

Housekeeping



The webinar will start shortly.



Live Q&A and Chat are enabled for the session.



Help us improve this content for you!
Survey option will be offered at the end of the session.



Safe harbor statement

The following is intended to outline our general product direction. It is intended for information purposes only, and may not be incorporated into any contract. It is not a commitment to deliver any material, code, or functionality, and should not be relied upon in making purchasing decisions. The development, release, timing, and pricing of any features or functionality described for Oracle's products may change and remains at the sole discretion of Oracle Corporation.

ORACLE

Understanding Usage Reports for Oracle Fusion Apps

Oracle Customer Success

Teodora Pantel - Customer Success Manager
Marco Primavera – SaaS Digital Transformation Consultant

12th of February 2025



Agenda



**Understanding Oracle
Agreements**

Licensing types

Where to find Usage Reports

Understand Usage Reports

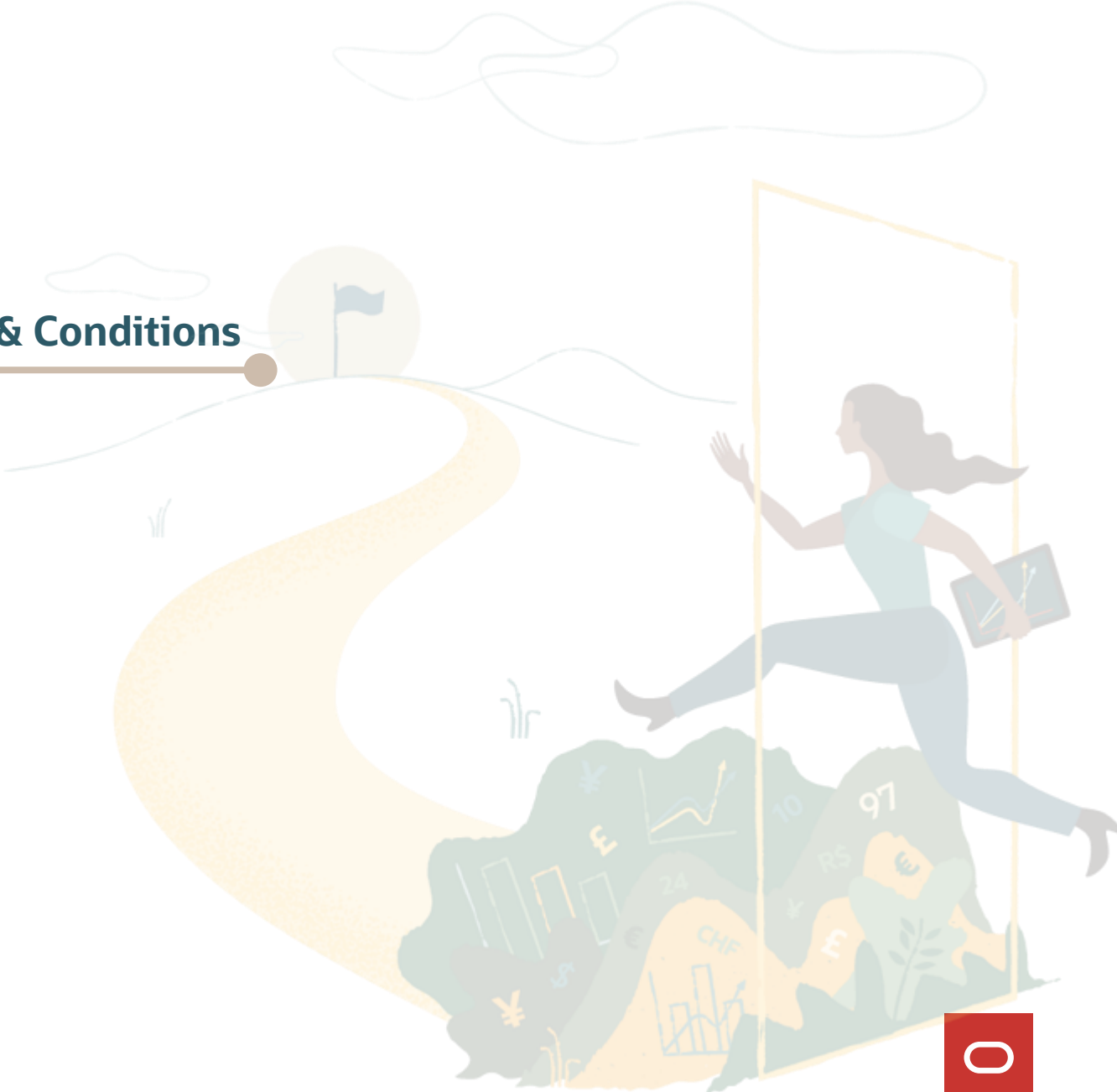
Drill Through Reporting

Recommended Actions

Understanding Oracle Agreements

Master Agreement

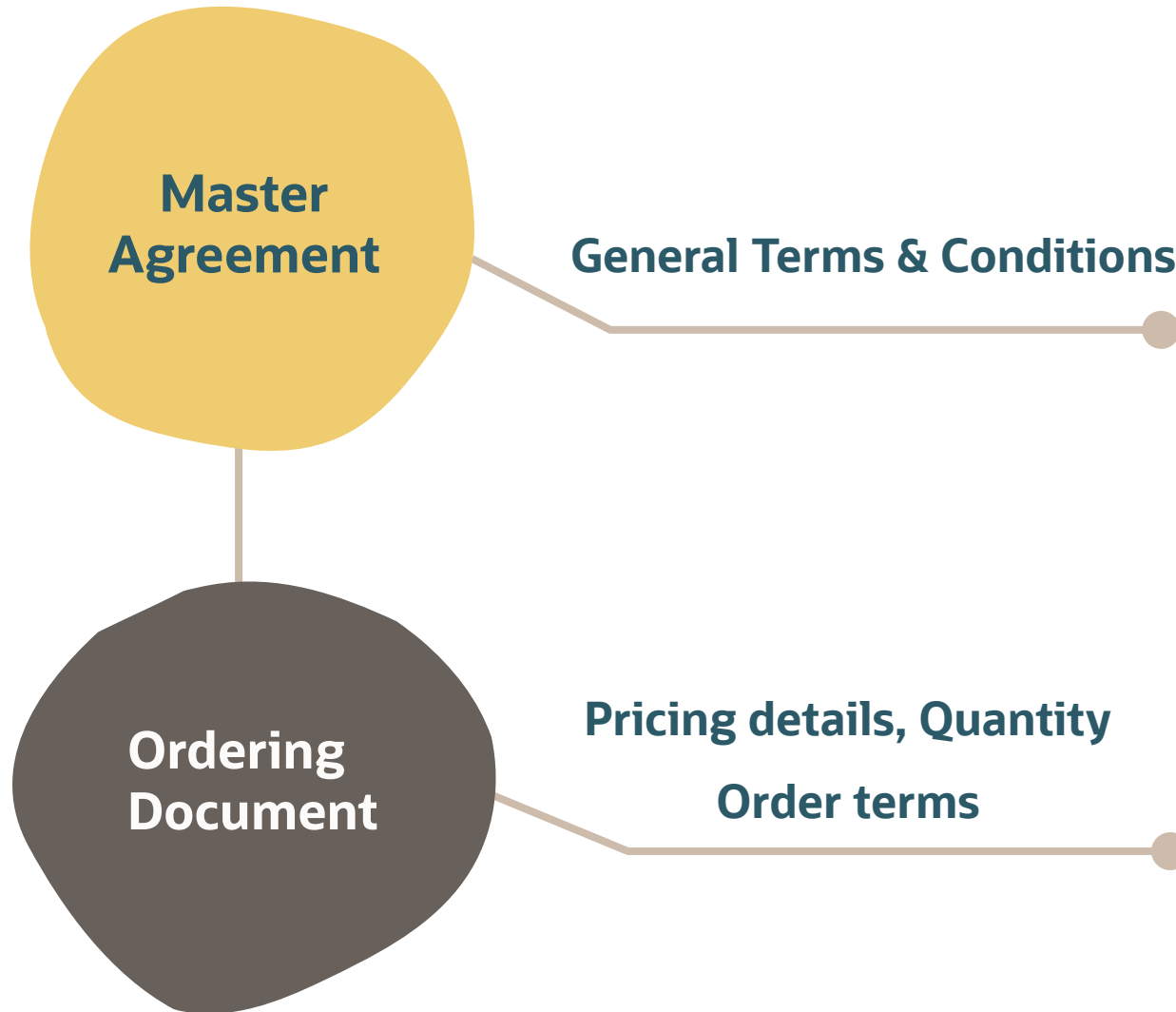
General Terms & Conditions



Understanding Oracle Agreements



Understanding Oracle Agreements



ORDERING DOCUMENT

Oracle America, Inc.
600 Oracle Parkway
Redwood Shores, CA 94065

Name
Address
Contact
Phone Number
Email Address

New Subscription

Cloud Services	Quantity	Term	Service Period: 12 months	Unit Net Price	Net Fee
Data Center Region: NORTH AMERICA					
