. Select Xo when releasing a SaaS product. After the product is released, the KooGaillery will test the subscription process and use of the product. After the test is complete, the product will be sold publicly.					
* Product Category	<b>v</b>					
* Applicable OS	Windows Linux Unix Other					
Business Letter	Upload File 🛃 Business Letter Template					
	To request a non-standard revenue sharing ratio for the product, upload a business letter XooGallery Standard Revenue Sharing Rule Supported file types: ZIP, DOC, DOCX, PDF, PPT, PPTX.Maximum file size: 20 MB					
* Contract Name	Contract Details					
* Settlement Rules						
Product Specifications						
	specifications. To release a product with a large number of specifications, set Pricing Template to Custom template, add specifications with multiple SKUs, and set different pricing plans for each SKULearn more duct, add a specification priced 0 for KooGallery testing. The test specification will be removed after the testing is complete.					
✓ Specification 1						
⊕ Add						
SEO Information Stric	tly follow the instructions for filling the SEO information 🛓 Instruction					
* Title	Product name_Keyword 1_Keyword 2 HUAWEI CLOUD KooGallery					
	Enter the product name and keywords (advantages or type). Max. 55 characters. The title will be automatically suffixed with -HUAWEI CLOUD KooGallery.					
* Keywords	Keyword 1,Keyword 3					
	Enter at least 3 keywords that make your product more visible in search results. (Max. 45 characters)					
* Description	HUAWEI CLOUD KooGailery					

# Figure 3-3 Product specifications

#### Product Specifications

You can release a maximum of 30 specifications. To release a product with a large number of specifications, sel Pricing Template to Custom template, add specifications with multiple SKUs, and set different pricing plans for each SKU Learn more When you release a new SasS product, add a specification priced for KooGallery testing. The test specification will be removed after the testing is complete.
A Consideration 1

A opecification i						
* Specification Name	Enter a maximum of 50 characters. Specification names are visible to users on the product details and expenditure details pages.					
* Pricing Template	Simple template • )					
* Billing Mode	Monthy Yearly One-time					
	Billing Mode	Unit Price				
	Monthly		USD/month			
	Yearly		USDyear			
	One-time		USDione-time			
⊕ Add						

### **NOTE**

- If you set Public Product to No, the product will be hidden from KooGallery frontend page and search results. Customers can access and purchase the product only by using the product URL you provide. To obtain the URL of such a product, choose Product Management > My Products. In the same row of the product, click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.
- In the **Product Specifications** area, you can select **Trial** and set **Trial Days** for products billed on a yearly/monthly basis. Once you select **Trial**, all yearly/monthly products of the same specification can be used for trial. Customers can upgrade to the yearly/ monthly subscriptions when the trial period expires.
- Once you have released a specification for trial use, you are not allowed to prohibit trial use or change the trial period. Ensure that trial use of your product is allowed when releasing specifications for trial use.
- When you release your SaaS product for the first time, set **Public Product** to **No**, add a test specification priced 0, and set **Trial Days** to **3** for the product release test on KooGallery. After the test is complete, the test specification will be removed from KooGallery, and your product will be open to the public for sale.
- If you want to set a fixed price for product specifications in yearly/monthly or one-time payment billing mode, select a simple pricing template.

If you want to set a separate price in each SKU for product specifications in yearly/ monthly or one-time payment billing mode, select a custom pricing template. If an SKU contains attributes of the quantity type, you can also use linear or tiered pricing for the attributes. For details about how to release a SaaS product specification that contains multiple SKU attributes, see **3.8 Releasing Multi-SKU Product Specifications**.

- For details about how to release a pay-per-use specification/package or a stop-beforeexcess package, see 3.5.4 Releasing Pay-per-Use Specifications/Packages or Stop-Before-Access SaaS Packages.
- Fill in the SEO information by referring to the **instructions** to facilitate entry addition of third-party search engines such as Google.

#### Step 11 Click Preview.

The product details page is displayed.

**Step 12** Confirm the configuration and click **Submit**.

The message "Are you sure you want to submit the product information?" is displayed.

Step 13 Click Yes.

The message "Product release information submitted successfully." is displayed.

### **NOTE**

- When a SaaS product is released to KooGallery, KooGallery calls the service interface of
  the product in real time using the cases saved after successful interface debugging, to
  verify the URL of the production system API. If the service interface fails the
  verification, a message will be displayed in the upper right corner of the page.
  Locate and rectify the fault and submit the product release information again.
  Ensure that the service interface is debugged successfully in all service scenarios and
  then release the product.
- You can upload a maximum of 100 documents or software of 10 GB in total to the Seller Console in a single day.
- When releasing a product, you can click Save Draft to save the product information and later view the draft on the Product Management > My Applications page or the Product Release > Drafts page.
- Huawei Cloud KooGallery will review the product information you submitted within three business days. The review result will be sent to the email address bound to your Huawei Cloud account. The product will be available on KooGallery upon approval from KooGallery.
- After a SaaS product is approved and released, the product is temporarily hidden. KooGallery will subscribe to the test specifications of the product within three business days for testing. If the testing results are satisfactory, the test specifications will be removed from the catalog and the product can be sold to customers. If any problems are found during the testing, an email will be sent to your customer service email address or after-sales support email address. You need to solve the problems and respond to the email within two business days. Otherwise, your product is considered to have failed the testing and will be removed from the catalog.

----End

# 3.5.2 Enabling SaaS Product Access from KooGallery

Before releasing a SaaS product, develop interfaces that can be called by Huawei Cloud KooGallery. For details about access operations, see SaaS Product Access Guide V2.0.

### 

If you register with KooGallery as a seller or release new products after May 1, 2024, develop and debug interfaces based on **SaaS Product Access Guide V2.0**.

The SaaS 2.0 interface protocols are more secure, more reliable, and easier to use.

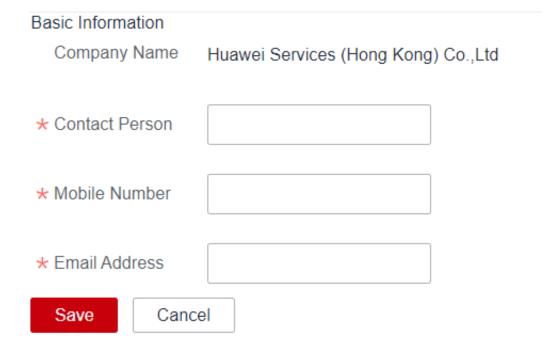
# **3.5.3 SaaS Product Security Vulnerability Scan Operation Guide and Security Specifications**

# Security Vulnerability Scan Operation Guide

If your SaaS products involve websites (including frontend and backend portals), ensure that your products do not contain malicious content or high-risk vulnerabilities. Scan your products before releasing them.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Application Tools** > **Vulnerability Scans**.
- **Step 3** In the **Basic Information** area, set the name, mobile number, and email address of the contact person and click **Save**.



**Step 4** In the **Scan Services** area, click **Create Scan Service**.

Scan Services Create Scan Service	o more that	n 5 scan services can be created	You can create 5 mor	e scan services	For more details about vulnera	ability scans, see the Help Center.
Scan Service Name/Domai		Verification Status	Last Scanned	Last Scan Result		Operation
			No	data available.		

**Step 5** Enter basic scan details and click **Next**.

1 Create Scan Service	(2) Verify	Domain Ownership — 3 Co	onfigure Website		
Scan Service Details * Scan Service Name		Example: XXX SaaS application ma	anagement website scan		
★ Domain Name	https://			$\bigcirc$	

Step 6 Verify the domain name ownership authentication, select I have read and agree to the HUAWEI CLOUD Vulnerability Scan Service Agreement, and click Verify.

Configure Website							×
(1) Create Scan Service — 2 Verify D	omain Ownership ———	3 Configure	Website				
Procedure							
1. 🕹 Download the verification file	to a local directory.						
2. Upload the verification file to t	ne root directory of the	website. Do	o not modif	fy the file nam	ne or content	t.	
3. Verify whether the file can be a	ccessed over public net	works.					
4. Click Verify to verify the domai	۱.						
I have read and agree to the HUAWEI C	LOUD Vulnerability Scan Servic Previous	e Agreement. Verify	Cancel				

**Step 7** Enter the website login details, confirm the details, and click **Confirm**.

1 Create Scan Service —	(2) Verify Domain Ownership (3) Configure Website
If the website has webpages	that can only be accessed after login, configure the following login methods so that the scan tool can help you detect more security issu
* Login Address	
Login method 1: Usernan	e and password
Username	
Password	
Confirm Password	
Login method 2: Cookies	
Cookie Value	Obtain Cookies
Webpage for Verification Verify your login credenti	als by entering the address of a webpage that can only be accessed after login.
* Webpage Address	

**Step 8** After the scan service is added, click **Scan** in the **Operation** column in the row containing the scan service to start it.

Create Scan Service No n	nore than 5 scan services can be create	ed. You can create 3 mo	pre scan services.	For more details about vulnerab	ility scans, see the Help Center
Scan Service Name/Domain	Verification Status	Last Scanned	Last Scan Result		Operation
dad https://www.baidu.hello	Verified	2023-08-31 11:37: 00	Progress Failed Result Failed ●High: 0 ●Medium: 0 ●Low: 0 ●Info	rmational: 0	Scar   Edit   Delete

## D NOTE

- Up to five scan services can be created.
- You cannot scan a domain name using multiple accounts or in Vulnerability Scan Service (VSS) before creating a scan service for the domain name in KooGallery. If you have created a scan task for a domain name using another account or in VSS, delete the scan task before you create a scan service for the domain name in KooGallery.
- If a product has multiple login addresses, you must create multiple scan services. Only one scan services of the same domain name can be executed at a time.
- Scan services whose domain names have not been verified cannot be edited. Scan services that are being executed cannot be edited or deleted. For scan services of a verified domain name, the domain name cannot be changed.
- After the scan is complete, you can view the scan result and report. When releasing the product, associate the scan result with the product and submit them for review.

----End

# SaaS Product Release Security Specifications

If your SaaS products involve websites (including frontend and backend portals), ensure that your products do not contain common web vulnerabilities, such as cross-site scripting (XSS), SQL injection, cross-site request forgery (CSRF), XML external entity (XXE) injection, OS injection, cross-directory access, file upload vulnerabilities, sensitive information leakage, URL redirection leakage, transport layer security (TLS) configuration defects, and web page Trojan horses. If the scan result of a product indicates that the product has a **high-risk vulnerability**, the product **fails** the scan. Fix the vulnerability before releasing the product.

# 3.5.4 Releasing Pay-per-Use Specifications/Packages or Stop-Before-Access SaaS Packages

# 3.5.4.1 Pay-per-Use Specifications/Packages

# Definition

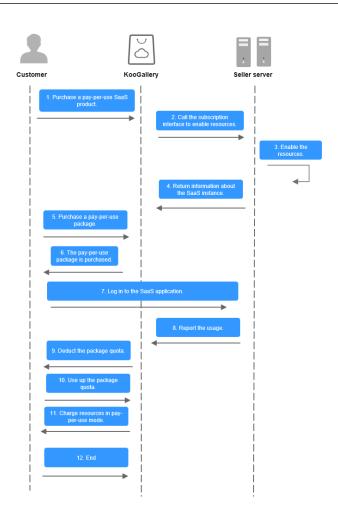
- Joint operations SaaS products in KooGallery support pay-per-use specifications and pay-per-use packages.
- Pay-per-use specification: In each billing cycle, the system calculates the fee based on the actual usage of each resource multiplied by the unit price, and then deducts the fee from customers' account balance.
- Pay-per-use package: After enabling pay-per-use billing, customers can buy pay-per-use packages. In each billing cycle, the package quota is deducted first. If the resource usage exceeds the quota, the system calculates the excess fee based on the **excess usage multiplied by the unit price**, and then deducts the fee from customers' account balance.

# Prerequisites

Before releasing a pay-per-use joint operations SaaS product, develop an interface on the production interface server of the product. For details, see **SaaS Product Access Guide V2.0**.

Inte rfac e Vers ion	Billing Mode	Interfaces	to Be Develo	oped and De	ebugged	
V 1.0	Pay-per- use specificati on	Subscripti on (with <b>Billing</b> <b>mode</b> set to <b>Pay-</b> <b>per-use</b> )	Resource release	Resource status change	Instance query	Pay-per- use resource usage push (new)
	Pay-per- use package	Subscripti on (with Billing mode set to Pay- per-use)	Resource release	Resource status change	Instance query	Pay-per- use resource usage push (new)
V2.0	Pay-per- use specificati on/ package	Instance creation	Instance informati on query	Instance update	Instance release	Pay-per- use resource usage push (new)

# Product purchase and use process



# **Billing Cycle and Rule**

Hourly

Report service detail records (SDRs) at least once an hour. It is recommended that SDRs be reported within the first 15 minutes of the next hour after a customer uses the resources. For example, if the customer uses resources at 13:25, report SDRs between 14:00 and 14:15. In this way, the customer can be charged in real time. Otherwise, the fee deduction will be delayed. If you cannot report SDRs in real time, report them within 2 hours after resource consumption.

• Daily

Report SDRs to KooGallery every hour. If you can only report SDRs once a day, report them from 00:00 to 00:15. SDRs must be reported before 01:00. Otherwise, the fee will be deducted from customers on the next day.

Billing rule: The quota of packages, if any, is deducted first. **Excess fee = Excess usage x Unit price.** 

# Package Quota Deduction and Reset Rules

• Package quota deduction

Customers can buy up to 30 pay-per-use SaaS packages at a go. If there are multiple packages with the same attributes, the package with the earliest expiration time is used first.

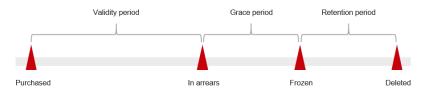
### Package reset

For packages that cannot be reset, the package content is the total available usage in the subscription term.

For packages reset by year or month, the package content is the annual or monthly available usage. Total package content = Annual or monthly available usage x Number of subscription years or months.

## **Important Notes**

• If a customer account is in arrears due to fee deduction for a pay-per-use resource, the resource instance enters the grace period. After the grace period ends, KooGallery calls the resource status change interface to ask you to freeze the resource, and the retention period starts. After the retention period ends, KooGallery calls the resource status change interface to ask you to release the resource. If you cannot release the resource in a timely manner, you must pay the outstanding amount of the customer and any fee caused by resource release failure. If the customer pays the outstanding amount during the grace period or retention period, the customer account will be restored and KooGallery will call the resource status change interface to ask you to unfreeze the resource.



### **NOTE**

Huawei Cloud defines different grace periods and retention periods for different levels of customers.

- If a customer account is in arrears due to fee deduction for pay-per-use resources, KooGallery will start settlement with you only after the customer pays off the outstanding amount.
- Ensure the accuracy of reported SDRs. If abnormal fee deduction occurs due to inaccurate SDRs, you need to negotiate with the customers.

# 3.5.4.2 Stop-Before-Excess Packages

# Definition

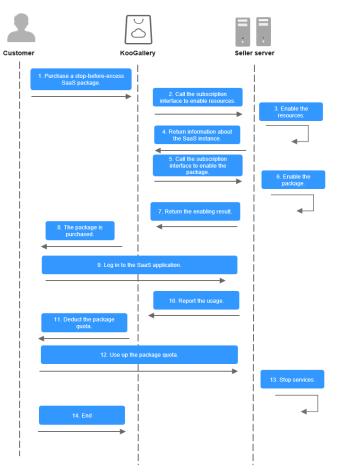
- A stop-before-excess package is pre-paid. It is applicable to customers who have stable resource requirements and want to reduce costs.
- Resource usage is deducted from the package quota. After the package quota is used up, services will stop. To use services, customers need to purchase packages again.

### Prerequisites

Before releasing a stop-before-excess joint operations SaaS product, develop an interface on the production interface server of the product. For details, see SaaS Product Access Guide V2.0.

Inte rfac e Vers ion	Billing Mode	Interfaces	to Be Develo	oped and De	ebugged	
V 1.0	Stop- before- excess package	Subscripti on (with Billing mode set to Pay- per-use and Pay- per-use package)	Resource release	Resource status change	Instance query	Pay-per- use resource usage push (new)
V2.0	Stop- before- excess package	Instance creation	Instance informati on query	Instance update	Instance release	Pay-per- use resource usage push (new)

# Product purchase and use process



# **Billing Cycle and Rule**

Hourly

Report service detail records (SDRs) at least once an hour. It is recommended that SDRs be reported within the first 15 minutes of the next hour after a customer uses the resources. For example, if the customer uses resources at 13:25, report SDRs between 14:00 and 14:15. In this way, the customer can be charged in real time. Otherwise, the fee deduction will be delayed. If you cannot report SDRs in real time, report them within 2 hours after resource consumption.

Daily

Report SDRs to KooGallery every hour. If you can only report SDRs once a day, report them from 00:00 to 00:15. SDRs must be reported before 01:00. Otherwise, the fee will be deducted from customers on the next day.

# Package Quota Deduction and Reset Rules

• Package quota deduction

Customers can buy up to 30 stop-before-excess SaaS packages at a go. Each package maps an instance ID (**instance\_id**). You need to call the SDR report interface to specify a package for fee deduction.

• Package reset

For packages that cannot be reset, the package content is the total available usage in the subscription term.

For packages reset by year or month, the package content is the annual or monthly available usage. Total package content = Annual or monthly available usage x Number of subscription years or months.

# Important Notes

- The default price of each pay-per-use billing item is 0. You need to set the package quota and stop billing when the quota is used up.
- Ensure the accuracy of reported SDRs. If abnormal package quota deduction occurs due to inaccurate SDRs, you need to negotiate with the customers.

# 3.5.4.3 Creating a Pay-per-Use SaaS Specification and Adding a Package

# Creating a Pay-per-Use SaaS Specification

Perform the following steps when specifying a specification on the **Enter Service Information** page.

### Step 1 Set Pricing Template to Pay-per-use.

∧ Specification 3   Limited sale	8	Q Ū 17
* Specification Name		
	Enter a maximum of 50 characters. Specification names are visible to usees on the product details and expenditure details pages.	
* Pricing Template	Simple template	
* Billing Mode	Simple temptate	
	Custom template	
	Paylor-use	
	Monthly USDImonth	
	Yearly USD/year	
	resi)	
	Ore-Ime USDitre-Ime	

### Step 2 Set Metering Mode to Pay-per-use.

Specification 3   Limited sale			@ Ū
Specification Name			
	Enter a maximum of 50 characters. Specification r	mannes are visible to users on the product details and expenditure details pages.	
Pricing Template	Pay-per-use	• 0	
		Is a many time set specified in a polyage. afficiately the cooperiorsel balance parent permissions you configured. Heavel Cloud customers can use credit balances to buy pay per use specifications. mere pray all the time for the pay per use specifications.	
- Metering Mode	Pay-per-use     Stop-before-excess		
Billing Mode	Add Billing Factor		
	Billing factors are the minimum billing unit.		
Package	Add Package		

### Step 3 Click Add Billing Factor next to Billing Mode. Select a billing factor and click OK.

		Add Billing Factor		×	6
/					Q 13
Specification 3   Limited	sale	Enter a dimension or unit. Q Common Billing Factors Extended Billin	g Factors		@ Ē
Specification Name		2 Neasurement Dimension	Unit	_	
	Enter a maximum of 50 characters. Specifi	Arrount	amount	_	
Pricing Template	Pay-per-use			_	
	Customers pay before they use. They can Fee deduction of pay-per-use specification	downstream	GB	es to buy pay-per-use specifications.	
	Huawei will settle the payment with you aft	Peak Bandwidth	Moitis	to be only pay per use appendications.	
k Metering Mode	Pay-per-use Stop-before-exce	Storage Space	GB		
Billing Mode	Add Billing Factor	Quantity	Thousand PCS		
	Billing factors are the minimum billing unit.	Duration	SECOND		
Package	⊕ Add Package	Duration	MINUTE		
		ок	Cancel		
		UK	Calicel		

# Step 4 Set Billing Cycle, Price Mode, and Accumulation Cycle for the billing factor.

A Specification 3   Limited sa	n	🕸 🗓 17
* Specification Name		
	Enter a maximum of 50 characters. Specification names are visible to users on the product details and expenditure details pages.	
* Pricing Template	Pay-per-use * ()	
	Colorem pay before they use. They can call APIE as may been as apported to a package. Fee deductor of pay on easy performance and a fielded by the couporcinetific balance payment premissions you configured. Humen Glasse Claud customers can use and balances to buy pay-on-use specifications. Humen will still be apprend with you also calcoreme pay liteles the pay-on-use proceedications.	
* Metering Mode	Pay-per-use     Sisp-before-eccess	
* Billing Mode	Add Billing Factor	
	Billing factors are the minimum billing unit.	
	Assunt	Delete
	Billing Cycle Voir	
	Price Node   Price Proof pricing  Volume pricing	
	Dialing Talen1	Delate

- **Billing Cycle**: For example, if the billing cycle is daily (24 hours), the service fee is calculated every 24 hours since the service is used.
- **Price Mode**: Select fixed pricing, tiered pricing, or volume pricing.
  - Fixed pricing: Calculates the usage fee in each SDR. Fee = Usage x Unit price.
  - Tiered pricing: Calculates the total usage fee in an accumulation cycle. Fee = Tier 1 (Usage x Unit price) + Tier 2 (Usage x Unit price). Example: If calls within 3 minutes are \$0.3 USD/minute and calls over 3 minutes are \$0.2 USD/minute, then an 8-minute call in an accumulation cycle is (0.3 x 3) + (0.2 x 5) = \$1.90 USD.
  - Volume pricing: Calculates the usage fee in each SDR. Fee = Usage x Unit price for the usage range. Example: If calls within 3 minutes are \$0.3 USD/minute and calls over 3 minutes are \$0.2 USD/minute, then an 8-minute call is 0.2 x 8 = \$1.60 USD.
- Accumulation Cycle: mandatory for tiered pricing.

