## OpenEye® web services

## VIEWING AND EXPORTING ACCESS LICENSE EXPIRATION DATES

## What's New

Beginning September 1, 2018, OpenEye will begin enforcing Web Services Access License expiration dates for all devices connected to OpenEye Web Services (OWS). Recorders with expired Web Services Access Licenses will continue to record but will no longer connect to OpenEye Web Services. This will result in a loss of features including but not limited to; remote connectivity to recorder, health monitoring, online clip export, centralized user management, software updates, and inclusion in alerts and reports.

A list of all recorders and their Access License expiration dates can be viewed in the Inventory Report in your web services Management Portal.

Follow the steps to view and export your Access License expiration dates:

- 1. Using a web browser, navigate to **ows.openeye.net** and log in with valid OWS credentials.
- 2. Click **Reports** on the main navigation bar.
- 3. Next to the Inventory Report, click View.
- Click Export to automatically download a .csv version of the report.

If there is no currently existing Inventory Report, it will be necessary to create one:

- 1. Click **Reports** on the main navigation bar.
- 2. Click Add New Report.
- 3. Click Inventory Report, then click Next.
- 4. Give the report a Name and Description, then click Create.
- 5. Click **Accounts** on the navigation sidebar.
- 6. Click **Add Account**, then check the box next to each account to be included. Alternatively, include all accounts by checking the box so labeled.
- **7.** Configure users and email schedule in the **Users/Notifications** tab as desired.
- 8. Complete steps 2-4 in the previous section.





23221 E Knox Ave • Liberty Lake, WA 99019 • 509.232.5261• www.openeye.net