B85305 - Oracle Integration Cloud Service - Non-Metered - Hosted Connections	2	12 mo		325.00	650.00
B87389 - Oracle Analytics Cloud - Standard - Non-Metered - OCPU	2	12 mo		1,500.00	3,000.00
B83531 - Oracle Database Cloud Service - Standard Edition - General Purpose - Non-metered- Hosted Environment	2	12 mo		150.00	3,000.00
B83543 - Oracle Database Backup Service - Non-metered - TB of Storage Capacity	4	12 mo		16.50	792.00
B83456 - Oracle Cloud Infrastructure - Object Storage Classic - Non-metered - TB of Storage Capacity	1	12 mo		15.00	180.00
B83455 - Oracle Cloud Infrastructure - Block Storage Classic - Non-metered	1	12 mo		25.00	300.00
B85643 - Oracle Cloud Infrastructure - Compute Classic - Compute Capacity - Non-metered	2	12 mo		37.50	900.00
B83456 - Oracle Cloud Infrastructure - Object Storage Classic - Non-metered - TB of Storage Capacity	1	12 mo		15.00	180.00
B83455 - Oracle Cloud Infrastructure - Block Storage Classic - Non-metered	1	12 mo		25.00	300.00
B85800 - Oracle Human Capital Management Base Cloud Service - Hosted Employee	3475	12 mo		2.14	89,175.45
B86334 - Oracle Payroll Cloud Service for United States - Hosted Employee	3475	12 mo		1.15	47,988.38
B75365 - Oracle Fusion Time and Labor Cloud Service - Hosted Named User	3475	12 mo		0.49	20,566.44
B84490 - Oracle Additional Test Environment for Oracle Fusion Cloud Service - Each	1	12 mo		1,027.50	12,330.00
Subtotal					235,712.25



Understanding Oracle Agreements

Service Descriptions

Service Specifications

Service Specifications applicable to the Cloud Services and the Consulting/Professional Services ordered may be accessed at www.oracle.com/contracts.