Step 5 Click Add Billing Item and specify the billing item name and price.

<ul> <li>Specification 3   Limited sale</li> </ul>		🕸 🛈 17
* Specification Name		
	Enter a maximum of 50 characters. Specification names are visible to users on the product details and expenditure details pages.	
<ul> <li>Pricing Template</li> </ul>	Pag-par-usa * ()	
	Conformers pay before they use. They can call APIs as many times as specified in a package. Free debuilding in capacity can be called a second of the comparison before the comparison before pay on the comparison before	
· Metering Mode	Pary per use	
- Silling Mode	Add Billing Factor	
	Billing factors are the minimum billing unit.	
	Amsunt	Delete
	Biling Cycle Hear +	
	Price Mode	
	giling Hen1	Delete
	Dilling Item Name (English)     Number of Messages	
	Visible to customers; max. 20 characters.	
	Price     T     USD/ amount	
	Add Billing Item	
Package	⊙ Add Package	

#### **NOTE**

A billing factor must have at least one billing item.

Step 6 Enter other information and submit the product for review. To add a pay-per-use package to the product, see Adding a Pay-per-Use Package.

----End

## Adding a Pay-per-Use Package

To add a pay-per-use package, add a billing factor by referring to section **Creating a Pay-per-Use SaaS Specification**, and then perform the following steps.



Paclage	V Patapi	Delete
	() Add Poctage	

Step 2 Set Package Name, Billing Cycle, Duration, Resource Reset Rule, Package Details, and Unit Price.

You need to add a billing item in the **Package Details** area. It is recommended that only one billing item be set for a package. After selecting a billing item, set the package content.

Package	<ul> <li>Messages package</li> </ul>		Add Billing Item			×	Down   Delete
	<ul> <li>Package2</li> </ul>		2				Up Delete
	* Package Name (English)		Billing Item Number of Messages	Prising/Accumulation Cycle Fixed pricing	S1/amount		
	* Billing Cycle	Monthly O Yearly	10 V Total Records: 1 < 1				
	* Duration	1 months 2 months					
	* Resource Reset Rule	None Nonthly Non-resetting: The package cont Resetting by year/month: The co purchased.					ege is
	* Package Details	Billing Item	billing Br.				
	* Unit Price						
	* Configured Prices	Period 1 month					
	Add Package			Cancel		_	
· Parlan Palata	Dilling Here		Package Content		Orestian		
* Package Details	Billing Item		Package Content		Operation		
	Number of Messages		10000 amount/m	onth	Delete		
	⊕ Add	_	ckage.				
	(Recommended) Add o	nly one billing item to each paci					
* Unit Price	(Recommended) Add o	nly one billing item to each pack					
* Unit Price			Unit Price (USD)				

# D NOTE

**Resource Reset Rule**: For packages that cannot be reset, the package content is the total available usage in the subscription term. For packages reset by year or month, the package content is the annual or monthly available usage. Total package content = Annual or monthly available usage x Number of subscription years or months. Assume that a customer subscribes to a traffic package with a period of three months and the package content is 1,000 GB/month. If the package content is reset every month, the customer can use 1,000 GB traffic every month. If the package content cannot be reset, the customer can use a total of 1,000 GB traffic over three months.

Step 3 (Optional) To add another package, click Add Package.

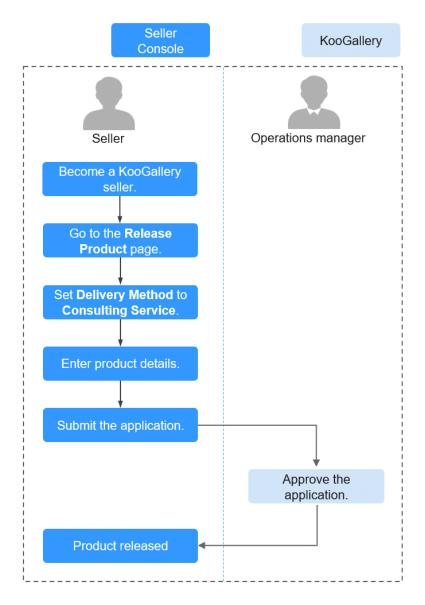
<ul> <li>Monthly SMS Package</li> </ul>					De
Package Name (English)	Monthly SMS Package Volble to c	Monthly SMS Package Volble to customers; mix 20 characters.			
· Silling Cycle	Monthy O Yearly				
* Duration	1 month 2 months 3 months	4 months 5 months 6 months	7 months 6 months	9 months 10 months	
* Resource Reset Rule	Norm     Norm				
* Package Details	Billing Item	Package Content	0	peration	
	Number of Messages	10000 amount/month	D	elete	
	Add (Necommended) Add only one billing item to each per	skape.			
+ Unit Price	100 USD/month				
· Configured Prices	Period	Unit Price (USD)			
Configured Prices	Period 1 month	Unit Price (USD) 100.00			

**Step 4** Enter other information and submit the product for review.

----End

# 3.6 Releasing Consulting Services

# **Release Flow**



# Prerequisites

Consulting services are offered on KooGallery as products. This type of products is not traded on KooGallery. KooGallery only provides links to access the products on sellers' official websites.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management > My Products**.

**Step 3** Click **Release New Product** in the upper right corner of the page.

The **Product Details** page is displayed.

**Step 4** In the **Delivery Method** area, select **Consulting Service**.

In the **Basic Information** area, set **Product Name** and **Version**, and upload a logo as instructed.

#### **NOTE**

For details about parameter settings, see 3.1 Product Release Description.

y Products / Release Product					
Basic Information	2 Enter Product Details	<ul> <li>         —          <sup>3</sup> Enter Qualification Information         </li> </ul>	(4) Enter Service Information	ation	
Delivery Method					
Image	Professional Services	Saa S 🙆	Consulting Service	License (	
Consulting services are offered Learn how to release products.	on the KooGallery as products. This ty	pe of products is not traded on the K	ooGallery. The KooGallery only provide:	s links to access the products on sellers	official websites.
Basic Information					
* Product Name	Enter 1 to 50 characters. Ensure the as that in the software copyright cer Ensure that the product name is fre	tificate. Do not use the name HUAW	duct content. For a software product, en: El CLOUD. Do not include price, versior	sure that the product name is the same , and phone number information.	
* Version	V1.0 Only uppercase letters and digits an	e allowed, for example, V1.0 and V2	1.1. Do not use non-standard versions,	such as v0.1 and First Version.	
* Logo	HUAWEI	1			
Next					

Step 5 Click Next.

The **Product Details** page is displayed.

**Step 6** Enter the product information (including **Overview**, **Description**, and **Highlights**), and describe customer cases as instructed.

1 Basic Information ———	2 Enter Product Details	Enter Qualification	(4) Enter Service Information	
Product Details				
* Overview	Enter a product overview containing	g 1 to 1000 characters. The overview	v will be displayed on the KooGallery catalog and the produc	t details page.
				0/1,000
	Enter a product overview containing	1 to 1000 characters. The overview	will be displayed on the KooGallery catalog and the product of	letails page.
* Description				
				h
	Provide details about your product, in to 5000 characters.	cluding core functions and services	They will be presented on the product details page. They m	0/5,000 ust contain 1000
★ Highlights	● Add			
	Add some product highlights.			
	5 highlights are recommended (500 o	characters limit).		
Customer Case	<b>⊙</b> Add			
Previous Next				

- You can drag the lower right corner of the **Description** text box to resize it.
- You can hover the mouse pointer over the customer case you have added, and then you can delete or edit the case.

#### Step 7 Click Next.

The Qualification Information page is displayed.

Step 8 Set End User License Agreement, After-Sales Support, User Guide, Software Copyright Certificate, and Open-Source Software Notice as instructed.

y	O Enter Product Details      O Information      O Enter Service Information
alification Information	
End User License Agreement	
	ار معمد معمد م
	End User License Agreement (ELLA) is an agreement signed between you and your Koofallery and user. and avoid legal displates, you are advised to specify, in the ELLA, your services and convertments, SLA, cooldings of users and support, comumer (right products), present information and data products, and you legal adaptation (SLOO) distruction (SL). I is comple-
After-Sales Support	
	0/300
	Describe the after-safes services that you provide (300 characters limit). Specify the service time, service content, hotline, and email address, and ensure that you can provide timely after-sales support within the specified service time.
	Example: Time: 5.x 8 hours (GMT+08:00)
	Services: xxy/zz Hodine: +852 (x000000 Email Address: xx@yyy.com
User Guide	Upload File
	Maximum file size: 20 MB Separation file year: 28 DOC, DOCX, PDF, PPT, PPTX, Describe how to log in to the Exproduct management platform and use year product in the user guide. For an image product, specify the ports to open and describe how to log in to the ECS on which the image is deployed and use the image.
Software Copyright Certificate	Avsilable     None
	Upload File
	Upload the software copyright certificate or any other sales qualification certificates. Supported file size: 20 MB Supported file pyes: ZIP, Doc, DOCX, PDF, PPT, PPTX
	Supported in types, ar, box, box, box, ren, ren, ren, rend For a product involving software, upload the software copyright certificate that matches the product name.
Open-Source Software Notice	Available     NA
	Uplead Fite Declare the open-source software usage of the product in the Open-Source Software Notice. If no open-source software is used, select N/A. For terms
	related to open-source software, see HUAWEI CLOUD KooGallery Seller Agreement 🛓 Download Template Supported file size: 20 MB
	Supported file types: ZIP, DOC, DOCX, PDF, PPT, PPTX

#### • End User License Agreement

The EULA is an online agreement entered into between you and customers. It takes effect when customers select it during order placement. It cannot contain any unfilled content and cannot be stamped. You can drag the lower right corner of the **End User License Agreement** text box to resize it.

#### • After-Sales Support

Add the time zone to the end of the service time, for example, (GMT+08:00).

Ensure that your hotline and email address are reachable and you can provide after-sales services as required. If customers purchasing this product cannot contact your company or they do not receive any reply from you after sending emails for multiple times, KooGallery will remove the product from the catalog.

Ensure that you can provide after-sales hotline and email services in English.

#### • Software Copyright Certificate

Upload a software copyright certificate that matches your product. The uploaded certificate will be reviewed by Huawei Cloud KooGallery to confirm whether your product meets the release requirements. The certificate is only for review and will not be displayed on the product details page.

#### Step 9 Click Next.

The Service Information page is displayed.

#### Step 10 Set Service Information and SEO Information as instructed.

My Products / Release Product	
Ny Floades / Release Floader	
1 Basic Information	2) Enter Product Details 3) Enter Qualification 4] Enter Service Information
Service Information	
* Public Product	Yes No
	The product URL will be different if you select Yea or No for this parameter. If you select No to make this product available to specific outsomers, provide them with the URL on the product details page. Select Yea to allow users to purchase the product on the frontend page of the KooGallery. Select No to histe the product from the frontend page of the KooGallery and to allow users to purchase the product using the product URL you provide. You can click Details on the My Products page to view the URL of a product. Select No where releasing a SaaS product. After the product is released, the KooGallery will test the subscription process and use of the product. After the test is complete, the product will be sold publicly.
* Product Category	· · · · · · · · · · · · · · · · · · ·
* Applicable OS	Windows Linux Unix Other
Business Letter	Upload File 🛃 Business Letter Template
	To request a non-standard revenue sharing ratio for the product, upload a business letter KooGallery Standard Revenue Sharing Rule Supported file types: ZIP, DOC, DOC, PDF, PPT, PPTX.Maximum file size: 20 MB
* Contract Name	Contract Details
* Settlement Rules (?)	
SEO Information Strict	y follow the instructions for filling the SEO information 🕁 Instruction
* Title	Product name_Keyword 1_Keyword 2
	Enter the product name and keywords (advantages or type). Max: 55 characters. The title will be automatically sufficient with -HUAWEI CLOUD KooGallery.
* Keywords	Keyword 1,Keyword 2,Keyword 3
	Enter at least 3 keywords that make your product more visible in search results. (Max. 45 characters)
* Description	HUAWEI CLOUD KooGallery
	23/300
	Describe the product functions, application scenarios, and highlights that address user needs. (Max. 300 characters)
Enter the SEO information to inc	rease the exposure chance for your product.

- If you set Public Product to No, the product will be hidden from KooGallery frontend page and search results. Customers can access and purchase the product only by using the product URL you provide. To obtain the URL of such a product, choose Product Management > My Products. In the same row of the product, click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.
- Fill in the SEO information by referring to the **instructions** to facilitate entry addition of third-party search engines such as Google.

## Step 11 Click Preview.

The product details page is displayed.

**Step 12** Confirm the configuration and click **Submit**.

The message "Are you sure you want to submit the product information?" is displayed.

Step 13 Click Yes.

The message "Product release information submitted successfully." is displayed.

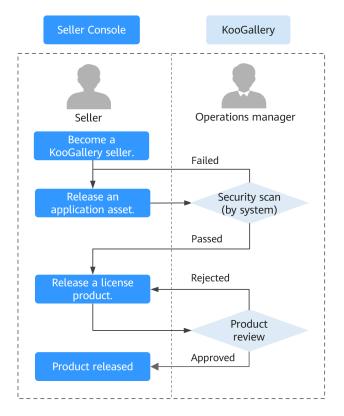
- You can upload a maximum of 100 documents or software of 10 GB in total to the Seller Console in a single day.
- When releasing a product, you can click Save Draft to save the product information before submission. You can choose Product Management > My Applications or Product Release > Drafts to view the draft information.
- Huawei Cloud KooGallery will review the product information you submitted within three business days. The review result will be sent to the email address bound to your Huawei Cloud account. The product will be available on KooGallery upon approval from KooGallery.

----End

# 3.7 License Release Guide

# 3.7.1 Process Overview

# **Release Flow**



- 1. Register with KooGallery and become a KooGallery seller.
- 2. Release the software package of an application asset in the asset center. For details, see **Adding an Asset**.
- 3. Wait for KooGallery to perform a security scan on the application asset. For details, see **Asset Security Standards**.
- 4. Release a license product. For details, see 3.7.3 Releasing Licenses.

- 5. Wait for the KooGallery operations manager to review the application. For details, see **Table 3-1**.
- 6. The product is released.

# 3.7.2 Adding and Managing Application Assets

KooGallery provides a unified asset management center for you to **add**, modify, **delete**, and perform other operations on assets.

You can release application assets added to KooGallery as commercial license software later. Before releasing an application asset, ensure that its software package complies with **Asset Security Standards**.

# **Asset Security Standards**

After you submit a request for releasing an application asset, KooGallery automatically scans the software package of the asset against items listed in the following table.

ltem	Requirement
Virus	Software packages cannot contain viruses, Trojan horses, or malicious programs.
Software package vulnerability	Software packages cannot contain high-risk vulnerabilities whose CVSS score is 7.0 or higher.

# **Adding an Asset**

- **Step 1** Log in to the KooGallery Seller Console using your Huawei Cloud account that you used to register with KooGallery.
- **Step 2** In the navigation pane, choose **Product Management** > **My Assets**. On the displayed page, click **Add Asset** in the upper right corner.
- Step 3 In the Select Asset Type dialog box, set Category to Application and click OK.
- **Step 4** Enter related information as prompted and click **Submit for Review**. Then you can check the asset review status.

# 

- 1. If the size of the software package is greater than 1 GB, upload it to an OBS bucket in the CN North-Beijing4 region under your account first. For details, see Using OBS Console.
- 2. Check your software package against the **KooGallery Product Security Review Standards 3.0**. If it fails the check, rectify the issues first.

----End

# **Checking the Asset Review Status**

You can check the review status on the **Requests** tab under **Product Management** > **My Assets**.

NI ~ ] [	All ~	All v	All	Enter an asset name.		
Asset Name	Category	Subcategory	Application Type	Applied	Status	Operation
33	Application	Deployment software pack	Add Asset	Sep 29, 2024 11:02:19 GMT+08:00	O Reviewing	Details
1131	Application	Deployment software pack	Add Asset	Sep 02, 2024 14:01:08 GMT+08:00	O Reviewing	Details
draft-1	Application	Deployment software pack	Add Asset	Aug 30, 2024 16:52:32 GMT+08:00	O Reviewing	Details
1121-close	Application	Deployment software pack	Add Asset	Aug 30, 2024 16:46:21 GMT+08:00	O Reviewing	Details
test_case	Application	Deployment software pack	Add Asset	Aug 28, 2024 14:47:05 GMT+08:00	O Approved	Details
1122	Application	Deployment software pack	Add Asset	Aug 27, 2024 16:31:39 GMT+08:00	O Approved	Details
ecs-20270617001	Image	ECS Image	Add Asset	Jun 17, 2024 10:10:05 GMT+08:00	O Approved	Details
new-image-20240611194500	Image	ECS Image	Add Asset	Jun 11, 2024 19:42:39 GMT+08:00	O Approved	Details
new-image-20240611192500	Image	ECS Image	Add Asset	Jun 11, 2024 19:41:48 GMT+08:00	O Approved	Details
new-image-20240611192500	Image	ECS Image	Add Asset	Jun 11, 2024 19:32:15 GMT+08:00	<ul> <li>Approved</li> </ul>	Details

- 1. Approved: You can release the asset as a commercial license.
- 2. **Scanning**: Wait for the system to check whether it complies with **Asset Security Standards**. If you have any questions, submit a service ticket to contact the customer service.
- 3. Rejected: You can perform the following steps to submit it again:
  - a. Click **Details** and click **Check Security** to download and view the security scan report.
    - i. After fixing the reported security issues, click **Modify**, modify related information, and submit the asset for review again.
    - ii. If an issue is falsely reported, click **Upload Proof** under **Tool Check**, upload the analysis of the false report, and click **Submit Appeal**. The asset status will change to **Reviewing**. KooGallery will review the appeal within three working days.

# **Deleting an Asset**

You can delete assets that are not associated with products and those in the draft box.

On the **Product Management** > **My Assets** page, click **Delete** in the **Operation** column and confirm the deletion.

# 3.7.3 Releasing Licenses

# Prerequisites

- 1. You have released the related software package to the asset center. For details, see **Adding an Asset**.
- 2. You have checked the release standards in **3.1 Product Release Description**. Product information must meet the standards.
- 3. Your product has passed the **joint operations certification** if you want to release it as a joint operations product.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management > My Products**.
- **Step 3** Click **Release New Product** in the upper right corner of the page.

The **Product Details** page is displayed.

Step 4 In the Delivery Method area, select License. In the Basic Information area, set Product Name and Version, upload a logo, read the description of Product Delivery Process, and set Delivery Period as instructed.

Basic Information	- ② Enter Product Details				
elivery Method					
Image	Professional 6				
Licenses of commercial softwa Learn how to release products	are (such as images and SaaS) are offered as products on the KooGallery. License products include licenses of commercial operating systems, database middleware, and applications.				
lasic Information					
Product Name					
	Enter 1 to 50 characters, Ensure that the product name denotes the product content. For a software product, ensure that the product name is the same as that in the software copyright certificate. Do not use the name HUNWEI CLOUD. Do not include price, version, and phone number information. Ensure that the product name is free of spelling installware.				
Version	V1.0				
	Only uppercase letters and digits are allowed, for example, V1.0 and V2.1.1. Do not use non-standard versions, such as v0.1 and First Version.				
* Logo	Upleased				
Service Flow	© Select				
	Select a service delivery flow and deliver services with strict adherence to the service flow. The order will be settled after the service flow is completed. Pay-per-use products involving service supervision do not support milestone delivery.				
Product Delivery Process	After a customer purchases your license (including the software), the system automatically generates a license service order. Then, deliver the product				
Trouble beinery Frontia	rules a custome participate your increase (including one source), the system automaticatly generates a increase service cruce. Inter, custom the product a according to the service flow. After the product is delivered, provide the delivery details on the Service Supervision page and submit them for customer				
	acceptance. Once the customer accepts the product, the service order is completed. The system will start the settlement in the calendar month				
	following the month when the service order is completed.				
Delivery Period	calendar day				
	Enter a proper number of calendar days. If the delivery period is too long, the product release application may be rejected.				

- For details about parameter settings, see 3.1 Product Release Description.
- Delivery Process

Select a service flow template. After a customer purchases your license (including the software), KooGallery automatically generates a license service order. Deliver the license based on the selected service flow template. After the product is delivered, provide the delivery details on the **Service Supervision** page and submit them for customer acceptance. Once your product is accepted by the customer, the service order is completed. KooGallery will start the settlement in the calendar month following the month when the service order is completed.

For details, see 6.1 Supervising License Products.

• Delivery Period

Enter a proper number of calendar days. If the delivery period is too long or too short, your product release application may be rejected, or you may receive customer complaints if you cannot delivery the product in the specified delivery period.

#### Step 5 Click Next.

The **Product Details** page is displayed.

