

How to specify variable pricing on accounts

When transactions are billed to accounts, the pricing used to bill the account is specified for the device on which the transaction took place (e.g. printer, telephone PBX). In some cases, it may be necessary for specific accounts to be billed at a different rate than the one specified for the device.

Specify a different rate for a particular account or accounts

- Open Resource Manager.
- Navigate to **Account Management > Accounts**.
- Double click the account on the right on which you would like to specify the variable pricing (or multi-select accounts and click the **Edit** button).
- Click the **Variable Pricing** tab.
- Click the tab relating to the transaction type for which you would like to specify the variable pricing (e.g. **Print, Copy**, etc).
- If you are editing more than one account after multi-selecting, tick the checkbox to the left of the settings to enable the controls.
- If you would like to change the actual pricing schedule that will be used for the transactions, choose the **Use this pricing schedule** option and choose the schedule from the drop-down.
- If you would like to add an amount to each transaction, tick the **Add the following amount** checkbox and enter a value.
- If you would like to multiply the transaction value by a particular amount, tick the **Multiply by amount** checkbox and enter the multiplier value. For example, to increase the charge by 20%, enter 1.2.
- If you are adding a value and multiplying by a value you will need to specify which happens first by changing the value in the **Calculation order** dropdown.
- Click **OK**.

Specify a different rate for a whole account group or groups

Setting variable pricing for an account group will only affect new accounts added to that particular account group. It is a new account default for the group. You can, however, force the setting down to current members of the group from within the account group form.

- Open Resource Manager.
- Navigate to **Account Management > Account Groups**.
- Double click the account group on the right on which you would like to specify the variable pricing (or multi-select groups and click the **Edit** button).
- Click the **Account Defaults** tab.
- Click the tab relating to the transaction type for which you would like to specify the variable pricing (e.g. **Print, Copy**, etc).
- If you are editing more than one group after multi-selecting, tick the checkbox to the left of the settings to enable the controls.
- If you would like to change the actual pricing schedule that will be used for the transactions, choose the **Use this pricing schedule** option and choose the schedule from the drop-down.
- If you would like to add an amount to each transaction, tick the **Add the following amount** checkbox and enter a value.

- If you would like to multiply the transaction value by a particular amount, tick the **Multiply by amount** checkbox and enter the multiplier value. For example, to increase the charge by 20%, enter 1.2.
- If you are adding a value and multiplying by a value you will need to specify which happens first by changing the value in the **Calculation order** dropdown.
- In order to apply this setting to all current members of this group, click the **Go** button in the **Current Members** frame.
- Click **OK**.

Document revision date: 2018/10/12
Software version: 2.2.49.3
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