Understanding Oracle Agreements

ORACLE

[Overview](#) [Cloud Services](#) [Software](#) [Hardware](#) [Support](#) [Services](#) [Data](#) [Health](#) [NetSuite](#) [A-Z](#) ▼

Oracle Contracts

Our simplified contract model consists of three key elements: the agreement that spans our entire relationship with customers across all offerings, the ordering document which contains transaction-specific details, and the service policies that provide additional information on how services are delivered.



Agreement

+



Order Documents

+



Service Policy

=



Contract

An Oracle agreement explainer

[Open all](#)

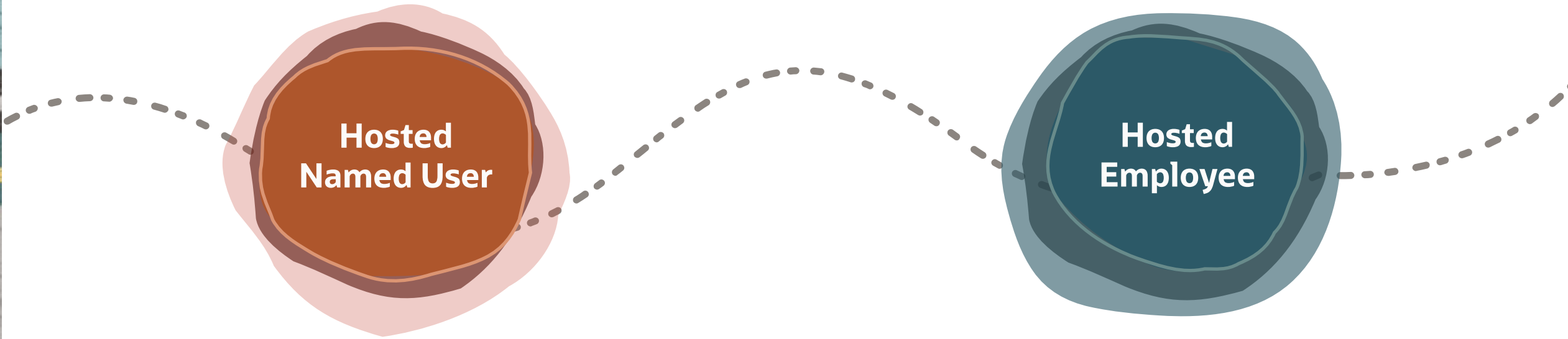
Oracle has two primary agreements used for the sale of its products and services: the Cloud Services Agreement (CSA) and the Oracle Master Agreement (OMA). Each are available as either a transactional agreement or a five-year-term agreement. To determine which agreement is best for you, check out the table below: ^

Product/service	How do you prefer to buy?	Best Oracle agreement
Cloud Services	1 transaction at a time	Cloud Services Agreement: a transactional agreement available online, the simplest way to order
Cloud Services	Many orders in the next 5 years	Cloud Services Agreement (five-year term)
Software, hardware, cloud, and related services	1 transaction at a time	Online Transactional Oracle Master Agreement: the simplest way to order
Software, hardware, cloud, and related services	Many orders in the next 5 years	Oracle Master Agreement (five-year term)