**Step 6** Enter the product information (including **Overview**, **Description**, and **Highlights**), and describe customer cases as instructed.

1) Basic Information ———	2 Enter Product Details ③ Enter Qualification ④ Enter Service Information
Product Details	
* Overview	Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page.
	0/1,000 Enter a product overview containing 1 to 1000 characters. The overview will be displayed on the KooGallery catalog and the product details page.
* Description	
★ Highlights	0/5,000 Provide details about your product, including core functions and services. They will be presented on the product details page. They must contain 1000 to 5000 characters.  Add some product highlights.
Customer Case	5 highlights are recommended (500 characters limit).

#### **NOTE**

- You can drag the lower right corner of the **Description** text box to resize it.
- You can hover the mouse pointer over the customer case you have added, and then you can delete or edit the case.

Step 7 Click Next.

The **Qualification Information** page is displayed.

Step 8 Set End User License Agreement, After-Sales Support, User Guide, Software Copyright Certificate, and Open-Source Software Notice as instructed.

My Products / Release Product	
(1) Basic Information ———	(2) Enter Product Details (3) Enter Qualification (4) Enter Service Information
Qualification Information	
* End User License Agreement	
	0200,000
	End User License Agreement (ELLA) is an agreement signed between you and your KooGallery end user. To better serve your KooGallery end users and avoid legal disputes, you are advised to specify, in the ELLA, your services and commitments, SLA, conditions of use, after sates services and support, consumer rights protection, personal information and data protection, and your legal deligations (200,000 characters limit). Its Deampte
* After Sales Support	
	0300
	Describe the after saries straines that you provide (300 characters limi). Specify the service time, service content, hotline, and email address, and ensure that you can provide timely after sales support within the specified service time. Example: Time: 5.8 hours (SMT+08:00) Services: xxyyzz Hohline - 482:2000000 Email Address: xxglyyy.com
* User Guide	Upload File
	Maximum file size: 20 MB Supported file types: ZP, DOC, DOCK, PDF, PPT, PPT, PTDK. Describle how to join to the product management platform and use your product in the user guide. For an image product, specify the ports to open and describe how to log in to the ECS on which the image is deployed and use the image.
* Software Copyright Certificate	Available O None
	Upload File Upload the software copyright certificate or any other sales qualification certificates. Supported fle size: 20 MB Supported fle size: 20 PCOC, DOCK, PDT, PPTX For a product involving software, upload the software copyright certificate that matches the product name.
* Open-Source Software Notice	Available     NA     Valade     Vala     Vala     Valade     Valade
Previous Next	Supported file types: ZIP, DOC, DOCX, PDF, PPT, PPTX

## 

#### • End User License Agreement

The EULA is an online agreement entered into between you and customers. It takes effect when customers select it during order placement. It cannot contain any unfilled content and cannot be stamped. You can drag the lower right corner of the **End User License Agreement** text box to resize it.

#### • After-Sales Support

Add the time zone to the end of the service time, for example, (GMT+08:00).

Ensure that your hotline and email address are reachable and you can provide after-sales services as required. If customers purchasing this product cannot contact your company or they do not receive any reply from you after sending emails for multiple times, KooGallery will remove the product from the catalog.

Ensure that you can provide after-sales hotline and email services in English.

#### • Software Copyright Certificate

Upload a software copyright certificate that matches your product. The uploaded certificate will be reviewed by Huawei Cloud KooGallery to confirm whether your product meets the release requirements. The certificate is only for review and will not be displayed on the product details page.

#### Step 9 Click Next.

The Service Information page is displayed.

**Step 10** Set **Service Information**, **Product Specifications**, and **SEO Information** as instructed.

My Products / Release Product	
1 Basic Information	- (2) Enter Product Details (3) Enter Qualification (6) Enter Service Information
Service Information	
* Public Product	● Yes ○ No
	The product URL will be different if you select Yes or No for this parameter. If you select No to make this product available to specific customers, provide the will will be URL on the product datals page. Select Yes to allow users to purchase the product on the frontend page of the KooGallery, Select No to Make the product from the frontend page of the KooGallery and to allow users to purchase the product using the product URL you provide. You can dick Details on the My Products page to view the URL of a product. Select XIs when releasing a SaaS product. After the product is released, the KooGallery will test the subscription process and use of the product. After the test is complete, the product will be sold publicly.
* Product Category	•
* Applicable OS	Windows Linux Unix Other
Business Letter	Upload File 🛓 Business Letter Template
	To request a non-standard revenue sharing ratio for the product, upload a business letter/KooGallery Standard Revenue Sharing Rule Supported file types: ZIP, DOC, DOCX, FDT, FPT, MPDX.Maximum file size: 20 MB
* Contract Name	Contract Details
* Settlement Rules (?)	
Product Specifications	
Product Specifications	specifications. To release a product with a large number of specifications, set Pricing Template to Custom template, add specifications with multiple SKUs, and set different pricing plans for each SKULLearn more
✓ Specification 1	······································
Add     Add	
SEO Information Stric	tly follow the instructions for filling the SEO information. As Instruction
* Title	Product name_Keyword 1_Keyword 2 HUWWEI CLOUD KooGallery
	Enter the product name and keywords (advantages or type). Max, 55 characters. The title will be automatically suffixed with +HUWWEI CLOUD KooGailery.
* Keywords	Keyword 1,Keyword 3
	Enter at least 3 keywords that make your product more visible in search results. (Max. 45 characters)
* Description	HUHWEI CLOUD KooGaitery
	23/00
	Describe the product functions, application scenarios, and highlights that address user needs. (Nax. 300 characters)
Enter the SEO information to in	rarease the exposure chance for your product.
Previous Preview	Submit

# Figure 3-4 Product specifications

roduct Specifications	0 specifications. To release a product	with a large number of specifications, set	tong Template to Custom template, add specifications with multiple SKUs, and set different pricing plans for each SKU Learn more	
∧ Specification 1				0
* Specification Name	Enter a maximum of 50 chara	cters. Specification names are visible to u	ns on the product details and expenditure details pages.	
* Pricing Template	Simple template	* ③		
* Billing Mode	Monthly Yearly			
	Billing Mode	Unit Price		
	Monthly		USDimonth	
	Yearly		USDiyear	
	One-time		USDione-time	

(+) Add

#### D NOTE

- If you set Public Product to No, the product will be hidden from KooGallery frontend page and search results. Customers can access and purchase the product only by using the product URL you provide. To obtain the URL of such a product, choose Product Management > My Products. In the same row of the product, click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.
- You can select either yearly/monthly billing mode or one-time billing mode for each specification of a license product.
- If you want to set a fixed price for product specifications in yearly/monthly or one-time payment billing mode, select a simple pricing template.
- If you want to set a separate price in each SKU for product specifications in yearly/ monthly or one-time payment billing mode, select a custom pricing template. If an SKU contains attributes of the quantity type, you can also use linear or tiered pricing for the attributes. For details about how to release a product specification that contains multiple SKU attributes, see 3.8 Releasing Multi-SKU Product Specifications.
- Fill in the SEO information by referring to the **instructions** to facilitate entry addition of third-party search engines such as Google.

#### Step 11 Click Preview.

The product details page is displayed.

**Step 12** Confirm the configuration and click **Submit**.

The message "Are you sure you want to submit the product information?" is displayed.

Step 13 Click OK.

The message "Product release information submitted successfully." is displayed.

**NOTE** 

- You can upload a maximum of 100 documents or software of 10 GB in total to the Seller Console in a single day.
- When releasing a product, you can click Save Draft to save the product information before submission. You can choose Product Management > My Applications or Product Release > Drafts to view the draft information.
- Huawei Cloud KooGallery will review the product information you submitted within three business days. The review result will be sent to the email address bound to your Huawei Cloud account. The product will be available on KooGallery upon approval from KooGallery.

----End

# 3.8 Releasing Multi-SKU Product Specifications

Multi-SKU product specifications are priced based on two or more dimensions, including the subscription time, quantity, and other custom dimensions. For example, a specification can be priced based on subscription time and version, or based on version, user quantity, and subscription time.

SaaS products, licenses, and professional services support multi-SKU pricing.

# Examples

If a product has different editions, functions, modules, and scenarios, release it as a whole with multiple specifications and SKUs.

Its editions, functions, modules, or scenarios cannot be released as independent products in KooGallery.

#### **NOTE**

#### Examples:

1. A product has basic, advanced, premium, and elite editions. It should be released as a whole with multiple specifications or SKUs in KooGallery.

2. A product has an edition with multiple functions, such as data governance, integration, and sharing. This product should be released as a whole with multiple specifications or SKUs.

3. A product has the following editions and each edition has multiple modules:

- Financial cloud: cashier, invoice, and expense management
- Marketing cloud: promotion, member, and commission management

This product should be released as a whole with multiple specifications and SKUs.

4. A product can be used in different scenarios, such as car, bus, and truck image recognition. This product should be released as a whole with multiple specifications and SKUs.

• Example 1: A software product is priced by software version and subscription time. The software version is an enumeration attribute and the subscription time is the billing mode, such as yearly or monthly. You need to add an enumeration attribute named **Software Version** on the **Product Attributes** page. When releasing a specification, select the attribute, set the enumerated values of the attribute to **Basic**, **Enterprise**, and **Professional**, and then generate the SKUs.

#### Pricing

Specification Name	Management softw	vare	
Software Version	Basic		•
Billing Mode	Monthly	Yearly	
Required Duration	- 1	+ month(s) Auto Renew (?)	
Cost Details	\$10.00USD	Management software, Basic/month x 1month(s)	

Example 2: A software product is priced by software version, user quantity, and subscription time. The software version is an enumeration attribute, the user quantity is a quantity attribute, and the subscription time is the billing mode, such as yearly/monthly. You need to add an enumeration attribute named Software Version and a quantity attribute named Users on the Product Attributes page. When releasing a specification, select the two attributes, set the value range and step of the attribute Users, set the enumerated values of the attribute Software Version to Basic, Enterprise, and Professional, and then generate the SKUs.

#### Pricing

Specification Name	Management soft	ware
Software Version	Basic	▼
Number of users	- 1	+ amount
Billing Mode	Monthly	Yearly
Required Duration	- 1	+ month(s) Auto Renew (?)
Cost Details	\$10.00USD	Management software, Basic/amount/month x 1amount x 1month(s)

Example 3: A professional service is priced by service item and person-day quantity. The service item is an enumeration attribute and the person-day quantity is a quantity attribute. You need to add an enumeration attribute named Service Item and a quantity attribute named Person-Days on the Product Attributes page. When releasing a specification, set the billing mode to One-time, select the two attributes, set the value range and step of the attribute Person-Days, set the enumerated values of the attribute Service Item to O&M Service and Installation Service, and then generate the SKUs.

Pricing		
Specification Name	Management	
Service Item	OM service	•
Person and Day	- 1	+ amount
Billing Mode	Monthly	Yearly
Required Duration	- 1	+ month(s) Auto Renew (?)
Cost Details	\$18.00USD	Management, OM service/amount/month x 1amount x 1month(s)

# Prerequisites

You have created product attributes for multi-SKU pricing. For details, see **Managing Product Attributes**.

The following uses a SaaS product specification that supports multi-SKU pricing as an example.

# Procedure

- **Step 1** When adding a product specification, set **Pricing Template** to **Custom template**.
- **Step 2** Enter the name of your product specifications.

∧ Specification 1	
Specification Number	1 The specification number determines the order in which this specification will be displayed on the product details page. Enter 1 to display this specification as the first one of the specification as the specification a
* Specification Name	Enter a maximum of 50 characters. Specification names are visible to users on the product details and expenditure details pages.
* Pricing Template	Custom template
* Billing Mode	Monthly     Yearly     One-time       Select Product Attribute
	Released product specifications based on attribute definitions cannot be modified or deleted.

**Step 3** Select product attributes to generate SKUs.

1. Click **Select Product Attribute**. In the displayed **Generate Product Attributebased SKUs** dialog box, select the product attributes to be used for product pricing.

Attributes of the **quantity** type are optional. You can select only one quantity attribute.

Attributes of the **enumeration** type are optional. You can select up to 5 enumeration attributes.

You cannot add, modify, or delete the attributes of a released product. If no attribute is available, create one For details, see Managing Product Attributes.

Selec	ct Attributes	— (2) Set Att	ibutes Value	③	Generate SKUs			
lax. sele	cted quantity attribute	: 1,Max. selecte	d enumeration	n attributes: 5;Pro	duct attributes cannot be	modified or deleted	d after product re	lease.
Availabl	le	Quanti	ty: 1/1 Enu	meration: 1/5	Selected			
Enter	an attribute name.			Q	Attribute Name	Туре	Unit	Operation
	Attribute Name	Type 🔽	Unit	Operation	Person and Day	Quantity	amount	×
~	Person and Day	Quantity	amount	2	Service Item	Enumeration	-	×
	Service Item	Enumera		l				
	Number of users	Quantity	amount	L				
	Software Version	Enumera		<u>e</u>				
		Enumera		2				
	times	Quantity	times	L				
	core	Quantity	CORE	2				
	lu	Quantity	Channel	2				
	fenzhong	Quantity	MINUTE	2				
	newmei	Enumera		<u>@</u>				
Total Re	ecords: 68 < 1	/7 🔻 >	÷	Add Attribute				

- 2. Click Next.
- 3. Set Min., Max., and Step of the selected quantity attribute.
- 4. Enter the enumerated values of the selected enumeration attributes. You can add up to 10 enumerated values for each enumeration attribute.

By default, a maximum of 100 SKUs can be generated (the product of the number of enumerated values for each attribute cannot exceed 100). If the maximum limit is exceeded, delete unnecessary enumerated values.

- The maximum value and minimum value of a quantity attribute are the maximum and minimum quantities that can be purchased by customers. For example, if the number of users that can be purchased by customers ranges from 5 to 1000, set the maximum value of the attribute **Users** to **1000** and the minimum value to **5**.
- The step of a quantity attribute is the increment between two adjacent quantity units. For example, if you set Min. of the quantity attribute Users to 5, Max. to 1000, and Step to 5, customers can set the required number of users to 5, 10, 15, 20, and so on during subscription.
- Enumerated values of an enumeration attribute are billing items of the attribute. For example, if a software product is sold by version, you can set the enumerated values of the attribute **Software Version** to **Basic**, **Professional**, and **Premium**.

) Select Attributes ———	- 2 Set Attributes Value —	Generate SKUs		đ. Duv
Quantity Attribute Value				🧭 Rese
Person and Day	Min. 1			
	Max. 999			
	Step ⑦ -	1 +		
Enumeration Attribute (1)				
x. SKUs: 100		Enumerated values are displayed	on the product details pa	ge in the following sequer
Service Item	Enumerated Value 1	OM service	1=	
	Enumerated Value 2	Installation and implementation se	Ū 1=	
	+ Add			

5. Click **Next** and confirm the SKU information. Then, click **Generate SKU**. SKUs are generated based on enumerated values. They are visible to customers on the expenditure details page but not displayed on the product details page.

Previous

ener	rate Product Attribute-based SKUs				
) Sele	ct Attributes ——— (2) Set Attributes Value ——	— <b>3</b> Generate S	KUs		
Us are	e generated based on enumerated values. They are visible t	o users in expenditu	e details b	out not disp	ayed on the product details page.
No.	Service Item	Min.	Max.	Step	SKU Name
1	OM service	1	999	1	OM service
2	Installation and implementation service	1	999	1	Installation and implementation service

6. Select a billing mode and the target SKUs, and then set the price.

- On the product details page, customers can only subscribe to SKUs that you have selected and set prices in this step.
- If you select an attribute of the quantity type, you must select a pricing method, linear pricing or tiered pricing, before you set the price for an SKU.
  - Linear pricing: Product price = Subscription quantity x Unit price

#### Figure 3-5 Linear pricing

* Billing Mode		ttribute	One-time	bute definit	tions cannot be modified or	deleted.		
[	<u> </u>	ar pricing ⑦	folume pricing	<u> </u>			म् <u>वि</u>	Preview Specifications
	Dilling. r	Service Item (?)	Perso	Unit Price				
		OM service	1~999   1	18	USD/amount/month	180	USD/amount/year	USD/amou
				4				+
	$\checkmark$	Installation and i	1~999   1	36	USD/amount/month	360	USD/amount/year	USD/amou
				4				۱.

Volume pricing: You can set quantity tiers for each SKU and set the price for each tier separately. Product price = Subscription quantity x Unit price for the tier to which the subscription quantity belongs

#### Figure 3-6 Volume pricing

* Billing Mode	Monthly Edit Attrit									
	Released pro	duct specifications based on attribute of								
	🔿 Linear p	Linear pricing ⑦ ( Volume pricing ⑦)								
	Example: If calls with And calls or Then a 2-m			Firent liers. Otherwise, select the linear pricing mode.	Unit Price					
		Software version () Numi	er or users	Number of users(amount)	Unit Price	0				
		Basic	1~999 1	From 0 to 100	10	USD/amount/month	USD/amount/year	USD/amount/one-time		
				Greater Than 100	20	USD/amount/month	USD/amount/year	USD/amount/one-time		
				+ Add Tier						
		Professional	1-999   1	From 0 to 100	20	USD/amount/month	USD/amount/year	USD/amount/one-time		
				Greater Than 100	40	USD/amount/month	USD/amount/year	USD/amount/one-time		
				+ Add Tier						

Tiered pricing: You can set quantity tiers for each SKU and set the price for each tier separately. The product price is the total amount of all tiers. Product price = Tier 1 (Subscription quantity x Unit price) + Tier 2 (Subscription quantity x Unit price)

#### Figure 3-7 Tiered pricing

Monthly	Yearly One-time										
Edit Attr	Edit Attribute										
Released pr	Released product specifications based on attribute definitions cannot be modified or deleted.										
🔿 Linear p	Linear pricing 🕘 🕓 Velume pricing 💮 🔯 Tiered pricing 💮										
Example: If calls with And calls of	If calls which a minutes set USD 0 Jaiminde And calls over 3 minutes are USD 0 Jaiminde Than a B-minute all of (3 x 3) + (5 x 0 2) = USD 1 596t different prices for different tiers. Otherwise, select the linear pricing mode.										
	Software Version ② Nu	mber of users	Number of users(amount)	Unit Price	0						
	Basic	1-999   1	From 0 to 100	10	USD/amount/month	USD/amount/year	USD/amount/one-time				
			Greater Than 100	20	USD/amount/month	USD/amount/year	USD/amount/one-time				
			+ Add Tier								
	Professional	1~999   1	From 0 to 100	20	USD/amount/month	USD/amount/year	USD/amount/one-time				
			Greater Than 100	40	USD/amount/month	USD/amount/year	USD/amount/one-time				
			+ Add Tier								

7. Select the SKUs to be previewed and click **Preview Specifications** in the upper right corner to view how specifications are displayed to customers.

	Volume pricing ⑦ Tiered procession quantity x Unit price.	r of users U	Init Price		
Basic		1~999 1	10 USD/amount/month	USD/amount/year	USD/amount/one-tim
Profes	sional	1~999   1	20 USD/amount/month	USD/amount/year	USD/amount/one-tim
11.1					
A THE					
Pricing					
0					
Specification Name	Manage				
Software Version	Basic			•	
	20010				
Number of users	- 1 -	+ amou	nt		
	Monthly				
Billing Mode					
		⊥ mont	h(s) Auto Renew G	\[	
Billing Mode Required Duration		+ mont	h(s) Auto Renew 🤅		
	- 1 -		h(s) Auto Renew	·	

8. Select **Trial** to enable trial use and specify a trial period from 3 to 180 days. Products billed by uses do not support trial use.

 Loney proof     Warry     Warry     Cre-time     Edd Attblock     Televes proof     O     Warre priority     Warre priority     O     Veame priority     O								(E) Preview Spec	cifications
Billing: Produ	ict price = Subscription quantity × Software Version ②		Unit Price					Trial ⑦	
	Basic	1-999   1	10	USD/amount/month	100	USD/amount/year	USD/amount/one-time	Trial 3 days Max. capacity/quantity for trial 999	an I
	Professional	1~999   1	30	USD/amount/month	200	USD/amount/year	USD/amount/one-time	Trial	

#### **NOTE**

License products and professional service products do not support trial specifications. You can skip this step.

----End

# Modifying Multi-SKU Specifications

Click **Edit Attribute** in the area of a multi-SKU specification to be modified. In the **Edit Attribute** dialog box, modify attribute names, set attribute values, and generate SKUs again.

## Figure 3-8 Clicking Edit Attribute

* Specification Name	SaaSfuw	ujianguan01								
	Enter a ma	ximum of 50 characters. Speci	fication names are visib	le to users on th	e product details and expendit	ure details pages.				
* Billing Mode	Edit Att	Wonthy								
	Linear prici	ng								۲
	Billing: Pr	oduct price = Subscription qua	intity x Unit price.							
		newmei/wind (?)	times(time(	Unit Price					Trial (?)	
	1	1 3	1~999   1	0.01	USD/time(s)/month 0	02 USD/time(s)/	ear 0.03	USD/time(s)/one-time	Trial	

# Figure 3-9 SKUs modified

Edit Attribute								
1 Modify Attribute Name ——— 2 Set Attributes Value —— 3 Generate SKUs								
SKUs are ge	generated based on enumerated	values. They are visible to users i	n expenditur	e details bu	it not displ	ayed on the product details page.		
No. r	newmei	wind	Min.	Max.	Step	SKU Name		
1 1	1	3	1	9999	1	1   3		
2 2	2	3	1	9999	1	2   3		



## **NOTE**

- When modifying a quantity attribute, its new maximum value must be greater than the original one, and the new minimum value must be less than the original one. For example, if the original value range of a quantity attribute is 5–95, the new value range can be 1–100, but cannot be 10–90.
- You can add enumeration attributes but cannot delete existing ones.