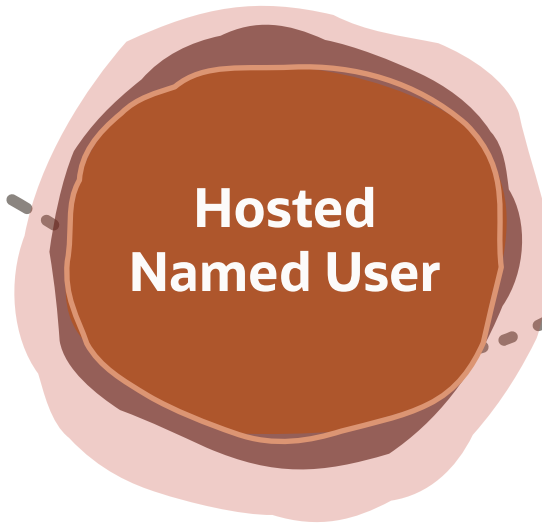
Licensing Types - Nonmetered Services

User Based Metrics

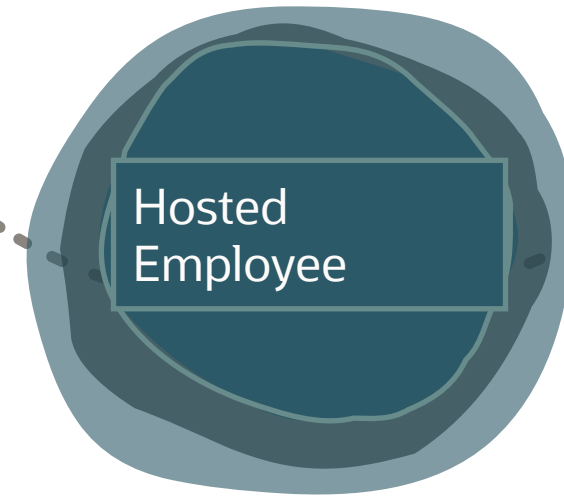


Licensing Types - Nonmetered Services

User Based Metrics



An individual authorized by you to access the hosted service, **regardless of whether the individual is actively accessing the hosted service** at any given time.



(i) All of **your full-time, part-time, temporary employees**, and;
(ii) all of your **agents, contractors and consultants** where such agents, contractors and consultants have access to, use of, or are tracked by, the programs. The quantity of the licenses required is determined by the number of **Hosted Employees** and not the actual number of users. In addition, if you elect to **outsource** any business function(s) to another company, the following must be counted for purposes of determining the number of Hosted Employees.

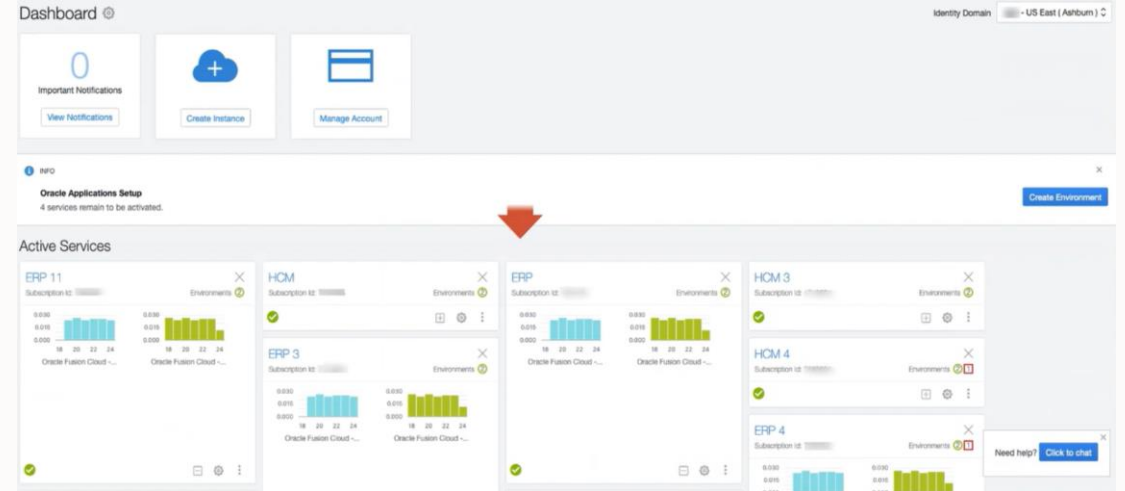


How to retrieve Usage Reports

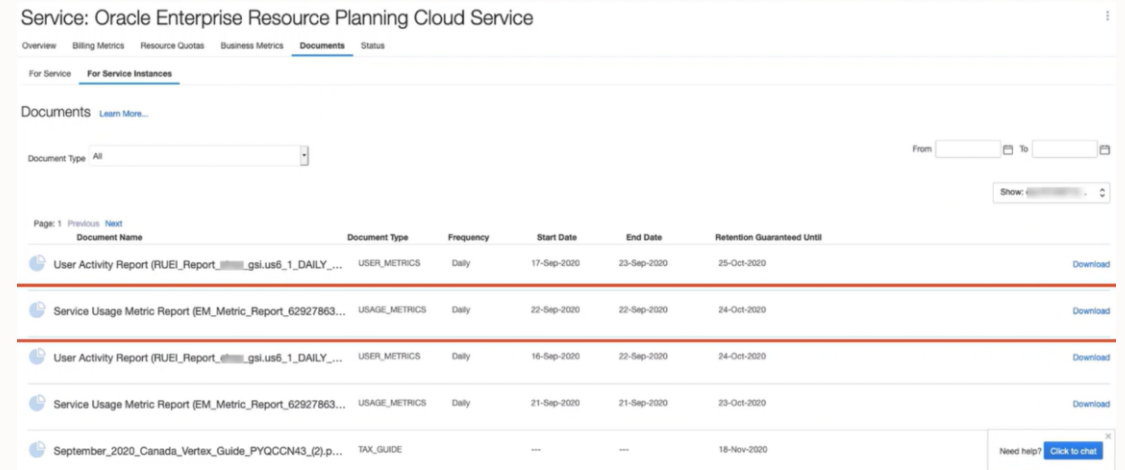
Usage reports on **Classic MyServices**:

1. Sign in to the My Services portal.
2. Click a service tile.
3. Click the **Documents** tab.
4. For usage PDFs related to Fusion Applications click the **For Service Instances** tab. Skip this step for any other usage type.
5. From the **Document Type** menu, select **USAGE_METRICS**.
6. The report can be downloaded as an Excel file (internal only) or PDF.

Steps detailed [here](#)



The screenshot shows the Oracle My Services dashboard. At the top, there are navigation buttons for 'Important Notifications', 'Create Instance', and 'Manage Account'. Below this, there's a section for 'Oracle Applications Setup' with a 'Create Environment' button. The main area displays 'Active Services' with several service tiles, each showing a bar chart of usage metrics. A red arrow points to the 'Documents' tab on one of the service tiles.



The screenshot shows the 'Documents' page for the 'Service: Oracle Enterprise Resource Planning Cloud Service'. The page has tabs for 'Overview', 'Billing Metrics', 'Resource Quotas', 'Business Metrics', 'Documents', and 'Status'. The 'Documents' tab is active, and the 'For Service Instances' sub-tab is selected. A 'Document Type' dropdown menu is set to 'All'. Below this is a table of documents with columns for 'Document Name', 'Document Type', 'Frequency', 'Start Date', 'End Date', and 'Retention Guaranteed Until'. The table lists several documents, including 'User Activity Report (RUEI_Report_...)' and 'Service Usage Metric Report (EM_Metric_Report_...)'. A 'Download' button is visible next to each document entry.

Document Name	Document Type	Frequency	Start Date	End Date	Retention Guaranteed Until
User Activity Report (RUEI_Report_...)	USER_METRICS	Daily	17-Sep-2020	23-Sep-2020	25-Oct-2020
Service Usage Metric Report (EM_Metric_Report_62927863...)	USAGE_METRICS	Daily	22-Sep-2020	22-Sep-2020	24-Oct-2020
User Activity Report (RUEI_Report_...)	USER_METRICS	Daily	16-Sep-2020	22-Sep-2020	24-Oct-2020
Service Usage Metric Report (EM_Metric_Report_62927863...)	USAGE_METRICS	Daily	21-Sep-2020	21-Sep-2020	23-Oct-2020
September_2020_Canada_Vertex_Guide_PYGCCN43_2).p...	TAX_GUIDE	---	---	---	18-Nov-2020

How to retrieve Usage Reports

Usage reports on the new Cloud Console:

Only tenancy administrators for the tenancy where the environment is located or members of a group with the correct policies can view usage reports:

1. Go to the Fusion Applications environment details page.
2. Under **Resources**, click **Subscriptions** and then click the subscription **ID** link.
3. On the **Subscriptions** detail page, under **Resources**, click **Usage**.
4. Click the usage report name to download the file.

For more information on accessing the usage reports in the Cloud Console, see [Commercial Measurement Usage Metrics](#) in the Oracle Cloud Infrastructure Documentation.