# **4** Test Coupons

During the interconnection test before product release, you can apply for a certain amount of test coupons from Huawei Cloud.

- KooGallery test resources are free of charge.
- You can contact the KooGallery operations manager to apply for test coupons. Alternatively, send an email to partner@huaweicloud.com. The KooGallery operations team will contact you soon.

# Prerequisites

You have registered with Huawei Cloud KooGallery and plan to release common products (SaaS and images).

Fill in the KooGallery Partner Product Test Coupon Application form.

#### **NOTE**

- Each partner can apply for test coupons of no more than \$1,000 USD for a single product and no more than \$20,000 USD per year.
- The amount of cash coupons issued is subject to the amount approved by KooGallery.
- You must release at least one software product within three months since the application date. Otherwise, you can no longer apply for test coupons. In addition, the quality and sales volume of the released products will also be reviewed for subsequent coupon applications.

#### **Request Method**

Write an email based on the following instructions and send it to the specified email address. KooGallery personnel will reply you with the request result.

1) Recipient: partner@huaweicloud.com

2) Subject: Test Coupon Application of *XXX Company* (company full name) for Product Release

3) Attachment: KooGallery Partner Product Test Coupon Application

4) Message body: the following coupon application form and the scanned copy of the *KooGallery Partner Product Test Coupon Application* form

Cash Coupon Application Information								
Compan y Name	Huawei Cloud Account	Require d Amoun t	Applied	Name of Product to Release	Delivery Method			

# 

If you plan to release more than one product, insert rows at the bottom of the form.

# **5** Product Management

- 5.1 Releasing Products
- 5.2 Modifying Products
- 5.3 Upgrade and Billing Rules
- 5.4 Hiding a Product or Specification
- 5.5 Removing a Product, Specification, or SKU
- 5.6 Configuring Sales Regions
- 5.7 Managing Product Resale
- **5.8 Viewing Product Applications**
- 5.9 Managing Product Attributes

# **5.1 Releasing Products**

After the information of a product to be released is submitted, the operations manager will review the information. The product will be available on KooGallery after the information is approved.

#### **NOTE**

- To view the review result, you can choose Product Management > My Applications on the Seller Console.
- After the product information is approved, you can view the released product on the **Product Management > My Products** page on the Seller Console.

# **5.2 Modifying Products**

You can modify details of products that fail the review on the **My Applications** page or update details of released products on the **My Products** page. The modification takes effect after being approved.

## 

- You can try again if products failed to be submitted for release or have been modified after release.
- Specifications of released products cannot be deleted. You can remove them from the catalog on the My Products page. For details, see 5.5 Removing a Product, Specification, or SKU.
- If you want to add and remove specifications for a product, add specifications first, and then remove specifications that are not required.
- You cannot add or modify specifications for products of which all specifications have been removed from the catalog.

# Procedure

- Step 1 Go to the Seller Console.
- Step 2 In the navigation pane, choose Product Management > My Products.

The **My Products** page is displayed.

#### **NOTE**

To modify the information of products that fail the review or are in the **Draft** state, choose **Product Management > My Applications** in the navigation pane.

**Step 3** Set search criteria to search for the product to be modified. Locate the target product in the list, and click **Modify** in the **Operation** column.

		Del	ivery Method All • Pr	oduct Type All	Enter a product name. Q C
Product Name	Delivery Method	Product Type	Released ↓=	Status	Operation
~	License	Common product	Sep 16, 2020 09:35:48 GMT+08:00	Listed	Details Modify Remove
~	Image	Common product	Mar 13, 2020 19:54:34 GMT+08:00	Listed	Details   Modify   Remove
$\checkmark$	Image	Common product	Mar 13, 2020 19:53:17 GMT+08:00	Listed	Details   Modify   Remove

#### **Step 4** Modify the product information.

- You can modify the delivery method, basic information, search engine optimization (SEO) information, and non-price service information as required.
- You can change the value of Public Sales to hide or display the product on the KooGallery frontend page. If you set Public Product to No, the product will be hidden from KooGallery frontend page and search results. Customers can access and purchase the product only by using the product URL you provide. To obtain the URL of such a product, choose Product Management > My Products. In the same row of the product, click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.
- In the **Product Specifications** area, you can change the name and prices of a released specification and add a billing mode for the specification. (You can only add the monthly billing mode to a yearly billing specification or add the yearly billing mode to a monthly billing specification.)

#### **NOTE**

For a SaaS product, you cannot modify the **Involve Service Supervision** option or the trial use status of released specifications.

#### **Step 5** Modify the product information and click **Submit**.

#### **NOTE**

- When a SaaS product is released to KooGallery, KooGallery calls the service interface of the product using the cases saved after successful interface debugging to verify the URL of the production system API. If the service interface fails the verification, a message will be displayed in the upper right corner of the page. Ensure that the service interface of the product has been debugged successfully before submitting the product information.
- When modifying the information of a product, you can click Save Draft to save the product information before submission. You can choose Product Management > My Applications or Product Release > Drafts to view the draft information.
- The modification takes effect after being approved. To view the information of products under review, choose **Product Management** > **My Applications** in the navigation pane.

----End

# 5.3 Upgrade and Billing Rules

You can set rules for upgrading released SaaS products on the **Product Management** > **My Products** page. Before upgrading products, set parameters on the **Application Access Debugging** page, generate a link address, and invoke and debug the interface. Ensure that the debugging is successful and save the case.

# **Specification Upgrade Rules**

- 1. Currently, only yearly/monthly SKUs of SaaS products can be upgraded. They can be upgraded to other yearly/monthly SKUs under the same specification.
- 2. Specification upgrade is not supported for products removed from the catalog. If a specification is removed, its upgrade rule automatically becomes invalid.
- 3. If the original or target specification is changed to a billing mode other than yearly/monthly, its upgrade rule becomes invalid.
- 4. When the price of a specification changes and causes a price conflict, its upgrade rule automatically becomes invalid.

# **Product Change Fee**

- 1. Upgrade fee = Price of new configuration x Remaining days x Discount Price of original configuration x Remaining days x Discount
- Price of new configuration: price of the new product calculated on the basis of the remaining duration.
- Price of original configuration: price of the original product calculated on the basis of the purchased duration.
- 2. Capacity expansion fee

Original billing rule (before June 12, 2023):

Linear pricing, tiered pricing, and volume pricing: Capacity expansion fee = Unit price of the volume to which the total number of users belongs after expansion x Total number of users after expansion x Remaining period x Discount – Original price before expansion x Remaining period x Discount

New billing rule (after June 12, 2023):

- Linear pricing and tiered pricing: Capacity expansion fee = Unit price of the volume to which the total number of users belongs after expansion x Total number of users after expansion x Remaining period x Discount – Original price before expansion x Remaining period x Discount
- Volume pricing: Capacity expansion fee = Unit price of the volume to which the total number of users belongs after expansion x Number of added users x Remaining days x Discount

# **Debugging Application Access**

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Application Tools > Case Management. Locate the interface address of the product to be upgraded, and click Debug in the Operation column.

se Management									
1. To facilitate debugging the service interfaces of new Sax's products that access the Marketplace, you can sive and add cases that have been debugged successfully on the Application Access Debugging page.     2. Among cases with the same interface address, interface type, and billing mode, only one case is reserved. Use cases with different specifications for debugging.     3. When you release a product or the operations personnel review your product release request. cases will be automatically linked to the product based on the interface address, and then executed. The product can be released successfully only after the execution is complete.     4. The cases may be used by the Marketplace to check whether the production system is running properly. This ensures that products can be enabled after subscription.     5. Cases for products that have already been released successfully cannot be deleted.									
				Latest Automated Test Result	All • Inte	erface Address	Q		
Interface Address (URL)	Billing Mode	Туре	Case	Product Name	Updated	Latest Automated Operation			
Interface Address (URL)	Billing Mode	Type Expirat	Case	Product Name	Updated Sep 29, 2020 08:00:11 GMT+08:00	Latest Automated Operation Successful Debug			

**Step 3** On the **Application Access Debugging** page, click the **Upgrade** tab, set the parameters, click **Generate Link Address**, and click **Debug and Save Case**.

Develop interfaces according to the Product Access Guide, and then debug the interfaces on this page.     Setter the message production type and enter all required parameters. The preset parameter values are for reference only. Change them as required.     Guide Generate Link Address after entering all required parameters.     A farty out Citok Debug and Save Case. If the debugging fails, the error information is displayed in the lower part of the page as a reference for debugging.     Save and updated only after being debugged successful, torus cases on the Case Management page.								
Subscription Renewal Expiration Releas	e Upgrade							
Parameter Description	Parameter Name	Parameter Value						
* Interface address	URL							
* Instance ID	instanceld							
Order ID after upgrade	orderid							
Specification ID after upgrade	skuCode							
Product ID after upgrade	productid							
Product Attributes TB	amount							
Generate Link Address								
Debug and Save Case								

#### **NOTE**

Ensure that the upgrade interface is debugged successfully and save the case. Otherwise, the product upgrade cannot be performed.

----End

# Setting a Specification Upgrade Rule

After the upgrade interface is debugged successfully, you can set upgrade rules for products.

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Product Management > My Products. On the displayed page, locate the target product and choose More > Set Upgrade Rule in the Operation column.

			Delivery Method SaaS	▼ Product Type All	Enter a product name. Q C
Product Name	Delivery Method	Product Type	Released ↓Ξ	Status	Operation
~	SaaS	Common product	Dec 17, 2019 20:20:49 GMT+08:00	Discontinued	Details
~	SaaS	Common product	Dec 17, 2019 16:20:01 GMT+08:00	Listed	Details   Modify   More 🗸
$\checkmark$	SaaS	Common product	Nov 20, 2019 15:24:00 GMT+08:00	Listed	Detail Remove
~	SaaS	Common product	Nov 19, 2019 23:30:00 GMT+08:00	Discontinued	Details

**Step 3** Click **Create Upgrade Rule** and select the source and target specifications in the displayed dialog box.

Figure 5-1 Setting upgrade rules

Currently, upgrades are only applicable to yearly/monthly SaaS products. Note the following points before you perform upgrades: 1. You can only set same-specification upgrade rule for artificates of product that are priced using a cutom template. By default, you can perform capacity expansion on attributes of the quantity type, and you can upgrade only one product attribute of the enumeration type. 2. You can change the specification of a product with a high specification is higher than the last price of that product with a low specification.									
The price difference is verified when you are creating upgrade rules and us	ers are subscribing to a product. If the product price is negative, the tra	nsaction will be terminated.		More					
Set Upgrade Rule			Create Upgrad	e Rule					
Specification Name	Target Specifications	Status	Operation						
	Create an upgrade	rule.							
Figure 5-2 Creating a rule									
Create Upgrade R	ule			×					
Source Specification	xianxingdingjia	•							
Target Specifications	xianxingdingjia Specifications that are pr same-specification upgra								
Capacity Expansion Step	Original step (2) x 1 The capacity expansion s	tep must be a multi	ple of the original step.						
	ОК	Cancel							

- No upgrade rules are configured by default. You can add upgrade rules as required.
- When creating a rule, the available target specifications are displayed only after you select the source specification.
- When upgrading a specification that is priced using a custom template, the specification is selected as the target specification by default.
- If the selected specification that is priced using a custom template contains quantity attributes, the **Capacity Expansion Step** parameter is displayed. The capacity expansion step must be a multiple of the original step. A maximum of five times of the original step can be set.
- Only one upgrade rule can be created for a source specification. You can modify the upgrade rule, or delete it and create a new one.
- An upgrade rule takes effect only when the price of the target specification is higher than that of the source specification.

#### Step 4 Click OK.

**Step 5** For a specification that is priced using a custom template, you need to set attribute upgrade rules under the specification. Otherwise, the specification supports only quantity increases and does not support the upgrade between enumeration attributes.

Locate the target upgrade rule and choose **More** > **Set Attribute Upgrade Rule** in the **Operation** column. In the displayed dialog box, select the source attribute name and value, and the target attribute values.

#### Figure 5-3 Setting an upgrade rule

Set Upgrade Rule			Create Upgrade Rule
Specification Name	Target Specifications	Status	Operation
✓ jietidingjia	jietidingjia	Ineffective	Modify Delete More -
✓ xianxingdingjia	xianxingdingjia	Ineffective	Set Attribute Upgrade Rule

#### Figure 5-4 Creating an attribute upgrade rule

# Create Attribute Upgrade Rule

Source Attribute Name	meiju2	•
Source Attribute Value	jichu	•
Target Attribute Values	jichu zhongji gaoji	
	ОК	Cancel

 $\times$ 

## D NOTE

Select the source attribute name, then select the source attribute value, and then select the target attribute values.

**Step 6** For a specification that is priced using a custom template, you can locate a specification upgrade rule and click the arrow on the left to view all attribute upgrade rules of the specification. You can set, modify, and delete attribute upgrade rules.

Set Upgrade Rule				Create Upgrade Rule
Specification Name		Target Specifications	Status	Operation
∧ jietidingjia		jietidingjia	Ineffective	Modify   Delete   More 👻
Attribute Name	Attribute Value	Target Values	Status	Operation
melju2	gaoji	Jichu	Ineffective	Modify Delete
meiju2	jichu	gaoji	Ineffective	Modify Delete
<ul> <li>xianxingdingjia</li> </ul>		xianxingdingjia	Ineffective	Modify   Delete   More 🕶

## **NOTE**

- No attribute upgrade rules are configured by default. You can add attribute upgrade rules as required.
- Upgrade rules of only one source attribute can be created for a specification that is priced using a custom template. If upgrade rules of an attribute have been created but you want to create upgrade rules for another attribute of the same specification, you need to delete all existing attribute upgrade rules and create upgrade rules for the desired attribute.
- Only one attribute upgrade rule can be created for a source attribute value. You can modify the existing upgrade rule or delete it and create a new one.
- An attribute upgrade rule takes effect only when the price of the specification with the target attribute value is higher than that of the specification with the source attribute value.

#### ----End

# **Verifying New Product Prices**

If the prices of the source and target specifications are not properly set during product modification, the price of the target specifications may be lower than that of the source specifications. After modifying the price of a product, you can verify whether the upgrade rules still take effect. Click **Verify Upgrade Rule** or **Submit** to verify the upgrade rules.

 $\times$ 

Product Specifications		Ve	erify Upgrade Rule
⊕ Add			
✓ jiandangmoban			
✓ xianxingdingjia			
✓ jietidingjia			
SEO Information			
* Title			
	Enter the product name and type. (Max. 50 characters)		
* Keywords			
	Keywords that increase the chances of your product appearing in search results. (Max. 30 characters)		
* Description			
	Product highlights, functions, and application scenarios that address user needs. (Max: 240 characters)		
	Enter the SEO information to increase the exposure chance for your product.		
Preview	Your data v	will be automatically saved in 6 seconds.	Save Draft

If the verification fails, delete the upgrade rules or change the price.

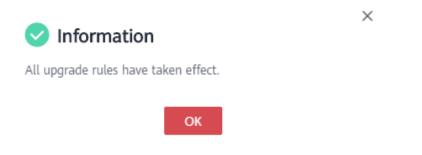


#### The following upgrade rules will no longer be effective:

Are you sure you want to delete the following upgrade rules? Or you can change the product price to meet the upgrade requirements. View upgrade requirements.

Specification	n Name	Target Specifications	Operation
^			Delete
Attribute Name	Attribute Value	Target Values	Operation
			Delete
		ОК	

If the verification is successful, click **OK** to submit the modification application.



# 5.4 Hiding a Product or Specification

When releasing a new product or modifying a released product, you can hide the product or its specifications from customers.

# **Precautions for Hiding a Product**

- Hidden products will not be displayed on KooGallery frontend page or in the search results after being released to KooGallery. They can be accessed or purchased only through the product URL.
- To obtain the URL of such a product, locate the product on the Product Management > My Products page, and click Details in the Operation column. The URL is displayed in the Service Information area on the product details page.

# **Procedure for Hiding a Product**

The process of hiding a released product is used as an example.

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management > My Products**.

The **My Products** page is displayed.

**Step 3** Locate the product to be hidden and click **Modify** in the **Operation** column.

Cloud Services		Delivery Metho	d All	Product Type All	٣	Enter a product name.	QC
Product Management	Product Name	e Delivery Method	Product Type	Released ↓Ξ	Product Status	Operation	
My Products	V		Common product	Jul 14, 2023 14:04:52 GMT+08:00	Listed(Some Limited)	Details Modify More •	
My Applications	~	e	Common product	Jul 11, 2023 17:29:52 GMT+08:00	Listed	Details   Modify   More 🔻	
Drafts	~		Common product	Jul 11, 2023 17:03:55 GMT+08:00	Listed(Some Limited)	Details   Modify   More 🔻	
Product Attributes	V	sional services	Common product	Jul 11, 2023 16:48:37 GMT+08:00	Listed	Details   Modify   More 🔻	
Resale Discounts							

Step 4 Set Open Sales or Not to No in the Service Information area.

Service Information	
* Public Product	● Yes ○ No
	The product URL will be different if you select Yes or No for this parameter. If you select No to make this product available to specific customers, provide them with the URL on the product details page. Select Yes to allow users to purchase the product on the frontend page of the KooGallery. Select No to hide the product from the frontend page of the KooGallery and to allow users to purchase the product using the product URL you provide. You can click Details on the My Products page to view the URL of a product. Select No when releasing a SaaS product. After the product is released, the KooGallery will test the subscription process and use of the product. After the test is complete, the product will be sold publicly.
* Product Category	Infrastructure Software
* Applicable OS	Windows Linux Unix Other

# 

To change a product from hidden to public status, set **Open Sales or Not** to **Yes**.

#### Step 5 Click Submit.

**NOTE** 

The product hiding takes effect after being approved. To view the review status, choose **Product Management > My Applications** in the navigation pane.

----End

# **Precautions for Hiding a Specification**

- Hidden specifications will not be displayed on KooGallery frontend page or in the search results. They can be accessed or purchased only through the specification URL.
- To obtain the URL of such a specification, locate the product on the Product Management > My Products page, and click Details in the Operation column. Locate the target specification in the Product Specifications area and click Copy Purchase URL.

Product Management	Product Specifications
My Products	✓ sim
My Applications Drafts	✓ pac Copy Purchase URL
Product Attributes	✓ mor
Resale Discounts	✓ unit
Cloud Servers	✓ all(

• If the sales status of a product is changed from hidden to public, all its specifications will also be available to all customers. You can hide specific specifications from customers again.

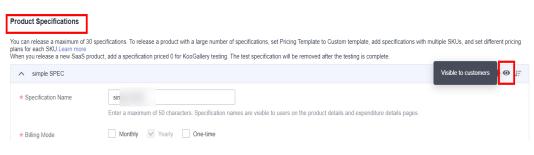
# **Procedure for Hiding Offering Specifications**

The process of hiding a released specification is used as an example.

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Product Management > My Products.
- **Step 3** Locate the product whose specification is to be hidden and click **Modify** in the **Operation** column.

Product Management	You might want to know: How do I release products? How do I manage products? 1. Product release: SaaS and API products must access the KooGallery and be debugged before release. For details about this process, see the Access Guide . 2. Product modification: Only products for sale can be modified. A modification takes effect after the modification application is approved. You can view the product review information on the My Applications More					
My Applications		Delivery Metho	All	Product Type     All	,	Enter a product name. Q C
Drafts	Product Name	Delivery Method	Product Type	Released ↓Ξ	Product Status	Operation
Product Attributes	∨ sa		Common product	Jul 14, 2023 14:04:52 GMT+08:00	Listed(Some Limited)	Details Modify More 🔻
Resale Discounts	V lic		Common product	Jul 11, 2023 17:29:52 GMT+08:00	Listed	Details   Modify   More 🔻
Cloud Servers	✓ S/		Common product	Jul 11, 2023 17:03:55 GMT+08:00	Listed(Some Limited)	Details   Modify   More 🔻

**Step 4** In the **Product Specifications** area, click <sup>(O)</sup> next to the specification.



**Step 5** In the displayed dialog box, click **OK**.

Product Specifications You can release a maximum of 30 specifications. To release a product with a large number of specifications, set Pricing Template to Custom template, add specification specification priced 0 for KooGallery testing. The test specification will be removed after the testing is complete.  v si	Hide this specification from customers?
You can click to make this specification available to all custome	ers.
Product Specifications You can release a maximum of 30 specifications. To release a product with a large number of specifications, set Pricing Template to Custom template, at plans for each SKUL cam more When you release a new SaaS product, add a specification priced 0 for KooGallery testing. The test specification will be removed after the testing is com	Make this specification available to all tricing customers?
Specification Name     narkane SPEC	Invisible to customers

**Step 6** Click **Submit** at the bottom of the page. After the modification is approved, the specification is hidden.



----End

# 5.5 Removing a Product, Specification, or SKU

You can remove a specification or SKU of a released product (see **Step 3**), or remove the entire product (see **Step 4**). A removed specification or SKU is discontinued. Other specifications or SKUs are still on sale. A removed product and all its specifications are discontinued. No operations can be performed on the removed product.

Removed products cannot be restored. To sell the removed products on KooGallery again, release them as new products. Therefore, exercise caution when removing products.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management > My Products**.

Seller Console	My Products	Re	lease Joint Operations Product Rele	ease New Product					
Saller Management v	You might want to know: How do I release	the credit balance. The KooGallery settles with y a products? How do I manage products?							
My Products	1. Product internet: StadS and API products must access the KooGalley and be debugged before miseane. For details about this process, see the Access Gadin (2), 2. Product income Staf products for ania can be modified. Amodification takes effect after the modification approved. You can view the product review information on the IV/ Applications page.  Identification:								
Joint Operations Certification				Delivery Method All	Product Type All	♥) (Enter a product same.	Q Q		
My Applications	Product Name	Delivery Method	Product Type	Released O	Product Status	Operation			
Drafts				A		Details Modily More ~			
Product Attributes						Details Modily More ~			
Management						Details Modity More ~			

### Step 3 Remove a product specification or SKU.

1. Choose **More** > **Remove** in the **Operation** column of the row containing the product whose specification or SKU is to be removed.

			Daliver	Method All Y Produ	ct Type All	✓ Enter a product name. Q G
	Product Name	Delivery Method	Product Type	Released $\Theta$	Product Status	Operation
~				1. · · · · · · · · · · · · · · · · · · ·		Details Modify More ~
~				to be any increase on the		Remove
~				A		Set Sales Region
~				Aug 100 - 100 - 100 - 100		Details Modify More ~

2. In the displayed dialog box, set **Removal Type** to **Specifications**, select the specification or SKU to be removed, enter the removal reason, upload proofs (if any), and click **Remove**.

ł	Submit Remo	oval Application		×
oc w d	Product Name			
a V I		SaaS		
I	Product Type	Common product		
ļ	Removal Type	Product Specifications		
h		<ol> <li>To ensure customer use, a specification (inclu removal request. Removing all specifications</li> </ol>	uding all its SKUs) is removed only after KooGallery approves the will remove the entire product.	
	Specifications	Specification Name	Status	
SF		i 🗉 🖬	Listed	
SF			Listed	
e			Listed	
e			Listed	
			Listed	
l		Selected: 2		2
l	* Reason	Enter the removal reason.		
<				
l			0/500 🏑	
I	Attachment	Upload		
		Upload an attachment of removal agreement. Suppor	rted file types: ZIP. Supported file size: 20 MB.	
			Cancel	ove
	l			

- **Step 4 Remove an entire product**. (If you want to remove only a specification or SKU, go to **Step 3**.)
  - 1. Choose **More** > **Remove** in the **Operation** column of the row containing the product to remove.

			Delivery Method All	V Product Type All	Enter a product name.     Q     Q
Product Name	Delivery Method	Product Type	Released O	Product Status	Operation
~			A		Details Modify More ~
~			10.00 million (10.000 million)		Remove
~					Set Sales Region
~			A		Details Modify More ~

2. In the displayed dialog box, enter the removal reason, upload proofs (if any), and click **Remove**.

Submit Remo	val Application	×
Product Name		
Delivery Method	SaaS	
Product Type	Common product	
Removal Type	Product Specifications	
	1 To ensure normal web page access, a product can be removed from the KooGallery only after the removal application is approved. All specifications of the product will be removed.	
-		
* Reason	Enter the removal reason.	
	0/500 2	
Attachment	Upload	
	Upload an attachment of removal agreement. Supported file types: ZIP. Supported file size: 20 MB.	
	Cancel	

### **NOTE**

- To ensure customer use, a product, specification, or SKU is removed only after KooGallery approves the removal request.
- You can check removed products, specifications, and SKUs on the Product Management > My Products page.
- If a common product, or its specifications or SKUs are removed, unused cash coupons will become invalid.

----End

# 5.6 Configuring Sales Regions

Configure the sales regions of a product. Customers can purchase the product only using accounts registered in the sales regions of the product.

For example, if you set **Hong Kong (China)** under **Sparkoo Technologies Hong Kong Co., Limited** as the sales region, customers can only use accounts registered in Hong Kong (China) to purchase the product.

The following table lists the supported sales regions of each contracting party.

No.	Cod e	Contracting Party	Abbre viatio n	Sales Region	Remark s
1	582 1	Sparkoo Technologies Chile SpA	CL	Chile	/

No.	Cod e	Contracting Party	Abbre viatio n	Sales Region	Remark s
2	554	Sparkoo Technologies	ID	Indonesia	/
3	1	Singapore Pte. Ltd.	AR	Argentina	/
4	]		JO	Jordan	/
5			PG	Papua New Guinea	/
6			MN	Mongolia	/
7			KE	Kenya	/
8			PY	Paraguay	/
9			MA	Morocco	/
10			AE	United Arab Emirates	/
11			ВН	Bahrain	/
12			EC	Ecuador	/
13			SV	El Salvador	/
14			CI	Côte d'Ivoire	/
15			PA	Panama	/
16			ET	Ethiopia	/
17			MZ	Mozambique	/
18			UY	Uruguay	/
19			BD	Bangladesh	/
20			KR	South Korea	/
21			РН	Philippines	/
22			TT	Trinidad and Tobago	/
23			GH	Ghana	/
24			VN	Vietnam	/
25			UZ	Uzbekistan	/
26			BW	Botswana	/
27			KW	Kuwait	/
28			QA	Qatar	/

No.	Cod e	Contracting Party	Abbre viatio n	Sales Region	Remark s
29			ММ	Myanmar (Burma)	/
30			GN	Guinea	/
31			JM	Jamaica	/
32			NA	Namibia	/
33			ZM	Zambia	/
34			KZ	Kazakhstan	/
35			РК	Pakistan	/
36			BN	Brunei	/
37			LA	Laos	/
38			DO	Dominican Republic	/
39			GT	Guatemala	/
40	]		ZW	Zimbabwe	/
41			GE	Georgia	/
42			TR	Türkiye	/
43			MY	Malaysia	/
44			HN	Honduras	/
45			NP	Nepal	/
46			AZ	Azerbaijan	/
47			КН	Cambodia	/
48			МО	Macao (China)	/
49			LK	Sri Lanka	/
50			NG	Nigeria	/
51			LB	Lebanon	/
52			SO	Somalia	/
53			MW	Malawi	/
54			ΤΖ	Tanzania	/
55			IQ	Iraq	/
56			СМ	Cameroon	/

No.	Cod e	Contracting Party	Abbre viatio n	Sales Region	Remark s
57			со	Colombia	/
58			ТО	Tonga	/
59			DZ	Algeria	/
60			SG	Singapore	/
61			AO	Angola	/
62			JP	Japan	/
63			ОМ	Oman	/
64			CR	Costa Rica	/
65			MV	Maldives	/
66			EG	Egypt	/
67			MU	Mauritius	/
68			UG	Uganda	/
69			TN	Tunisia	/
70			EW	Eswatini	/
71	553 1	Sparkoo Technologies Hong Kong Co., Limited	НК	Hong Kong (China)	/
72	589 1	Sparkoo Technologies (Thailand) Co., Ltd.	TH	Thailand	/
73	580 1	Sparkoo Technologies Arabia Co., Ltd.	SA	Saudi Arabia	/
74	591 1	SPARKOO TECHNOLOGIES SOUTH AFRICA (PTY) LTD	ZA	South Africa	For custome rs with a Black Economi c Empowe rment (BEE) status
75	418 1	HUAWEI TECHNOLOGIES AFRICA (PTY) LTD	ZA	South Africa	For custome rs without a BEE status

No.	Cod e	Contracting Party	Abbre viatio n	Sales Region	Remark s
76	608 1	Huawei Technologies De Mexico, S.A. De C.V.	MX	Mexico	
77	585 1	Sparkoo Technologies PERU S.A.C.	PE	Peru	
78	586 1	Sparkoo Technologies Do Brasil Ltda.	BRA	Brasil	

# Procedure

- **Step 1** Go to the Seller Console.
- Step 2 In the navigation pane, choose Product Management > My Products.
- **Step 3** Search for the target product and click **Set Sales Region** in the **Operation** column of the row containing the target product.

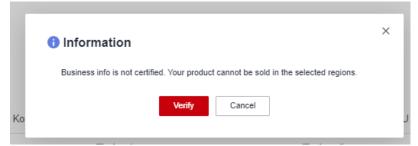
Seller Console	My Products					Release Nev			
Seller Management +									
Product Management	Customers can purchase products using the credit be You might want to know. How do I release products?	Customers can purchase products using the credit balance. The KooGalary settles with you only affer the customers pay the bits.							
My Products	Product release: SaaS and API products must acc		ore release. For details about this p	rocess, see the Access Guide.					
My Applications	2. Product modification: Only products for sale can be	e modified. A modification takes effect aft	er the modification application is ap	proved. You can view the product review information on the	My Applications page.				
Drafts				Delivery Method All	Product Type All	<ul> <li>Enter a product name.</li> </ul>			
Product Attributes	Product Name	Delivery Method	Product Type	Released ↓≣	Product Status	Operation			
Resale Discounts	~	License	Common product	Nov 04, 2022 14:54:21 GMT+08:00	Listed	Details Set Sales Region			
Cloud Servers	~	SaaS	Common product	Nov 04, 2022 11:11:36 GMT+08:00	Listed	Details Modify More +			
Transaction .	~	SaaS	Common product	Nov 03, 2022 22:04:09 GMT+08:00	Listed	Details   Modify   More 👻			

### Step 4 On the Set Sales Region page, select or unselect sales regions.

Seller Console	My Products / license-add1104 / Set Sales Region				
Seller Management		t. To sell your product in a new region, sign an agreem provisioned or used in a region, the region can be unse	ant with Huawer's subsidiary in that region and certify your lected only after the customer resources expire.	business info.	
My Applications Drafts Product Attributes Resale Discounts Cloud Servers Transaction	Product Information Product Itame Delivery Mathod License Sales Regions Hussel Services (Hong Kong) Co., Limited				
Management •	United Arab Emirates     Enunet     Costa Rica     Eniopia     Eniopia     Indonesia	Angola     Brazil     Dominican Republic     Ghana     Iraq	Argentina     Botowana     Ageria     Ageria     Coustemata     Jamaica	Eangladesh     Chile     Chile     Ecuador     Hong Kong (Chita)     Jordan	Bahrain     Colombia     Egypt     Monduras     Japan

### **NOTE**

If the following dialog box is displayed, sign agreements with the corresponding contracting parties and **certify your business information**.



Step 5 Click OK.

**NOTE** 

- If the product has an effective order in a region and auto-renewal has been enabled for the order, you can unselect the region only after auto-renewal is disabled.
- Before configuring the sales regions, sign a contract with the contracting party corresponding to the sales regions.

----End

# 5.7 Managing Product Resale

After you configure a resale discount for a product, resellers can resell the product.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management** > **Resale Discounts**.

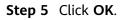
Seller Console	Resale Discounts				
Seller Management 👻					
Cloud Services Product Management	<ol> <li>If no Resale Discount is configured for a product, all trans</li> <li>If a Resale Discount is configured for a product, transacti</li> </ol>				action price on the Huawei Cloud website.
My Products	Resale Price = List Price * (1 - Resale Discount). Transactions with other customers will be settled based o	n the actual transaction price on the Huawei C	loud website.		
Joint Operations Certification					
My Applications	Pending Authorized Invalid				
Drafts	Authorize		Delivery Method All	Product Type All	<ul> <li>Enter a product name.</li> </ul>
Product Attributes					
Resale Discounts	Product Name	Delivery Method	Product Type	Released J⊟	Operation
		Image	Common product	Dec 11, 2023 14:44:18 GMT+08:00	
Cloud Servers Promotions -		Image	Common product	Dec 06, 2023 16:07:21 GMT+08:00	

**Step 3** Click **Authorize** next to the target product. To authorize discounts for multiple products, select the products and click **Authorize**.

1. If no Resale Discount is configured for	a product, all transactions of the product will be settled based on the	actual transaction price on the Huawei Cloud w	ebsite.	
	a product, transactions with sub-customers of resellers will be settled			saction price on the Huawei Cloud website.
Resale Price = List Price * (1 - Resale	Discount).			
Transactions with other customers will	be settled based on the actual transaction price on the Huawei Clou	d website.		
Pending Authorized Invalid				
Authorize		Delivery Method All	Product Type All	Enter a product name.
Product Name	Delivery Method	Product Type	Released ↓Ξ	Operation
	Image	Common product	Dec 11, 2023 14:44:18 GMT+08:00	
	Image	Common product	Dec 06, 2023 16:07:21 GMT+08:00	
	mage	our pour	500 00, 2020 10:01 21 0M1 100:00	
	Cloud server	Common product	Dec 05, 2023 11:13:47 GMT+08:00	
		0		
	Image	Common product	Dec 05, 2023 10:43:43 GMT+08:00	
	License	Common product	Dec 05, 2023 10:17:17 GMT+08:00	Authorize
	Professional services	Common product	Dec 04, 2023 22:48:01 GMT+08:00	Authorize

**Step 4** In the displayed dialog box, enter a discount.

ione			
ions witl	Resale Disco	ounts	×
e a	★ Product Name		
	★ Delivery Method	License	
	★ Product Type	Common product	
	★ Resale Discount	% off	
		The value contains up to two decimal places, for example, 30.55. Resale Price = List Price * (1 - Resale Discount).	
		OK Cancel	
	luce and	Comment and durt	



D NOTE

A resale discount configured for the first time takes effect in the current month. Reseller orders generated in the current month before the discount is set will be settled based on prices after resale discount.

If a resale discount is modified, the original discount will be used for settlement in the current month after the modification. The new discount will take effect in the next month.

----End

# **5.8 Viewing Product Applications**

You can view the information about product release applications, modification applications, and review statuses, modify the information of the last application that has failed the review and submit the application again, or withdraw applications pending approval.

# D NOTE

- Currently, only applications for licenses, consulting services, and professional services can be withdrawn.
- You can use either of the following methods to withdraw a product application on the **My Applications** page:
  - Locate a product pending approval and click Withdraw in the Operation column.
  - Locate a product pending approval and click **Details** in the **Operation** column to access the product details page. In the **Applications** area at the bottom of the page, locate the application to withdraw, and click **Withdraw** in the **Operation** column.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management > My Applications**.

The **My Applications** page is displayed.

**Step 3** Set search criteria to filter products, and then view the application records of the products.

		Status All		All 🔹 Product Type	All	Enter a product name. Q C
Product Name	Delivery Method	Product Type	Application Type	Applied ↓Ξ	Status	Operation
	License	Common product	Release	Oct 09, 2019 10:11:30 GMT+08:00	Pending approval	Details Withdraw
	Consulting service	Common product	Release	Oct 08, 2019 10:18:34 GMT+08:00	O Draft	Modify   Delete
	SaaS	Common product	Release	Sep 30, 2019 18:16:50 GMT+08:00	<ul> <li>Approved</li> </ul>	Details
	SaaS	Common product	Release	Sep 20, 2019 11:06:31 GMT+08:00	() Rejected	Details Modify Delete

According to the product status, you can perform the following operations:

• Draft: modifying and deleting applications

**NOTE** 

When releasing a new product or updating the information about a released product, you can save the entered information as a draft, and modify the draft or submit a product release application later.

- **Rejected**: viewing product information and review details, and modifying and deleting applications
- Approved: viewing product information and review details
- **Pending approval**: viewing product information and withdrawing applications

----End

# **5.9 Managing Product Attributes**

When releasing products, you can use product attributes to generate SKUs for product specifications. Attribute names are visible to users on the product details and in the bills.

There are two types of product attributes: preset and custom.

- Preset attributes are used by KooGallery and cannot be modified or used by sellers. Custom attributes are defined based on product specifications before product release and can be modified by sellers.
- Names of custom attributes must be different from those of preset attributes, including **appName**, **version**, **os**, and **mode**.

# **Querying Product Attributes**

You can query product attributes by type (quantity or enumeration) or by name (fuzzy match).

**NOTE** 

Attributes of the enumeration type: custom attributes

×

# **Adding Product Attributes**

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Product Management** > **Product Attributes**.
- Step 3 Click Add.
- **Step 4** In the displayed **Add Product Attribute** dialog box, enter the attribute type, attribute code, attribute name, and attribute description. Then, click **OK**.

### Add Product Attribute

* Туре	Quantity •
* Attribute Code (?	amount 💌
* Attribute Name ( ?	
Unit	unit
* Description	
	0/100
	0/100
	<b>OK</b> Cancel

----End

# **Editing Product Attributes**

Custom attributes can be modified, but preset attributes cannot. To modify a custom attribute, locate the attribute on the product attribute list and click **Edit** in the **Operation** column. If products that have been released are priced using a custom template, their product attributes are included in the product information. If you modify the product attributes, the products will not be affected.

# **Deleting Product Attributes**

Custom attributes can be deleted, but preset attributes cannot. To delete a custom attribute, locate the attribute on the product attribute list and click **Delete** in the **Operation** column. If products that have been released are priced using a custom template, their product attributes are included in the product information. If you delete the product attributes, the products will not be affected.

# **6** Service Supervision

6.1 Supervising License Products

6.2 Supervising SaaS Products

6.3 Supervising Professional Service Products

# **6.1 Supervising License Products**

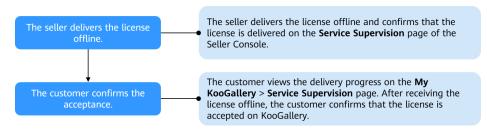
After a license product is sold, you can view the order details on the **Transaction Management** > **Service Supervision** page in the Seller Console, deliver the license offline, and update the service flow status in the Seller Console.

# Precautions

- If the service supervision process of an order is not complete, the order is in the **Processing** state. The order status will change to **Completed** 3 hours after the customer confirms to accept the product.
- The bill for a license product transaction is generated based on the service flow status. If the service flow of a transaction is completed, the bill for the transaction will be automatically generated in the next billing cycle.
- If a customer purchases a yearly/monthly license product that involves service supervision, the start time of product usage is the time when the customer accepts the product.

For example, if a customer purchased a yearly product for one year, paid the order on January 1, 2020, and accepted the product on March 1, 2020, the start time of product usage is March 1, 2020, and the validity period is one year.

# **Overall Process**



Attachm

# Procedure

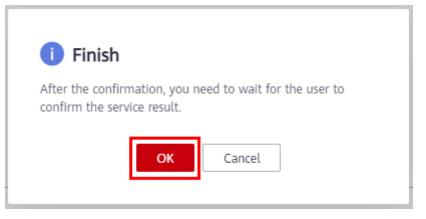
- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management > Service Supervision**.
- **Step 3** Set search criteria, and click **License delivered offline** in the **Operation** column of the row containing the target transaction record.

			Service Flow	License	▼ Service S	License delivered offline	▼ Order No.	Enter an order No. Q C
Order No.	Username	Product Name	Specification Name	Delivery Met	Service Status	Created	Completed	Operation
				License	Seller delivers license	2020-12-26 16:06:31		License delivered offline Contact User
				License	Seller delivers license	2020-12-26 10:11:20		License delivered offline   Contact User

- **Step 4** After the product is delivered, update the service flow status.
  - 1. On the page displayed, enter the service result, upload the deliverables, and click **Deliver service**.

Seller Delivers License	Offline (2) Customer Accepts License				
Service Informatio	n				
Product Name					
Specification Name					
Order No.	Click this number to view the order deta	ils.			
Service Status Seller deli	ivers license offline				
* Service Result Description	Enter a service result description with a maximum	n of 1,000 characters.		0/1,000	
* Deliverable	Upload Supported formats: BMP, JPG, JPEG, PNG, GIF, DOC, Please upload the delivery note or user acceptance Reminder:1. Inappropriate acceptance may cause u 2. For Information security, do not include Deliver service	documents, including but not I nnecessary after-sales disputes	imited to the service delive and legal risks!		
History					
Time	Operation	Operator Role	Operator	Message	

2. In the displayed dialog box, click **OK**.



### **NOTE**

- After the customer accepts the product, the transaction is completed.
- If the customer renews an order that involves service supervision, there will be no service flow generated.

No data available

----End

# 6.2 Supervising SaaS Products

After a SaaS product that involves service supervision is sold, you can view the service flow details and operation records of the transaction, deliver and provision the product, and update the service flow status in the Seller Console.

# Precautions

- If the service supervision process of an order is not complete, the order is in the **Processing** state. The order status will change to **Completed** 3 hours after the customer confirms to accept the product.
- The bill for a SaaS product transaction is generated based on the service flow status. If the service flow of a transaction is completed, the bill for the transaction will be automatically generated in the next billing cycle.
- If a customer purchases a yearly/monthly SaaS product that involves service supervision, the start time of product usage is the time when the customer accepts the product.

For example, if a customer purchased a yearly product for one year, paid the order on January 1, 2020, and accepted the product on March 1, 2020, the start time of product usage is March 1, 2020, and the validity period is one year.

# **Overall Process**



You can perform the following operations:

- 1. After receiving a request from a customer, view the request details in the Seller Console and accept or reject the request.
- 2. Deliver and provision the product after accepting the request.
- 3. Update the service flow status after the product is delivered.