ORACLE Cloud Search resources, services, documentation, and Marketplace UK South (London)

Fusion Applications > Environment details > Subscriptions

Fusion-prod

View application Rename Move Add tags

Environment information Tags

Compartment: / (root) Version: 24A
Family: Fusion_Family Created: Fri, Oct 28, 2022, 13:48:11 EDT
Application URL: <https://fa.ocs...> Copy Next maintenance: Fri, May 17, 2024, 16:00:00 EDT View
OCID: ...imioeq Show Copy Health status: Available ⓘ
Environment type: Production Lifecycle state: Active ⓘ
System name:

Resources

- Fusion administrators
- Integrations
- Language packs
- Metrics
- Maintenance
- Networking
- Refresh
- Security
- Subscriptions**
- Work requests

Subscriptions

Name	ID
Human Capital Management (HCM)	30010804
Enterprise Resource Planning (ERP)	25343300

Showing 2 subscriptions < 1 of 1 >

Billing > Subscriptions > Oracle Fusion HCM Cloud Service

Oracle Fusion HCM Cloud Service

Subscription information [View help](#)

Subscription ID: Original start date: Jun 13, 2023 EDT Total contract value:
Type: Applications Start date: Jun 13, 2023 EDT Currency: USD
CSI number: End date: Jun 13, 2026 EDT Environment:

Resources

- Services
- Usage**

Usage

File Name	Report Date (EDT)	Size
SaaS_Service_Usage_Metrics_20230615.pdf	Jul 5, 2023	176.26 KIB

Showing 1 item < 1 of 1 > [Show all](#)

Filters [reset](#)

Report Type: All Types ⓘ

Report Date From: ⓘ

Report Date To: ⓘ



SaaS Service Usage Metrics Report

Hosted Named User

Usage* for last three full months Subscribed Quantity for last full month Percent/Delta of Usage* vs Subscription

Hosted Named User – Usage **

Part #	Service	Authorized User Quantity			Subscribed Quantity Dec	Remaining Quantity Dec	Subscription Usage Dec	Highest Use
		Oct	Nov	Dec				Jan 1 - 20
B69721	Oracle Fusion Self Service Procurement Cloud Service - Hosted Named User	3,874	3,817	3,673	100	-3,573	3,673%	3,775
B69729	Oracle Fusion Inventory Management Cloud Service - Hosted Named User	106	111	112	35	-77	320%	
B69717	Oracle Fusion Purchasing Cloud Service - Hosted Named User	61	63	62	35	-27	177%	64
B91079	Oracle Fusion Enterprise Resource Planning Cloud Service - Hosted Named User	1	1	7	44	37	16%	7
B91080	Oracle Fusion Enterprise Resource Planning for Self Service Cloud Service - Hosted Named User	0	0	11	724	713	2%	11
B91055	Oracle Fusion Order Management Cloud Service - Hosted Named User	Error*	Error*	Error*	12	Error*	Error*	7
B91057	Oracle Fusion Supply Chain Execution Cloud Service - Hosted Named User	Error*	Error*	Error*	92	Error*	Error*	
B91082	Oracle Fusion Procurement Cloud Service - Hosted Named User	<i>This Cloud Service is not currently being measured.</i>						
B91083	Oracle Fusion Procurement for Self Service Cloud Service - Hosted Named User	<i>This Cloud Service is not currently being measured.</i>						

Part /SKU #

Month to date usage*

Color coding for Overage

Data errors will be fixed

Parts that will be measured in the future

*Usage figures are High Watermarks

**Tables for «Hosted Employee» and «Records» metrics use the same column layout.



SaaS Service Usage Metrics Report

Hosted Named User – Unexpected Usage part 1

Unexpected Usage:
Some roles & privileges
have been configured that
trigger the usage of
unsubscribed services

Hosted Named User – Unexpected Usage

This table displays the number of Hosted Named Users authorized to access each of the listed services, even though there are no associated active subscriptions. Hosted Named Users are counted as documented in the Fusion Applications Service Descriptions.

Part #	Service	Authorized User Quantity			Highest Use
		Dec	Jan	Feb	Mar 1 - 10
B73364	Oracle Fusion Workforce Reputation Management Cloud Service - Hosted Named User	205	208	205	205
B78901	Oracle Fusion Time and Labor for Projects Cloud Service - Hosted Named User	1,324	1,271	1,287	1,277
B78970	Oracle Fusion Innovation Management Ideation Cloud Service - Hosted Named User	1,153	1,098	1,117	1,107
B91056	Oracle Fusion Product Management Cloud Service - Hosted Named User	-	-	1,131	1,121
B91058	Oracle Fusion Supply Chain Management Limited Cloud Service - Hosted Named User	-	-	1,117	1,107
B91060	Oracle Fusion Demand Management Cloud Service - Hosted Named User	-	-	-	1,121
B91080	Oracle Fusion Enterprise Resource Planning for Self Service Cloud Service - Hosted Named User	1,325	1,272	1,288	1,278

Part /SKU #



Month to date usage



This table number of Hosted Named Users authorized to access each of the listed services, even though there are no associated active subscriptions.

Usage* for last three full months



SaaS Service Usage Metrics Report

Hosted Named User – Unexpected Usage part 2

Hosted Named User – Shared Measurement Unexpected Usage

This table shows unexpected usage which is associated with a set of possible part numbers.