### **NOTE**

If the customer has not updated the service flow status for more than five days, the customer has rejected the product you deliver three times, or you have rejected customer requests three times, you can initiate an appeal. For details, see **Appeal**.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management > Service Supervision**.
- **Step 3** Set search criteria, and click **Confirm the request** in the **Operation** column of the row containing the target transaction record.

			Service Flow	SaaS	▼ Service St	All	Order No.	Enter an order No. Q
Order No.	Username	Product Name	Specification Name	Delivery Met	Service Status	Created	Completed	Operation
				SaaS	Service completed	2021-04-06 17:21:49	2021-04-06 18:04:27	Details   Contact User
				SaaS	Seller confirms request	2021-04-06 11:38:41		Confirm the request Contact User

### **Step 4** Accept the request of the customer.

1. View the request details. If the request is reasonable, click **Accept request**.

Product Name Specification Name Order No. Click this number to view the order details. Service Status Seller confirms request	Service Inf	ormation				
Order No. Click this number to view the order details.	Product Name					
	Specification Na	ime				
Service Status Seller confirms request	Order No.		Click this n	umber to vie	w the order d	letails.
	Service Status	Seller confirms requ	est			

## **NOTE**

If the request is not reasonable, you can reject it to the customer for modification.

2. In the displayed dialog box, click **OK**.

i Confir	m		
After the reque service.	est is confirmed,	, the SP starts	to provide the
	ОК	Cancel	

- **Step 5** Deliver and provision the product, update the service flow status, and wait for the customer to accept the product.
  - 1. On the page for delivering and provisioning the product, enter the service result, upload the deliverables, and click **Deliver service**.

Service Informatio	'n	
Product Name		
Specification Name		
Order No.	Click this number to view the order details.	
Service Status Seller deli	Ivers service	
* Service Result Description	Enter a service result description with a maximum of 1,000 characters.	
	0/1,000	
Deliverable	Upload Supported formats: BMP, JPG, JPEG, PNG, GIF, DOC, DOCX, XLS, XLSX, PPT, PPTX, RAR, ZIP, and PDF Max. file size: 50.0 MB	
	Please upload the delivery note or user acceptance documents, including but not limited to the service delivery list, user acceptance file	is, etc.
	Reminder:1. Inappropriate acceptance may cause unnecessary after-sales disputes and legal risks!	
	2. For information security, do not include sensitive information such as personal details, accounts, and passwords in the desc	ription and attachment.
	Deliver service	

2. In the displayed dialog box, click **OK**.

i Finish	
After the confirmation, you need to wait for the user to confirm the service result.	
<b>OK</b> Cancel	

### **NOTE**

After the customer accepts the product, the transaction is completed.

----End

# Appeal

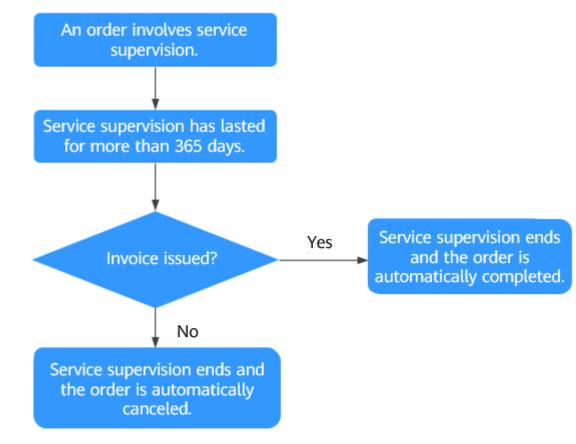
- During service supervision, if a customer has not updated the service flow status for more than five days, you can initiate an appeal.
- If you have rejected customer requests three times, or a customer has rejected a product you deliver three times, you can initiate an appeal.
- During service supervision, if an appeal is initiated by you or a customer, the service flow will be frozen and the operations manager will handle the appeal. You and the customer cannot perform any operations until the appeal is handled.

# 6.3 Supervising Professional Service Products

After a professional service product is sold, you can view the service flow details and operation records of the transaction, deliver and provision the product, and update the service flow status on the **Transaction Management** > **Service Supervision** page in the Seller Console.

# Precautions

- If the service supervision process of an order is not complete, the order is in the **Processing** state. The order status will change to **Completed** 3 hours after the customer confirms to accept the product.
- If service supervision has lasted for more than 365 days, the system automatically processes the order based on the invoicing status.
  - If the customer has requested an invoice, the service flow will be closed and the order status will change to **Completed**.
  - If the customer has not requested an invoice, the order is automatically canceled.



- Bills for professional service products are generated based on the service flow status. If the service flow of a transaction is completed, the bill for the transaction will be automatically generated in the next billing cycle.
- If a customer purchases a yearly/monthly professional service product that involves service supervision, the start time of product usage is the time when the customer accepts the product.

For example, if a customer purchased a yearly product for one year, paid the order on January 1, 2020, and accepted the product on March 1, 2020, the start time of product usage is March 1, 2020, and the validity period is one year.

# **Overall Process**



You can perform the following operations:

- 1. After receiving a request from a customer, view the request details in the Seller Console and accept or reject the request.
- 2. Provision the product after accepting the request.
- 3. Update the service flow status after the product is delivered.

### **NOTE**

If the customer has not updated the service flow status for more than five days, the customer has rejected the product you deliver three times, or you have rejected customer requests three times, you can initiate an appeal. For details, see **Appeal**.

# Procedure

- Step 1 Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management** > **Service Supervision**.
- **Step 3** Set search criteria, and click **Confirm the request** in the **Operation** column of the row containing the target transaction record.

			Service Flow	All	▼ Service Sta	All	v Order No.	Enter an order No. Q
Order No.	Username	Product Name	Specification Name	Delivery Met	Service Status	Created	Completed	Operation
				Professional	Customer submits req	2021-04-16 16:09:14		Details   Contact User
				Professional	Seller confirms request	2021-04-16 16:07:19		Confirm the request Contact User

- Step 4 Accept the request of the customer.
  - 1. View the request details. If the request is reasonable, click Accept request.

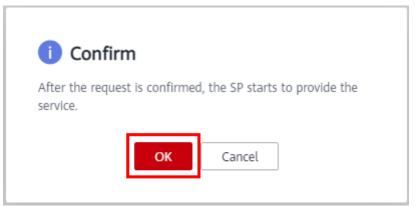
# Service Information

Product Name	
Specification Na	me
Order No.	Click this number to view the order details.
Service Status	Seller confirms request
Accept requ	est Reject request

### D NOTE

If the request is not reasonable, you can reject it to the customer for modification.

2. In the displayed dialog box, click **OK**.



**Step 5** After the product is delivered, update the service flow status.

1. On the page displayed, enter the service result, upload the deliverables, and click **Deliver service**.

Service Information	n	
Product Name		
Specification Name		
Order No.	Click this number to view the order details.	
Service Status Seller prov	vides service	
Service Result Description	Enter a service result description with a maximum of 1,000 characters.	
Deliverable	0/1,000 Upload Supported formats: BMP, JPG, JPEG, PNG, GIF, DOC, DOCX, XLS, XLSX, PPT, PPTX, RAR, ZIP, and PDF Max. file size: 50.0 MB	
	Please upload the delivery note or user acceptance documents, including but not limited to the service delivery list, user acceptance file Reminder:1. Inappropriate acceptance may cause unnecessary after-sales disputes and legal risks! 2. For information security, do not include sensitive information such as personal details, accounts, and passwords in the dest	
	Deliver service	

2. In the displayed dialog box, click **OK**.

i Finish	
After the confirmation, you nee confirm the service result.	ed to wait for the user to
ОК	Cancel

## **NOTE**

- After the customer accepts the product, the transaction is completed.
- If the customer renews an order that involves service supervision, there will be no service flow generated.

----End

# Appeal

- If a customer has not updated the service flow status for more than five days, you can initiate an appeal.
- If you have rejected customer requests three times, or a customer has rejected a product you deliver three times, you can initiate an appeal.
- During service supervision, if an appeal is initiated by you or a customer, the service flow will be frozen and the operations manager will handle the appeal. You and the customer cannot perform any operations until the appeal is handled.

# **7** Transaction Management

7.1 Querying Orders

- 7.2 Managing Sales Configurations
- 7.3 Managing Transaction Details

# 7.1 Querying Orders

You can view transaction details of your products in yearly/monthly and one-time billing modes.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management > Orders**.
- Step 3 Set search criteria, and click Search.

You can search the transaction records to be viewed.

Orders																
		Order Status	All	Or	rder Type	All	¥	Created	Aug 29,2020	— Sep 29,2020	× 🗇	Order No.	•	Enter an order No.	Q	С
Order No.	Product Type		Product Name	1	Specification M	Name	Created	Status		Order Type	F	aid Amount (USD)		Operation		
	Common product						Sep 28, 2020 13:38:27	Pending	payment	Renewal				Details		
	Common product						Sep 28, 2020 03:03:12	Complete	ed	Renewal				Details		
	Common product						Sep 24, 2020 16:38:37	Canceled		Renewal				Details		
	Common product						Sep 24, 2020 02:24:26	Canceled		Renewal				Details		

**Step 4** Locate a transaction record, and click **Details** in the **Operation** column to view details about a single transaction, including product, order, and customer details.

Product Infor	mation		
Product Type	Common product		
Name		Specification	
Delivery Method	Image	Version	V1.0
Product Category	Infrastructure Software	Product Subcategory	Running Environment
Published	Apr 08, 2020 14:29:07 GMT+08:00	Released	Apr 08, 2020 14:32:06 GMT+08:00
Product Status	Listed		
Order Inform	ation		
Order No.		Status	Completed
Created	Sep 18, 2020 16:01:46 GMT+08:00	Paid	Sep 18, 2020 16:03:44 GMT+08:00
Order Type	Subscription	Billing Mode	Monthly
Validity Duration	4 months	Paid Amount (USD)	
Customer Inf	ormation		
Username		Full Name	
Mobile Number		Email Address	
Distributor ID		Distributor Name	

----End

# **Order Status**

Order Status	Description
Processing	Resources in an order are not successfully provisioned or services in the order are not delivered after successful payment.
	Orders in this state include orders that fail to be placed due to response failures of SaaS interfaces, orders of licenses and professional services that are still under service supervision, and orders of SaaS products that involve service supervision.
Canceled	An unpaid order is automatically canceled by the system or is canceled by the customer.
Completed	The entire process of an order, covering subscription, upgrade (change), renewal, and unsubscription, is complete.
Pending payment	A placed order has not been paid.

# 7.2 Managing Sales Configurations

# 7.2.1 Configuring Purchase Limits

You can limit customers to a single purchase of product or specification, or limit the quantity available for purchase.

**NOTE** 

- If a product cannot be purchased before its resource expires, customers can purchase it only after existing orders expire.
- Canceled orders are not counted towards a purchase or quantity limit.
- Purchase limits are applicable only to non-pay-per-use products and specifications.

## Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management > Sales Configurations**. On the displayed page, click the **Purchase Limits** tab.

Seller Console	Sales Configurations
Seller Management V Product Management V	Purchase Limits SaaS Trial Use
Transaction Management Orders	Tella produte and quarty diffulnciature     Tella produte and quarty diffulnciature     Tella produte and quarty diffulnciature     Tella produte and tella ordination for and and tella ordination     Tella produte and tella ordination     Tella ordination     Tella ordination     Tella ordination     Tella ordination     Tella ordination
Sales Configurations	Add Configuration

**Step 3** Click **Add Configuration** and select the target product and specifications.

Sales Configurations		_
Purchase Limits SaaS Trial Use	Select Product	×
Sets purchase and quantity attribute limits.	2) SelectSelect	×
Limits purchases either over the customer lifetime     Does not count canceled orders towards a purchas     Purchase limits are applicable only to non-pay-per	In Product All	
Add Configuration	() Cancel	ОК
Product Name De	ery N	Product Status

Step 4 Click OK. The selected product and specifications are displayed under the
 Purchase Limits tab. Click before the product name to show the selected specifications.

Add Configuration										Enter a product name. Q	G
Product Name		Delivery Method		Product Typ	98	Re	leased		Product Status	Operation	
~		Saa5		Common Pr	oduct	No	v 20, 2019 15:23:19	9 GMT+08:00	Listed	Delete	
^		SaaS		Common Pr	oduct	De	c 17, 2019 16:11:28	8 GMT+08.00	Listed	Delete	
Specification	SKU		Offering ID		Billing Mode	Product Sta	Unit Price(\$)	Scenario	Purchase Limit 💿	Quantity Attribute Operation	
	-				YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Delete	
	-				YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Dalasa	
	-				YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Dalese	
	-				YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Dalese	
	-				YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Doloto	

**Step 5** Select an option in the **Purchase Limit** column, or enter a value in the **Quantity Attribute** column.

### Figure 7-1 Setting a purchase limit

^	SaaS	Common Product		Dec 17, 2019 16:11:28 GMT+08:00			Listed	Delete
Specification	sku	Offering ID	Billing Mode	Product Sta	Unit Price(\$)	Scenario	Purchase Limit ③	Quantity Attribute Operation
	-		YEAR	Listed	0.01	Lifetime	None Once	1TB Enter Submit Delete
	-		YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Delete i
	-		YEAR	Listed	0.01	Lifetime	None Once	1TB Enter Submit Delete (
	-		YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter Submit Delete

### Figure 7-2 Setting a quantity limit

<u>^</u>	0880		Common Propos		Dec 17, 2018-10	11.20 Gill + 00.00 Dised		Contro	
ŝKU	Offering ID	Billing Mode	Product Sta	Unit Price(\$)	Scenario	Purchase Limit ③	Quantity Attribute	Created	Operation
		YEAR	Listed	0.01	Lifetime	None   Once	1TB Enter	May 30, 2024	Submit Delete
-		YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter	May 30, 2024	Submit Delete
**		YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter	May 30, 2024	Submit Delete
-		YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter	May 30, 2024	Submit Delete
		YEAR	Listed	0.01	Lifetime	None     Once	1TB Enter	May 30, 2024	Submit Delete

**Step 6** Click **Submit**. If the message "Submitted successfully" is displayed, the configuration is successful.

onsole			Q Entera d	loud service, operation keyword	ubmitted successfully.	×
Does not count canceled order	a customer lifetime (once or no limit) or to only a	ter resource expiry (once or no limit).				
Add Configuration					Enter a product name.	Q Q
Product Name	Delivery Method	Product Type	Released	Product Status	Operation	

----End

# 7.2.2 Configuring SaaS Trial Use

By default, all customers can try free SaaS products (or SKUs). You can limit trial use to specific customers.

Perform the following operations to configure trial use.

**NOTE** 

The configuration takes effect only for SaaS that has enabled trial use. For details about how to enable trial use for SaaS, see **11.20 How Do I Release a Trial SaaS Specification?**.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management > Sales Configurations**. On the displayed page, click the **SaaS Trial Use** tab.

Seller Console	Sales Configurations			
Seller Management V Product Management V	Purchase Limits SaaS Trial Use			
Transaction Auropernet	Allow specific users to try SaaS products. Only SaaS pro	ducts with trial use are listed.		
Orders	Add Configuration			Enter a product n
Sales Configurations	Product Name	Product Type	Released	Product Status C
Service Supervision	~	Common Product	Dec 17, 2019 16:10:46 GMT+08:00	Listed [

**Step 3** Click **Add Configuration**, select a product, and select **All** or specific specifications next to **Product Specifications**.

ales Configurations	Select Product
Purchase Limits SaaS Trial Use 2	Select -Select V
Allow specific users to try SaaS products. Only SaaS prod	Product All
Add Configuration	Specification
Product Name	Cancel
✓ SaaS_Upgrade	000

**Step 4** Click **OK**. The selected product and specifications are also displayed under the **Purchase Limits** tab. By default, no customers can try the selected product or specifications.

**Step 5** On the **SaaS Trial Use** tab, click  $\checkmark$  before the product name to show the selected specifications, and click **Set** in the row containing a target specification.



**Step 6** Click **Add User**. In the **Add User** dialog box, enter the Huawei Cloud account name and ID of a customer, and click **OK**.

Salos Configurations / set		Add User	×		
Add User				Added	Start Date - End Date
Full Name	Acc	Enter the Huawei Cloud account name and ID of a customer to allow them to try this product/specification. To get the account name and ID, point to the account			Added
	Ι.	name in the upper right corner of the console and choose My Credentials.	_		
		* Huawei Cloud Account Name			
		* Huawei Cloud Account ID			
		Cancel			

# **NOTE**

1. Customers can obtain their account name and ID by pointing to the account name in the upper right corner of the console and choosing **My Credentials**.

API Credentials ⑦	
Learn more about Husseei Cloud accounts, IAM users, and projects.	
IAM User Name	Account Name
IAM User ID	Account ID

2. You can click **Delete** in the **Operation** column of the row containing a customer to remove the customer from the trial use whitelist.

Sales Configurations / \$6t				
Add User			Added Start Date - End Date	Enter an Account ID. Q
Full Name	Account Name	Account ID	Added	Operation
		1000 and 1000 and 1000	May 30, 2024 10:30:24 GMT+08:00	Delete

<sup>----</sup>End

# 7.3 Managing Transaction Details

# 7.3.1 Querying Transaction Details

You can view the transaction details of the last month after the seventh day of each month.

# Prerequisites

Your business information has been certified. For details, see **1.2.7 Certifying Business Information**.

# Procedure

**Step 1** Go to the Seller Console.

- **Step 2** In the navigation pane, choose **Transaction Management** > **Transaction Details**. The **Transaction Details** page is displayed.
- **Step 3** Set the search criteria to search for the target order.

Seller Console	Transaction Details
Seller Management   Product Management  Transaction Management  Orders	<ul> <li>After bill date, you can were the details of transactions occurring on the previous month.</li> <li>Transactions may is in the Unblied state because the bill generation requirements are not met. For example, the service supervision process for offline delivery products is not completed, outstanding credits have not been pad for port payments, or the bill date has not arised.</li> <li>By default, bills are generated for transactions that meet the bill generation requirements on the seventh of every month.</li> <li>You can confirm the generated bills or check the etitioner programs on the Bill page.</li> </ul>
Service Supervision Bills Transaction Details	Common Products           Egoot         [All statuses *] All Symmet Status *] [All Symmet Status *] [Dec 01/2019 – Dec 16/2021         [D] Order _ *] [Q] [Q]           Order No.         Order Line ID         Product Category         Bill [Q]         Bill Cycle         Sale Amount         Partner Settlem.         Partner Settlemet Amount.         Bill Status
Export History Application Tools	Image: Comparison of the second se
	·     ·     ·     0     Unbited

**Step 4** Click  $\checkmark$  on the left of the target order to view its bill details.

Seller Console	Transaction Details	
Seller Management   Product Management  Transaction Management  Orders  Service Supervision	After bill date, you can view the details of transactions occurring on the previous month.     Transactions may lein the Unbilled state because the bill generation requirements are not met. For example, the service supervision process for offline delivery products is not completed, outstanding ored is have not been paid for post-payments, or the bill date has anneed.     To a can confirm the generated bills or check the settlement progress on the Bills page.     Common Products	inot
Bills	Export All statuses V All Payment Status V All Service Supervision Sta V Dec 01,2019 – Dec 16,2021 📋 Order V Q	С
Transaction Details	Order No. Order Line ID Product Category Bill ID Bill Cycle Sales Amount Partner Settlem. Platform Service Fee Partner Settlement Amoun. Bill Status Open	rati
Export History	C Unblied	
Application Tools •	Product Type     miningian     Bill Details ID        Find Name     Customer Account Name        Effective     Expires     Expires       Effective     Product To     Product Name       Specification Name     Dut Pros(USD)       Subscription Unit     Subscription Quantity       Product Altibule     Attribute Value       Settlement Currency     Settlement Bichange Rate       Bill Gerenated     -	

**Step 5** Click **View Bill** in the **Operation** column. The bill details page is displayed.

Export			All statuses	▼ All Payment Sta	atus 👻 🛛 All S	iervice Supervision Sta 👻 🛛	Dec 31,2019 — Dec 16,	2021 🗰 Order	. <b>.</b>		Q
egory	Bill ID	Bill Cycle	Sales Amount	Partner Settleme	Platform Service Fee	Partner Settlement Amount	Bill Status	Transaction Date	Payment Status	Service Supe	Operation
									-		View Bil
										-	View Bill
									_		View Bill

----End

### **NOTE**

- By default, the system generates bills on the seventh day of each month for transactions that meet bill generation requirements.
- You can view the transaction details of the last month after bills for the transactions are generated.
- The bill status **Billed** indicates that a bill has been generated for an order. You can check the bill details or settlement progress on the **Bills** page.

Seller Console	
	After bill date, you can slew the details of transactions occurring on the previous month.
Seller Management 🔹	Transactions may be in the Unbilied state because the bill generation requirements are not met. For example, the service supervision process for offline delivery products is not completed, outstanding credits have not been paid for post payments, or the bill date has not
Product Management 🔹	armed. • By default, bills are generated for transactions that meet the bill generation requirements on the seventh of every month.
Transaction Anagement	You can confirm the gunerated bills or check the settlement progress on the Bills page.
Orders	Common Products
Service Supervision	Export All statuses 🔺 All Payment Status 💌 All Service Supervision Sta 💌 Dec 01,2019 – Dec 16,2021 📋 Order 💌 Q. C
Bills	Order No. Order Line All statuses y Bill ID Bill Cycle Sales Amount Partner Settlem Platform Service Fee Partner Settlement Amoun Bill Status Operati
Transaction Details	V Blid
Export History	V united united
Application Tools 🔹	v
	·

- The bill status **Unbilled** indicates that no bill has been generated for an order because the order does not meet bill generation requirements. For example, the order is delivered offline and its service supervision process is not completed, the customer has not paid the used credit, or the bill generation date has not arrived.
- SaaS trial orders are not displayed on the Transaction Details page.

# 7.3.2 Exporting Transaction Details

You can export and download transaction details.

# Prerequisites

You have completed the business information certification. For details, see **1.2.7** Certifying Business Information.

# Procedure

- **Step 1** Go to the Seller Console.
- Step 2 Choose Transaction Management > Transaction Details in the navigation pane. The Transaction Details page is displayed.
- **Step 3** Set the search criteria to search for the target orders.
- **Step 4** Click **Export** on the left of the page.

Seller Console	Transaction Details							
Seller Management    Product Management	Transactions may be in th     By default, bills are gener		ation requirements are not met. For example, the generation requirements on the seventh of every	ervice supervision process for offline delivery produ nonth.	cts is not completed, outstand	ding credits have not been	paid for post payments, or the l	ill date has not arrived.
Orders Service Supervision Bills	Common Products		ll statuses 🔹 🖌 All Payment S	atus 🔻 All Service Supervision Sta	• Dec 01,2019 - Dec	16,2021	Order 🔻	Q C
								~ 0
Transaction Details	Order No.	Order Line ID	Product Category Bill ID	Bill Cycle Sales Amount	Partner Settleme	Platform Service Fee	Partner Se Bill Stat	Transaction D. Operation
Transaction Details Export History	Order No.	Order Line ID	Product Category Bill ID	Bill Cycle Sales Amount	Partner Settleme	Platform Service Fee	Partner Se Bill Stat	
		Order Line ID	Product Category Bill ID	Bill Cycle Sales Amount	Partner Settleme	Platform Service Fee	Partner Se Bill Stat	Transaction D. Operation
Export History	~	Order Line ID	Product Category Bill ID	Bill Cycle Sales Amount	Partner Settleme	Platform Service Fee	Partner Se Bill Stat	Transaction D. Operation 2021-11-30 2:

**Step 5** The **Export History** page is displayed, and the bill is automatically generated.

Seller Console	Export History			
ieller Management 🔹 🔻	Bill and Transaction Service Supervision			
Product Management 🔹 🔻				
Transaction Anagement	It takes some time to generate a file. Please wait. Al	exported files will be saved on the HUAWEI CLOUD Object Storage Servi	ce (OBS) for 3 days before being deleted. Download files in time.	
Orders	Exported	Bill Type	Status	Operation
Service Supervision			State Processing	
Bills			Successful	Download
Transaction Details			<ol> <li>Expired</li> </ol>	
Export History			<ol> <li>Expired</li> </ol>	
Application Tools 🔹			D Expired	
			① Expired	
			① Expired	
			() Expired	
			① Expired	
			O Expired	

**Step 6** After the bill is generated, click **Download** in the **Operation** column to download it.

Bill and Transaction Service Supervision							
It takes some time to generate a file. Please wait. All exported files will be saved on the HUAWEI CLOUD Object Storage Service (OBS) for 3 days before being deleted. Download files in time.							
Exported	Bill Type	Status	Operation				
Dec 16, 2021 19:05:59 GMT+08:00	Common Product Bill	<ul> <li>Successful</li> </ul>	Download				

### ----End

### **NOTE**

- It takes some time to generate bills. Wait for a while and refresh the **Export History** page.
- You can also choose **Transaction Management** > **Export History** in the navigation pane and download the exported bills on the displayed page.
- The exported bills will be retained for three days. Download the bills as soon as possible.

# 8 Settlement Management

- 8.1 Settlement Rules
- 8.2 Settlement Procedure
- 8.3 Platform Fee Rules
- 8.4 Order and Transaction Settlement Mechanism

# 8.1 Settlement Rules

# **Bill Run Conditions**

- 1. You have completed **business information certification**. If the information is incomplete or inaccurate, Huawei Cloud cannot generate bills for settlement.
- 2. The payment status of the transaction is **Completed**.

# NOTICE

When a customer pays an order using credit balances, the payment status will change to **Completed** only when the customer pays off all credit balances used in the billing cycle when the order was generated.

- 3. The service supervision status of the order is **N/A** or **Completed**.
- 4. The order has taken effect.

# **Checking Whether Bill Run Conditions Are Met**

1. Check the customer payment and service supervision status.

In the navigation pane of the Seller Console, choose **Transaction Management** > **Transaction Details** to check the payment status and service supervision status.

AWEI CLOUD	Gonsole						Search	Q al	ling Center*	Resources Service Tickets	Enterprise Suppor	English	
eller Management roduct Management tanspement Orders	•	Transactio     By default	t, bills are generated for t onfirm the generated bill	d state because vansactions that	the bill general meet the bill g	tion requirements are not met. For ex generation requirements on the seven		ion process for offline delivery p	roducts is not	completed, outstanding credits h	we not been paid for post p	yments, or the bill date has no	t arrived.
Service Supervision		Export				All statuses •	All Payment Status	All Service Supervisi	on Sta •	Dec 01,2019 - Oct 25,2022	Order	•	Q
Transaction Details		luct Category	BILID	Bill Cycle	Sales Amour	R Partner Settlem	Platform Service Fee	Partner Settlement Amoun	Bill Status	Transaction Date	Payment Status	Service Supervision S	Operati.
Export History									Billed	2022-09-28 17:52:01	Completed	N/A	View B
lication Tools									Billed	2022-09-27 22:48:06	Completed	Completed	View 8
									Billed	2022-09-19 03:42:47	Completed	N/A	View B
									Billed	2022-09-01 09:34:43	Completed	N/A	View 8
									Unbilled	2022-08-30 22:11:02	Completed	NA	
									Unbilled	2022-08-19 03:43:07	Completed	NA	
													_
									Unbilled	2022-08-10 14:20:30	Completed	N/A	
									Unbilled	2022-08-10 14:20:30	Completed	N/A	
									Unbilled	2022-08-10 14 20:30	Completed	N/A	
									Unbilled	2022-08-10 14:20:25	Completed	NA	

2. Check the order effective time.

In the navigation pane of the Seller Console, choose **Transaction Management** > **Transaction Details** and click the down arrow on the left of the target order to view the effective time.

HUAWEI CLOUD Co	ske	Search	Q Billing Center* Resources Service Tickets	Enterprise Support English	-
D Seller Management Product Management R Transaction Management	After bill date, you can view the details of transactions occurrin Transactions may be in the Urblind's state because the bill gen By default, bills are generated bills or check the settlement pe + too can confirm the generated bills or check the settlement pe	eration requirements are not met. For example, the service supervision process for off bill generation requirements on the seventh of every month.	fine delivery products is not completed, outstanding credits hav	e not been paid for post payments, or the bill	date has not arrived.
Criders Criders Service Supervision Bills	Common Products	All statuses • All Payment Status • All Se	rvice Supervision Sta	Order	Q 0
Transaction Details	Order No. Order Line ID	Product Category Bill ID Bill Cycle Sales Amount	Partner Settlern Platform Service Fee	Partner Settlement Amoun Bill Status Billed	Transi Operati 2022+ View Bill
Application Tools	^			Biled	2022+ View Bill
	Product Type	Bill Details ID			
	Full Name Effective 2022-09-27 22:53:44	Customer Account Name Expires	2022-10-27 23:59:59		
	Product ID Specification Name	Product Name Ust Price(USD)			
	Subscription Unit	Subscription Quantity			
	Product Attribute Settlement Currency	Attribute Value Settlement Exchange Rate			
	till Generated 2022-10-07	Transaction Price(USD)			

# Settlement Cycle

- Frequency: On the seventh day of each month, the system generates bills for the most recent calendar month for settlement.
- Settlement scope: orders or transactions that are generated and effective within the most recent calendar month, and orders that have been settled partially or have never been settled in the previous months. The billing cycle of a renewal order is determined by the effective time of the order.
- Example: On February 7, 2019, bills for January 2019 were generated, including orders and transactions from January 1, 2019 to January 31, 2019. The billing cycle ID is 201901. The settlement amount is subject to the actual order and transaction data.

### **NOTE**

- 1. Bills for licenses, SaaS products that involve service supervision, and professional services are generated based on the service flow status. If the service flow of a transaction is completed, the bill for the transaction will be automatically generated in the next billing cycle. Example: For an order that is successfully paid on February 3, 2020, if the service flow of the transaction is completed on March 15, 2020, the transaction is settled in the bill whose ID is 202003.
- 2. A bill is not generated for an unpaid order of a postpaid customer.
- 3. A bill is generated for a renewal order in the next month when the order actually takes effect. For example, if an order is placed on January 31 but takes effect from February 1, the bill of this order will be generated in March.

# Settlement Method

One-time, pay-per-use, and yearly/monthly orders are settled at one go.

**NOTE** 

- Pay-per-use packages are settled at one go and refund demands are not allowed.
- The transaction amount and amount to be settled must be provided in the bill details for orders billed on a yearly/monthly basis.

# **Settlement Amount**

Huawei Cloud KooGallery offers two transaction models, each tailored to common products and joint operations products.

• Common product

A product released by a seller in KooGallery must be priced in USD dollars. When a Huawei Cloud customer purchases a product released by a seller, Huawei issues an invoice containing a value-added tax (VAT) and other similar taxes based on local tax requirements. Huawei calculates the settlement amount for the seller based on the selling price of the product (excluding the VAT). Huawei Cloud reserves the right to adjust the platform fee proportion based on service development requirements. The current formula for calculating the settlement amount is as follows:

Settlement amount =  $\sum_{i=1}^{n}$  (Selling price of product *N* (excluding VAT) – Customer WHT<sup>1</sup> – Customer DST<sup>1</sup>) x (1 – Proportion of platform fees) – Seller taxes (such as WHT<sup>2</sup> and DST<sup>2</sup>)

Example:

Selling price of a product (excluding VAT) = \$1,000 USD

Tax imposed on the product supplied to the customer: Customer  $WHT^1 = $150$  USD; Customer  $DST^1 = $50$  USD

Tax involved in Huawei's settlement to the seller:  $WHT^2 = $100 USD$ ;  $DST^2$  which imposed on the seller however should be filed and paid by Huawei = \$20 USD

Revenue sharing ratio of Huawei (Proportion of platform fees) = 15%Settlement amount =  $(1,000 - 150 - 50) \times (1 - 15\%) - 100 - 20 = $560 USD$ 

### 

WHT stands for withholding tax. DST stands for Digital Service Tax.

# NOTICE

**Platform Fee Proportion Baseline** lists the default platform fee proportions of KooGallery. The platform fee proportion of a product is subject to that configured during product release. For details about how to view the platform fee proportion, see **11.19 How Do I View the Sharing Ratio of a Product?** 

• Joint operations product

The settlement rules vary according to the revenue sharing mode.

- Revenue sharing based on the transaction price

Settlement amount (including tax) =  $\sum_{i=1}^{n}$  (Transaction price of joint operations product *N* – Customer WHT<sup>1</sup> – Customer DST<sup>1</sup>) x Seller's revenue sharing ratio – Seller taxes (such as WHT<sup>2</sup> and DST<sup>2</sup>)

Revenue sharing based on the discounted base price

Settlement amount (including tax) =  $\sum_{i=1}^{n}$  (List price of joint operations product *N* x Base price discount – Customer WHT<sup>1</sup> – Customer DST<sup>1</sup>) x Seller's revenue sharing ratio – Seller taxes (such as WHT<sup>2</sup> and DST<sup>2</sup>)

- Revenue sharing based on the fixed base price

Settlement amount (including tax) =  $\sum_{i=1}^{n}$  (Fixed base price of joint operations product *N* – Customer WHT<sup>1</sup> – Customer DST<sup>1</sup>) x Seller's revenue sharing ratio – Seller taxes (such as WHT<sup>2</sup> and DST<sup>2</sup>)

## Invoice Issuance Regulations

A seller shall issue VAT invoices to Huawei Cloud based on the monthly settlement amount and send them to the specified address within a month of receiving the invoice request. The invoiced tax items and tax rate are subject to the local tax laws of the seller. If an invoice is incorrect, the seller shall reissue it. For details, see **10 Issuing Invoices to Huawei Cloud**.

# **8.2 Settlement Procedure**

- On the seventh day of each month (or postponed to the next business day in case of holidays), Huawei Cloud generates a bill for orders that meet the bill run conditions in the previous month. After the bill is generated, the operations manager reviews and sends it to you within three business days.
- Read the settlement rules carefully. If you have any objection to the bill data, submit a service ticket. If Huawei Cloud confirms that the data is incorrect, the amount difference will be adjusted in the next settlement period.

No.	Phase	Perfor med By	Duration	Description
1	Generating historical transaction bills	Huawei Cloud	1 business day	On the seventh day of each month (If there is a holiday, the bill will be postponed to the next business day following the holiday.)
2	Reviewing and sending bills to the sellers	Huawei Cloud	3 business days	The notification for bill confirmation is sent to the email address bound to the Huawei Cloud account of the sellers.

No.	Phase	Perfor med By	Duration	Description
3	Confirming bills	Sellers	/	The sellers confirm bills in the Seller Console of Huawei Cloud KooGallery.
4	Initiating countersigning and payment	Huawei Cloud	6 business days	/
5	Notifying sellers to issue invoices after the countersigning is complete	Huawei Cloud	1 business day	The system sends an email notification to the sellers.
6	Issuing invoices and sending them to Huawei Cloud	Sellers	/	The sellers issue invoices with tax rates according to local tax laws and send the invoices to the specified email address or recipient address. For details, see <b>Invoice</b> <b>Management</b> .
7	Accepting invoices and making payment	Huawei Cloud	8 business days	After receiving and verifying the invoices, Huawei Cloud will make the payment on the eighth business day. (If an invoice is incorrect, Huawei Cloud will notify the seller to issue a new one via email.)

# 8.3 Platform Fee Rules

# **Flexible Platform Fee Proportion**

To request a platform fee proportion for a product, you can negotiate with your Huawei ecosystem manager. For details, see **3.1 Product Release Description**. If the platform fee proportion baseline is used, negotiation is not required.

# **Platform Fee Proportion Baseline**

Since November 11, 2022, default platform fee proportions of newly released products in KooGallery are as follows.

Delivery Method	Seller	Huawei
SaaS	87%	13%
License	87%	13%
Professional service	97.5%	2.5%
Image	80%	20%
Hardware	90%	10%

# 

- 1. The platform fee proportion of KooGallery products released before November 11, 2022 is 15%.
- 2. From January 01, 2025, KooGallery will charge a 10% platform fee on all product transactions, regardless of the product delivery method.

# 8.4 Order and Transaction Settlement Mechanism

# Settlement Bill Cycle

- For a purchase order of a yearly or monthly product, the settlement bill cycle starts when the instance or the service in the order is enabled.
- For a renewal order of a yearly or monthly product, the settlement bill cycle starts when the product or the service in the order is enabled.
- For the transactions of a pay-per-use product, the settlement bill cycle is determined by the actual consumption time of the product.

# Settlement Rule for Unsubscriptions

When a Huawei Cloud user applies for a refund after unsubscription and Huawei Cloud confirms that the refund application meets required standards, Huawei Cloud will send a refund notification to the seller and user. If the product payment has been settled with the seller, Huawei Cloud will deduct the refund amount from the seller's settlement amount in the current month or the following month after refunding the user's money. If the settlement amount is insufficient for the refund, Huawei Cloud will deduct the refund amount from the deposit of the seller (if any). If the amount is still insufficient, the seller shall pay the amount to Huawei Cloud in other ways.

# **9** Bill Management

- 9.1 Bill Description
- 9.2 Reconciliation Process
- 9.3 Confirming Bills
- 9.4 Exporting Bills
- 9.5 Exporting Bill Details

# 9.1 Bill Description

Table 9-1 describes the bills of common products on Huawei Cloud KooGallery.

Billing Item	Description	
Sales amount	Amount of money from sales (excluding taxes)	
Settlement amount	Settlement amount:	
	$\sum_{i=1}^{n}$ Sales amount of product $n \times (1 - Proportion of p)$	latform fee

# 9.2 Reconciliation Process

Huawei Cloud KooGallery generates a bill of the previous calendar month on **the seventh day of each month**. After you confirm that the bill is correct, Huawei Cloud sends you a notification email to request you to issue an invoice and deliver the invoice to the specified address. After receiving and verifying the invoice you send, Huawei Cloud initiates the payment process to pay you based on the invoice amount. For details, see **8.2 Settlement Procedure**.

### **NOTE**

Bills for licenses, SaaS products that involve service supervision, and professional services are generated based on the service flow status. If the service flow of a transaction is completed, the bill for the transaction will be automatically generated in the next billing cycle.

# 9.3 Confirming Bills

After you confirm a bill of the previous calendar month, Huawei Cloud KooGallery will send you an invoicing notification email and initiate payment process.

# Prerequisites

Your business information has been certified. For details, see **1.2.7 Certifying Business Information**.

# Procedure

- **Step 1** Go to the Seller Console.
- **Step 2** In the navigation pane, choose **Transaction Management > Bills**.

The **Bills** page is displayed.

**NOTE** 

If the *HUAWEI CLOUD KooGallery Seller Agreement* has been updated, select **I agree with the HUAWEI CLOUD KooGallery Seller Agreement** and click **Submit**. After signing the agreement, you can go to the **Bills** page for bill query.

Step 3 Locate a bill and click Confirm in the Operation column.

The bill details page is displayed.

- Step 4 Confirm that all the bill information is correct and click Confirm.
- Step 5 In the displayed dialog box, click Yes.

----End

# 9.4 Exporting Bills

You can export bills and download them on the Export History page.

# Prerequisites

Your business information has been certified. For details, see **1.2.7 Certifying Business Information**.

### Procedure

**Step 1** Go to the Seller Console.

**Step 2** In the navigation pane, choose **Transaction Management > Bills**.

#### D NOTE

If the *HUAWEI CLOUD KooGallery Seller Agreement* has been updated, select **I agree with the HUAWEI CLOUD KooGallery Seller Agreement** and click **Submit**. After signing the agreement, you can go to the **Bills** page for bill query.

- Step 3 Click Export on the left of the page to access the Export History page.
- **Step 4** After the bills are generated, click **Download** in the **Operation** column, select a path to save the bills, and click **Save**.

#### **NOTE**

- It takes some time to generate bills. Wait for a while and refresh the **Export History** page, and then the export record is displayed.
- The exported bills will be saved for three days. Download the bills as soon as possible.

----End

## 9.5 Exporting Bill Details

You can export bill details and download them on the **Export History** page.

#### Prerequisites

Your business information has been certified. For details, see **1.2.7 Certifying Business Information**.

#### Procedure

**Step 1** Go to the Seller Console.

**Step 2** In the navigation pane, choose **Transaction Management > Bills**.

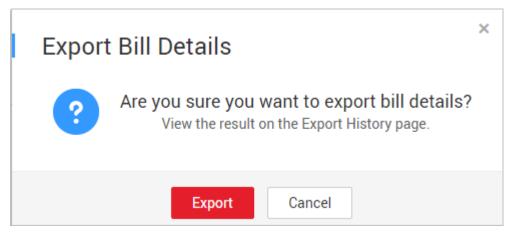
#### **NOTE**

If the *HUAWEI CLOUD KooGallery Seller Agreement* has been updated, select **I agree with the HUAWEI CLOUD KooGallery Seller Agreement** and click **Submit**. After signing the agreement, you can go to the **Bills** page for bill query.

- **Step 3** Locate a bill to be viewed and click **Details** in the **Operation** column.
- **Step 4** Click **Export** on the left of the page.

The **Export Bill Details** dialog box is displayed.

**Step 5** Click **Export** to access the **Export History** page.



**Step 6** After the bill details are generated, click **Download** in the **Operation** column, select a path to save the bill details, and click **Save**.

**NOTE** 

- It takes some time to generate bill details. Wait for a while and refresh the **Export History** page, and then the export record is displayed.
- The exported bill details will be saved for three days. Download the bill details as soon as possible.

----End

# **10** Issuing Invoices to Huawei Cloud

### Description

You will receive an email and internal message notification when an invoice can be issued for a bill. You can also log in to the Seller Console and view the invoicing list on the **Bills** page. Issue an invoice according to the notification. After receiving and verifying the invoice, Huawei Cloud will start payment.

### 

- Common invoice errors include:
  - 1. The value of **INVOICE AMOUNT** is inconsistent with that in the invoicing list.
  - 2. The value of **Invoice Currency** is inconsistent with that in the invoicing list.
  - 3. The value of **Invoice To** is inconsistent with the Huawei signing entity in the invoicing list.
- Attach the invoicing list when you send the invoice to Huawei Cloud so that the Huawei Cloud invoice team can identify the payment source.
- According to Brazilian laws and regulations, cross-month payment is not allowed. If you need to send invoices to SPARKOO TECNOLOGIAS DO BRASIL LTDA (Huawei Cloud in Brazil), send them before the 20th day of each month so that payment can be made in the same month.