Possible Services	Authorized User Quantity			Highest Use
	Oct	Nov	Dec	Jan 1 - 18
B85214 Oracle Customer Data Management Cloud Service - Hosted Named User	3	3	3	3
B91434 Oracle Fusion Customer Data Management Cloud Service - Hosted Named User				
B85242 Oracle Fusion Learning Cloud Service - Hosted Named User	1	1	1	1
B88372 Oracle Learning Cloud For Midsize Cloud Service - Hosted Named User				
B67293 Oracle Fusion Performance Management Cloud Service - Hosted Named User	5	4	4	4
B83868 Oracle Human Capital Management Performance Management Cloud for Midsize Cloud Service - Hosted Named User				
B85795 Oracle Human Capital Management Performance Management for Midsize Cloud - Hosted Named User				
B75365 Oracle Fusion Time and Labor Cloud Service - Hosted Named User	1	1	1	1
B85790 Oracle Time & Labor for Midsize Cloud Service- Hosted Named User				
B81291 Oracle Fusion Career Development Cloud Service - Hosted Named User	1	1	1	1
B85797 Oracle Human Capital Management Career Development for Midsize Cloud Service - Hosted Named User				
B88341 Oracle Fusion Talent Management for Coexistence Cloud Service - Hosted Named User	5	4	4	4
B91066 Oracle Fusion Talent Management and Workforce Compensation Cloud Service - Hosted Named User				
B94925 Oracle Fusion Talent Management Cloud Service - Hosted Named User				

POSSIBLE Part /SKU # →

← Month to date usage

This table shows unexpected usage which is associated with a set of **possible** part numbers

↑ Usage* for last three full months

Unexpected Usage:
Some roles & privileges have been configured that trigger the usage of unsubscribed services



SaaS Service Usage Metrics Report

Hosted Employee

This table shows the count of every Person, regardless of Person Type, with at least one assignment tracked in your Fusion cloud service during the month reported. This includes Employees, Agents, Contractors, and Consultants. Each person is counted just once. Note that because the metric does not identify Employees who are not tracked by your Fusion cloud service, it will not completely reflect your usage of your Hosted Employee entitlement if you exclude some of your Employees from being tracked in Fusion. This is because the standard metric, Hosted Employee, applies to your total Employee count, not just those tracked in your Fusion cloud service. Hosted Employees are counted as documented in the Fusion Service Descriptions. "Subscribed Quantity" is the quantity you have purchased for the corresponding Cloud Service and is current as of the last successful data collection date.

Hosted Employee – Usage

The following services have been subscribed to on a Hosted Employee basis.

Part #	Service	Hosted Employee Quantity			Subscribed Quantity Jul	Remaining Quantity Jul	Subscription Usage Jul	Count as of
		May	Jun	Jul				Aug 21
B87388	Oracle Fusion Human Resource Help Desk Cloud Service - Hosted Employee	13,264	13,161	13,197	4,200	-8,997	314%	13,235
B87675	Oracle Fusion Recruiting Cloud Service - Hosted Employee	13,264	13,161	13,197	4,200	-8,997	314%	13,235
B85800	Oracle Fusion Human Capital Management Base Cloud Service - Hosted Employee	13,264	13,161	13,197	14,179	982	93.07%	13,235
B86336	Oracle Fusion Payroll Cloud Service for United Kingdom - Hosted Employee	<i>This Cloud Service is not currently being measured.</i>						



Usage Drill Through Report

Enables customers to access the raw data as well as provides pivot tables and guidance on how to investigate commercial usage.

The report details which users are consuming licenses and allows you to see the specific users and their assigned roles and privileges that impact license consumption.

EXPLORE SERVICE USER COUNTS BY USERNAME

1 Choose a Service to Explore

Services marked with > show usage above your subscribed quantity.

Services marked with ** show usage without an active subscription.

Service
** B69721 Oracle Fusion Self Service Procurement Cloud Service - Hosted Named User
** B81264 Oracle Fusion Order Management User Cloud Service - Hosted Named User
** B81266 Oracle Fusion Global Order Promising User Cloud Service - Hosted Named User
** B87862 Oracle Fusion Supply Chain Collaboration Cloud Service - Hosted Named User
** B90142 Oracle Fusion Public Sector Community Development Cloud Service - Hosted N...

2 Subscription Usage Summary

Service	Summary Report User Count May	Subscribed Quantity May	Remaining Quantity May	Subscribed Usage May
All	Please select	a service in	section 1	above.