### Procedure

**Step 1** Click the link in the invoicing notification, or click **Invoicing List** in the **Operation** column on the **Bills** page. The **Invoicing List** page is displayed.

/ Invoicing List				
Invoke Debils  5 and ite invoke the function bit and the invoke the Hussen at an Advance France Department Hussen Technologies (Laude Soc G. Litt Hit In many expected VII invokes). The invoke matter is halfed to the distribut to the invoke server the land advanced if a part billing rydee.  5 part		Santheral, Meetana, Lass. Bacquer (Danshalt al Inthesene Carlaci Information and a more and a	ndon, Olarhebid Isbanegipaani con	
		メンパン可 のこの下が高調師 Suppler Invicing Information		
1955年8日 "Suppler Name	194(중明)(GB *Supplier Contact Number	195回期発見人(約号) "Suppler Contact Person	*H公開取至人均定約目は約点 *Supplier contact Phone Number And Email	*35(昭25)) *Fill Is The Date
NANJING XIADWANG TECHNOLOGY	234GMW		0006-1333333333 mlq66666666666@huawel.com	2024/02/01
(875-685) Bank Name	银行账号 Bank ACB*	金同号 Contract Number	品的医疗主动 Huavei Signing Ently	何能多款 Payment Terms
Asis Bank	10"'29	SCW6911CHN200119CNLIWE90012827	Huswei Services (Hong Kong) Co., Limited	InvoiceAC300
"这题句 "Invoice No.	18日1年号 NaTouch Na.	1928 Willing Cycle	· 物助金額 · Amount	
	ITh-HKG20230210000000	202001	0.85 CMY	
			貴计 Total 0.85 CNY	

**Step 2** Print or download the invoicing list and issue an invoice by referring to the **Table 10-1**. **Figure 10-1** shows a sample invoice.

Item	Description
Company Name	Company name
Partner VAT No.	Partner VAT number
Bank Account No.	Bank account number
Bank Account Beneficiary	Bank account beneficiary
Bank Name	Bank name
Bank Address	Bank address
Swift Code	Society for Worldwide Interbank Financial Telecommunication (SWIFT) code
Invoice No.	Invoice number
Invoice Date	Date of invoice issuance <b>CAUTION</b> According to Brazilian laws and regulations, cross- month payment is not allowed. If you need to send invoices to <b>SPARKOO TECNOLOGIAS DO BRASIL</b> <b>LTDA (Huawei Cloud in Brazil)</b> , send them before the 20th day of each month so that payment can be made in the same month.

Table 10-1 Invoice description

Item	Description	
Invoice Currency	Currency in the invoicing list	
	*账期金额 *Amount	
	0.85 CNY	
	合计 Total 0.85 CNY	
Invoice To	Huawei signing entity displayed on th <b>Invoicing List</b> page	e
	Supplet Imode Supplet Imode	公司
	*中辺専定府 *中辺専定府 *中辺専定王人 (印名) *Suppler Contact Flamme *Suppler Contact Flamme	(伊田明東王), 직원(和紀代地)) "Suppler contact Phone Number And Email
	1000 III III III III	100.0
	銀行会合 銀行後号 会同号 Bank Name Bank ACP Contract Number	유國的主体 Humei Sgning Ently
InTouch No.	Tax registration number of Huawei Fo see Huawei VAT registration No.	r details,

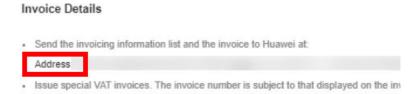
Item	Description					
Payment Requisition Form No.	Payment requisition number in the invoicing list *申付单号 *InTouch No.					
	iTh-HI 0000000					
Service Item	The value is <b>KooGallery Service</b> .					
Settlement Period	Settlement period in the invoice notification *派任期 *Billing Cycle					
	20					
INVOICE AMOUNT	Invoice amount in the invoice notification					
	*则长期金额 *Amount					
	合计 Total (					

ltem	Description
Remarks	Optional.

#### Figure 10-1 Sample invoice



# **Step 3** Send the invoicing list and invoice to the email address or location specified on the **Invoicing List** page.







11.10 When Can I Issue an Invoice for an Order?

# **11** FAQs

- 11.1 What Are the Conditions for Registering with Huawei Cloud KooGallery?
- 11.2 What Enterprise Certificates Are Needed for the Registration?

11.3 Can I Use the Same Account to Apply for Seller Registration Again After I Exit KooGallery?

11.4 How Do I Become a KooGallery Partner?

11.5 How Long Does It Take to Review the Registration Application?

11.6 How Do I Release Products on KooGallery?

- 11.7 How Long Does It Take to Review a Product Release Application?
- 11.8 How Do I Remove a Product from the Catalog?
- 11.9 When Can I Receive the Payment After a Bill Is Generated?
- 11.10 When Can I Issue an Invoice for an Order?
- 11.11 Is the Product Technical Support Provided by Sellers or Huawei Cloud?
- 11.12 How Long Is the Validity Period of Products on KooGallery?
- 11.13 How Do I Initiate an Appeal During Service Supervision?
- 11.14 Can an Individual User Become a Seller on KooGallery?
- 11.15 What Benefits Can I Obtain After Registering with KooGallery?
- 11.16 Do I Need to Pay Deposit If I Register with KooGallery?
- 11.17 How Do I Change the Company Name?

11.18 Why Is No Bill Generated for an Order? What Are the Prerequisites for Bill Run?

- 11.19 How Do I View the Sharing Ratio of a Product?
- 11.20 How Do I Release a Trial SaaS Specification?
- 11.21 Why Can't I Select an Image as an Image Asset?

# 11.1 What Are the Conditions for Registering with Huawei Cloud KooGallery?

To become a seller on Huawei Cloud KooGallery, you must meet the following requirements:

- 1. Your company has been operating for at least 1 year.
- 2. Your company can provide professional technical services, after-sales support, and at least 5 x 8 hours of online customer service (based on the time zone of the product service area).
- 3. Your company has at least two salespersons, one for pre-sales and the other after-sales services.
- 4. Your company accepts and signs the **Huawei Cloud KooGallery Seller Agreement**, and carries out business cooperation according to the terms and conditions specified in the agreement.
- 5. Your company accepts other related protocols and management regulations of Huawei Cloud.

# 11.2 What Enterprise Certificates Are Needed for the Registration?

Enterprise business licenses, valid software copyright certificates, or sales license certificates.

# 11.3 Can I Use the Same Account to Apply for Seller Registration Again After I Exit KooGallery?

No.

# 11.4 How Do I Become a KooGallery Partner?

If you meet the conditions for registering with Huawei Cloud KooGallery and the target market, perform the following operations:

- 1. Register a HUAWEI ID and enable Huawei Cloud services.
- 2. Complete enterprise real-name authentication.
- 3. Submit a registration application in KooGallery.

After the registration application is approved, you become a KooGallery partner.

11 FAQs

# 11.5 How Long Does It Take to Review the Registration Application?

Three working days. The review results will be sent to the email address and the mobile number (if any) bound to your Huawei Cloud account.

### 11.6 How Do I Release Products on KooGallery?

You can release your products in the Seller Console after your registration application is approved by Huawei Cloud KooGallery and you become a seller.

- 1. Go to the Seller Console.
- 2. In the navigation pane, choose **Product Management > My Products**.
- 3. Click Release New Product in the upper right corner of the page.
- 4. Select the delivery method of the product to be released and enter the product information.

#### **NOTE**

For details about the product release, see **3 Delivery Methods**.

5. Click Submit.

The product will be available on KooGallery after the information is approved. You can view the released products on the **Product Management > My Products** page.

# 11.7 How Long Does It Take to Review a Product Release Application?

By default, Huawei Cloud KooGallery reviews the product information you provide in three working days. When you submit 10 or more product release applications within one calendar day, the review will take a longer time. The review result will be sent to the email address bound to your account. Your product will be released only after all information is approved.

### 11.8 How Do I Remove a Product from the Catalog?

You can remove specifications of a released product or the entire product. After a specification is removed, the specification enters the discontinued state. Other specifications can be subscribed to normally. After a product is removed, the product and all its specifications enter the discontinued state. No operations can be performed on the product.

Removed products cannot be restored. To sell the removed products on KooGallery again, release them again.

For details, see **Removing Products**.

# 11.9 When Can I Receive the Payment After a Bill Is Generated?

After a bill is generated, confirm the bill so that Huawei Cloud can initiate payment. Then you must issue an invoice and mail it to Huawei Cloud. Huawei Cloud makes the payment to you after approving the invoice. For details, see **8.2 Settlement Procedure**.

## 11.10 When Can I Issue an Invoice for an Order?

You can issue an invoice to Huawei Cloud when a bill has been generated for the order and the bill is in the **Pending invoice** state. To check the bill status, log in to the Seller Console, choose **Transaction Management** > **Transaction Details** in the navigation pane, and enter the order No. in the search area. If a bill has been generated for the order, the **View Bill** button is displayed in the **Operation** column. Click the button to go to the bill page and check whether the bill is in the **Pending invoice** state.

Seller Console	Transaction Details
Selec Management v Product Management v Promotions v Transaction Management A	Or After bild day, you can ever be dashed at abanced answerse and at a seriest of the seriest processing or processing or processing and the processing or proces or processing or procesing or processing or pro
Ordens Sales Configurations	Common Products Joint Operations Products Proprietary Products
Service Supervision Bills	
Transaction Details	All shitures v   All Service Super v   Lat 6 Martha v   Dider v   Enter a layound   🤤 🔮 Q   Q
Export History	Order No. Order Li., Pro., Bill D 8 Sales An., Transa., Consu., Par., Platfo., Parter S., Resell., Reseller., Reseller., Reseller., Reseller, Transacti., Payment Sat., Servic, Opera.,
Service Detail Records	v 0. 244. 2 85 88d Mr.2. NA NA Vers
Non-standard Contracts	v 0a. 2444 2

# 11.11 Is the Product Technical Support Provided by Sellers or Huawei Cloud?

The product technical support and after-sales support are provided by sellers.

If you have any questions during the product test, send an email to **partner@huaweicloud.com**.

# 11.12 How Long Is the Validity Period of Products on KooGallery?

Products are always valid by default after being released to KooGallery.

If a released product violates KooGallery agreements and related management regulations, KooGallery staff have the right to remove the product from the catalog.

# 11.13 How Do I Initiate an Appeal During Service Supervision?

For a standard service flow, if the customer does not handle the process (submit requirements or accept the service) for more than five days, you can initiate an appeal.

### Procedure

**Step 1** Go to the **Seller Console**.

**Step 2** In the navigation pane, choose **Transaction Management > Service Supervision**.

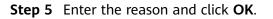
Seller Console	Service Supervisio	n									
Seller Management 🔹											
Product Management 🔹		e product is sold, confirm									
Discounts 👻	After your license	-After your hardware product is sold, deliver the hardware, submit logicies information after shipment, and follow up with the logistics process on this page. -After your license product is sold, deliver the license and follow up with customer acceptance on this page. -Billing depends on the exercive status regregation and order is completed, the system automatically creates a bill for settement in the next billing cycle.									
Transaction Management	If a customer pure	chases a yearly/monthly lic	ense or SaaS product	that involves service su	pervision, the start						
Orders	If an order has no Learn more	of been processed for more	than 365 days, the ur	nbilled order will be unse	ubscribed.						
Cloud Server Customer Whitelists	Accept Requests	Provision Services	Service Flow	All -	Service Status	All 👻	Order No.				
								<ul> <li>Enter an order No.</li> </ul>	Q C		
Service Supervision	Order No.	Cust Produ	ict Name Speci	ification Deli	Qua Sen	rice S Created	Completed	Enter an order No.     Operation	Q C		
Service Supervision Bills	Order No.	Cust Produ	ict Name Speci	ification Deli	Qua Sen	rice S Created	Completed		QC		
	Order No.	Cust Produ	ict Name Speci	ification Deli	Qua Sen	rice S Created	Completed		Q C		
Bills	Order No.	Cust Produ	ict Name Speci	ification Deli	Qua Serv	ice S Created	Completed		Q C		

#### **Step 3** Click **Details** next to an order in the order list.

Accept Requests	Provision Services Ser	vice Flow All	▼ Sen	vice Status All	V Order No.	Enter an order No. Q
Order No.	Cust Product Name	Specification	Deli Qu	a Service S Crea	ted Completed	Operation
						Details Contact Customer
						Details Contact Customer
						Details Contact Customer
						Details Contact Customer
	-			-		Deliver service Contact Customer

**Step 4** On the service supervision details page, click **Initiate Appeal**.

Service Informat	ion						
Product Name							
Specification Nan							
Order No.							
Service Status							
Quantity							
Initiate Appeal History							
Time		Operation	Operator Role	Company	Operator	Description	Attachment
2023-01-31 10:28:1	15					1	



#### **NOTE**

If you initiate an appeal because the customer has not accepted the service for a long time, click **Upload** to submit the delivery proof.

Reject		×
★ Reason	State the reason with a maximum of 1,000 characters.	
Attachment:	Upload Supported formats: BMP, JPG, JPEG, PNG, GIF, DOC, DOCX, XLS, XLSX, PPT, PPTX, RAR, ZIP, PDF, and XML Max. file size: 50.0 MB	

----End

# 11.14 Can an Individual User Become a Seller on KooGallery?

No. Only enterprise users can register with Huawei Cloud KooGallery and sign up as sellers.

# 11.15 What Benefits Can I Obtain After Registering with KooGallery?

You and Huawei Cloud jointly build a cloud service ecosystem, enabling consumers to use the required enterprise software more conveniently and cost-effectively. You can sell high-quality products and earn more on one platform and through multiple channels.

# 11.16 Do I Need to Pay Deposit If I Register with KooGallery?

No deposit is charged.

### 11.17 How Do I Change the Company Name?

You can change the company name in **My Account**. The company name must be the same as that in the business qualification.

# 11.18 Why Is No Bill Generated for an Order? What Are the Prerequisites for Bill Run?

### **Bill Run Conditions**

- 1. You have completed **business information certification**. If the information is incomplete or inaccurate, Huawei Cloud cannot generate bills for settlement.
- 2. The payment status of the transaction is **Completed**.

#### NOTICE

When a customer pays an order using credit balances, the payment status will change to **Completed** only when the customer pays off all credit balances used in the billing cycle when the order was generated.

- The service supervision status of the order is N/A or Completed. 3.
- 4. The order has taken effect.

### **Checking Whether Bill Run Conditions Are Met**

1. Check the customer payment and service supervision status.

In the navigation pane of the Seller Console, choose **Transaction Management** > Transaction Details to check the payment status and service supervision status.

WEI CLOUD Console						Search	Q si	ling Center <sup>®</sup> R	esources Service Tickets	Enterprise Support	English	
eller Management + rodukt Management + ansaktion lanagement +	Transacti     By defau     You can	ions may be in the Unbi it, bills are generated fo confirm the generated I	lied state because or transactions that	the bill general meet the bill (	on the previous month. Son requirements are not met. For exi generation requirements on the sevent ress on the Bills page.		ion process for offline delivery p	roducts is not com	pleted, outstanding credits have	not been paid for post pa	ments, or the bill date has no	t arrived.
Service Supervision	Common P	oducts			All statuses •	All Parment Status	All Service Supervisi		ec 01 2019 - Oct 25 2022			
BIS .	Export Nact Category	BEID	BII Cycle	Sales Amour		All Payment Status Platform Service Fee	All Service Supervision     Partner Settlement Amoun		ec 01,2019 - Oct 25,2022 Transaction Date	Payment Status	Service Supervision S	Q Opera
Transaction Details Export History								Billed	2022-09-28 17:52:01	Completed	N/A	View
plication Tools •								Billed	2022-09-27 22:48:06	Completed	Completed	View
								Billed	2022-09-19 03:42:47	Completed	N/A	View
								Billed	2022-09-01 09:34:43	Completed	N/A	View
								Unbilled	2022-08-30 22:11:02	Completed	N/A	
								Unbilled	2022-08-19 03:43:07	Completed	NA	
								Unbilled	2022-08-10 14:20:30	Completed	N/A	
								Unbilled	2022-08-10 14:20:30	Completed	N/A	
								Unbilled	2022-08-10 14:20:30	Completed	NA	
								Unbilled	2022-08-10 14:20:25	Completed	N/A	

2. Check the order effective time.

In the navigation pane of the Seller Console, choose **Transaction Management** > **Transaction Details** and click the down arrow on the left of the target order to view the effective time.

11 FAQs

•	HUAWEI CLOUD Console					Search	Q Billing Center*	Resources Service Ticke	ts Enterprise Support	English		
	Seller Management • Product Management • Transaction  Management • Orders	Transactions may be     By default, bills are g	an view the details of transactions occ in the Unbilled state because the bill generated for transactions that meet ti generated bills or check the settlemen	peneration requirements are the bill generation requirement	not met. For example		fine delivery products is not co	mpleted, outstanding credits	have not been paid for post pa	ments, or the bill o	fate has not an	rived.
	Service Supervision	Export		All statuses	* AL	ayment Status 💌 All Se	rvice Supervision Sta •	Dec 01,2019 - Oct 25,2022	Order	-		Q
>	Transaction Details	Order No.	Order Line ID	Product Category	BIL ID	Bill Cycle Sales Amount	Partner Settlem		Partner Settlement Amoun.	Bill Status	Transi	Operat
	Export History	~								Billed	2022-	View 8
	Application Tools •	^								Billed	2022-	View 8
		Product Type				Bill Details ID						
		Full Name				Customer Account Name						
		Effective	2022-09-27 22:53:44			Expires	2022-10-27 23:59:59					
		Product ID				Product Name						
		Specification Name				List Price(USD)						
		Subscription Unit				Subscription Quantity						
		Product Attribute				Attribute Value						
		Settlement Currency				Settlement Exchange Rate						
		BII Generated	2022-10-07			Transaction Price(USD)						

# 11.19 How Do I View the Sharing Ratio of a Product?

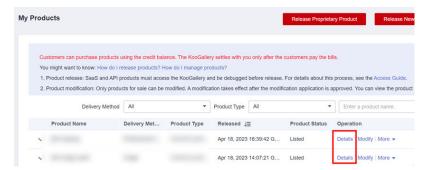
View the platform fee proportion of your products in the Seller Console.

### Procedure

Step 1 Go to the Seller Console. In the navigation pane, choose Product Management > My Products.

Seller Console	My Products					Release Proprieta	ary Product Release	New Pro
Seller Management 👻								
loud Services	Customers can purchase products of				u only after the	customers pay the bi	la.	
roduct Management	You might want to know: How do I n 1. Product release: SaaS and API p				before release	For details about this	process, see the Access Guid	
My Products	2. Product modification: Only produ							
My Applications	Delivery Method	All	•	Product Type	All		Enter a product name.	Q
My Applications Drafts	Delivery Method Product Name	All Delivery Met	• Product Type	Product Type Released 1		• Product Status	Operation	Q
				Released 1				Q
Drafts	Product Name			Released J	1	Product Status	Operation	a

**Step 2** Click **Details** in the **Operation** column of the target product.



**Step 3** On the product details page, search for **Settlement Rule**. The platform fee proportion is displayed next to **Huawei revenue sharing**.

Public Product	Yes
Product URL	https://marketplac
Product Category	P
Applicable OS	Windows
Contract Name	
Settlement Rules	Huawei revenue sharing: 15.00%
Product Specifications	

# 11.20 How Do I Release a Trial SaaS Specification?

You can release a free trial SaaS specification by referring to the instructions in this topic.

For trial use of joint operations products or Huawei proprietary products, contact the Huawei contact person first. Otherwise, your request will be rejected.

### Procedure

**Step 1** When **releasing a SaaS** and specifying the specification information, set **Billing Mode** to **Yearly**, **Monthly**, or both. Specifications with the **One-time** billing mode do not support trial use.

^ (		
* Specification Name		
	Enter a maximum of 50 characters. Specification names are visible to users on the product details and expenditure details pages.	
* Pricing Template	Simple template	
* Billing Mode	One-lime & Yearly/Monthly	
	Monthly Vearly One-time	
	Billing Mode Unit Price	
	Monthly USD/month	
	Yearly USD/year	
	One-time USD/one-time	
	Trial Trial Days 💮	

Step 2 Select the Trial checkbox and set Trial Days to 3 to 180 days.

* Specification Name	Enter a maximum of 50 characters. Sp	pecification names are visible to users on the product	t details and expenditure details pages.
* Pricing Template	Simple template	<ul><li>✓ (</li></ul>	
* Billing Mode	One-time & Yearly/Monthly	ie-time	
	Billing Mode	Unit Price	
	Monthly		USD/month
	Yearly		USD/year
	One-time		USD/one-time
[	V Trial Trial Days 180	days	

**Step 3** Submit the product release request. The trial use settings take effect immediately after the request is approved.

----End

By default, all customers can try this specification. To limit trial use to specific customers, configure SaaS trial use on the **Transaction Management > SaaS Trial Use** page later. For details, see **7.2.2 Configuring SaaS Trial Use**.

### 11.21 Why Can't I Select an Image as an Image Asset?

- 1. The image is shared by others. Only private images you create are allowed.
- 2. The image is already associated with an image asset in KooGallery and is locked. An image can only be associated with an asset.