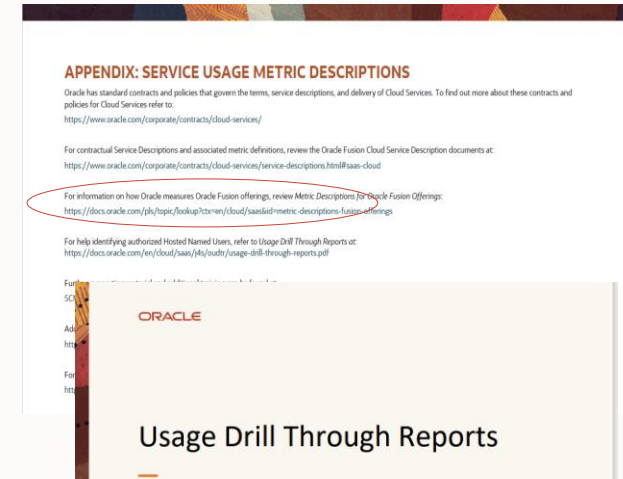
3 Usernames and Count of Roles

Double-click any Role count number to open a new sheet detailing that user.

Usernames are in bold.

Expand a Username to see the Roles and Privileges that cause this user to be counted for this service.

Usernames	Count of Roles
408299	2
12230286	5
48078647	1
50199041	2
62532883	17
79385150	5
88942865	7
99477560	3
126745930	2
168425626	28
169286490	1
224005187	13



Same information included in the SaaS Usage Metrics Report

Organized in Pivot Tables

Good for SUM analysis as well

 [Learn More](#)



Q&A



Managing Your SaaS Service Usage Metrics

Recommendations

Check your Ordering Documents and understand what Subscriptions you have

Check the **Service Descriptions Documents** to see what is included in your subscription

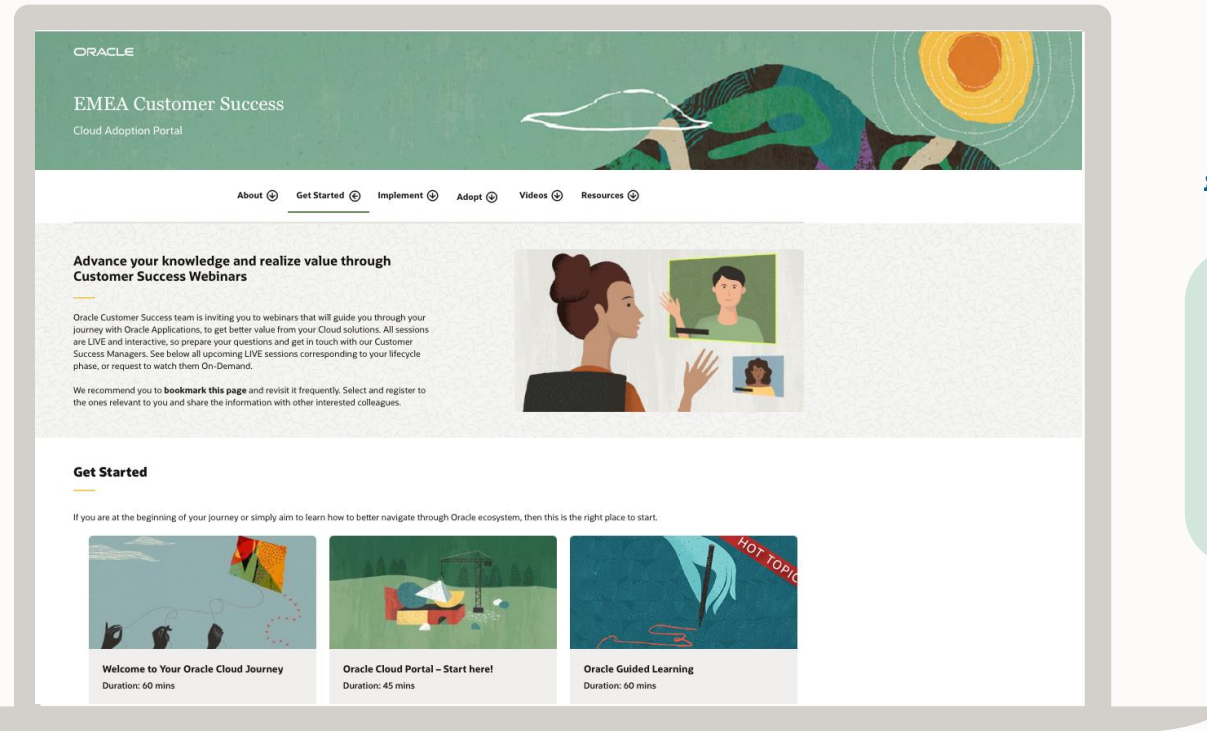
Check your [Cloud SaaS Metrics Report](#) at least once a month

Follow a **“less is more”** approach when assigning roles and privileges to your users

Oracle University free Training - [Manage Users & Usage](#)

For **questions** around your license metrics or usage:
saas-subscription-support_ww@oracle.com

EMEA Customer Success – CLOUD ADOPTION PORTAL



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- other valuable resources.





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Thank you

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