

ORACLE

Finding Your SaaS Service Usage

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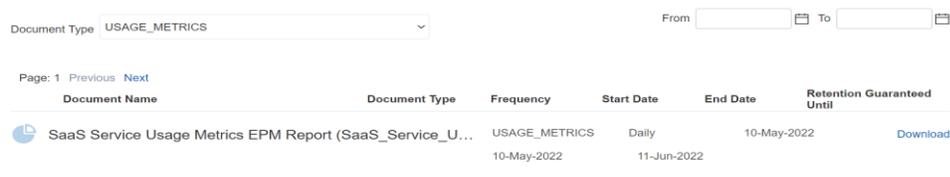
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How to find your SaaS service usage

Your usage data is included in the SaaS Service Usage Metrics Report, which shows you what you bought, how much you bought, and how much you've used in the last three months.

You can download the report from the Oracle Cloud Applications Console Documents page.

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. For any other usage type see step 5.
5. From the **Document Type** menu, select **USAGE_METRICS**.
6. The most recent usage report displays at the top of the list.



The screenshot shows a web interface for document management. At the top, there is a search bar with 'Document Type' set to 'USAGE_METRICS' and a date range selector with 'From' and 'To' fields. Below the search bar, there are navigation links: 'Page: 1', 'Previous', and 'Next'. The main content is a table with the following columns: Document Name, Document Type, Frequency, Start Date, End Date, Retention Guaranteed Until, and a Download link. The table contains one row with the following data:

Document Name	Document Type	Frequency	Start Date	End Date	Retention Guaranteed Until	
SaaS Service Usage Metrics EPM Report (SaaS_Service_U...)	USAGE_METRICS	Daily	10-May-2022	11-Jun-2022		Download

7. Scroll to the right and click **Download** to get the PDF.

How to get help with the SaaS Service Usage Metrics Report

Please contact SaaS-Subscription-Support_ww@oracle.com if you have any questions about the data shown in the report.

How to read the SaaS Service Usage Metrics Report

The report provides a snapshot of your current usage compared to your contractual entitlement. It also describes some best practices when managing your subscriptions.

Usage metrics are organized into tables for four licensing metrics:

- Hosted Named User
- Hosted Employee
- Records
- Hosted Environment

For each licensing metric, the tables show how you're using:

- What you've purchased
- What you haven't purchased – your unexpected usage

Here's what's included in each table.

Hosted Named User – Usage

The Hosted Named Users – Usage table shows the number of users who can access each subscribed service compared to the quantity purchased.

Part #	Service Application Instance	Authorized User Quantity			Subscribed Quantity May	Remaining Quantity May	Subscription Usage May	Highest Use Jun 1 – 14
		Mar	Apr	May				
B73946	Oracle Planning and Budgeting Cloud Services – Hosted Named User A [REDACTED].PLANNING9	175	176	176	30	-148	593%	176
B73946	Oracle Planning and Budgeting Cloud Service – Hosted Named User A [REDACTED].PLANNING2	144	146	146	30	-116	487%	146
B85802	Oracle Financial Consolidation and Close Cloud Service – Hosted Named User A [REDACTED].PLANNING Ends March 11, 2021	101	101	102	150	48	68%	79
B91073	Oracle Enterprise Performance Management Standard Cloud Service - Hosted Named User [REDACTED]	-	-	Error*	10	Error*	Error*	1
B86759	Oracle Financial Statement Planning - Hosted Named User A [REDACTED].EPM18	This Cloud Service is not currently being measured.			1			

The SKUs and names of the services purchased (points to Service Application Instance)

Quantity used in respective months (points to Authorized User Quantity columns)

The quantity purchased (points to Subscribed Quantity May)

(Subscribed Quantity minus Authorized User Quantity) for the most recent full month (points to Remaining Quantity May)

(Authorized User Quantity / Subscribed Quantity)*100 for the most recent full month (points to Subscription Usage May)

Highest Authorized User Quantity for the current month (points to Highest Use Jun 1 – 14)

Instance Name (points to Service Application Instance)

More users authorized than you are contractually entitled to (points to Remaining Quantity May and Subscription Usage May)

The quantity available to be authorized (points to Highest Use Jun 1 – 14)

The service was not part of an active subscription for the given month. (points to Mar and Apr columns for B91073)

Metrics not available as the service was not being measured at the time of report generation (points to Error* in May for B91073)

An error occurred retrieving or calculating this value. Please contact support for further assistance (points to Error* in Remaining Quantity and Subscription Usage for B91073)

Hosted Named User – Unexpected Usage

The Hosted Named User – Unexpected Usage table shows the number of Hosted Named Users authorized to access each of the listed services, even though there are no associated active subscriptions.

The SKUs and names of the services authorized but not purchased

Quantity used in respective months

Part #	Service Application Instance	Authorized User Quantity			
		Mar	Apr	May	Highest Use Jun 1 – 14
B86152	Oracle Profitability and Cost Management Cloud Service - Hosted Named User A: [REDACTED]	28	27	27	26
B91074	Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Named User A: [REDACTED] <i>Ended April 18, 2021</i>	-	8,948	8,931	8,942

Instance Name

Highest Authorized User Quantity for the current month

Detailed Usage

The Detailed Usage table shows detailed explanation for the usage against Hosted Named Users, which may exist in multiple environments but are only counted once. (Base SKU)

Detailed Usage

This service (B91073 Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Named User) is measured by the quantity of Hosted Named Users. Hosted Named Users may exist on multiple environments but are only counted once. These additional Hosted Environments are created by Part Number B91076. The count of unique Hosted Named Users among the environments is totaled together as the measurement for the main, parent Part Number B91073. Gross User Quantity is the count of Hosted Named Users on that Application Instance, ignoring uniqueness. Unique User Quantity is the count of unique Hosted Named Users on that Application Instance, ensuring that Hosted Named Users are only counted once even if they exist on multiple Application Instances.

Part #	Service Application Instance	Gross User Quantity May	Unique User Quantity May
B91073	Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Named User A [REDACTED].EPM1	2,275	2,275
B91076	Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment A [REDACTED].EPM4	4,893	4,003
B91076	Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment A [REDACTED].EPM5	3,789	0
B91076	Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment A [REDACTED].EPM6	4,206	2,696
B91076	Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment A [REDACTED].EPM7	0	0
<i>Total Hosted Named Users:</i>			8,974

Annotations:

- Base SKU: Points to the B91073 row.
- Additional Provisioned Environments: Points to the B91076 rows.
- Count of Authorized Users on environments. (Uniqueness ignored): Points to the Gross User Quantity column.
- Count of Unique Authorized Users on environments: Points to the Unique User Quantity column.
- Sum of unique authorized users on all environments: Points to the Total Hosted Named Users value.

Records – Usage

The Records Usage table shows the monthly quantity of records stored for services compared to the quantity purchased. Records quantity is measured per 1,000 records for many Cloud services.

The SKUs and names of the services purchased

The number of records stored (month wise)

The quantity you were entitled to use in the last month

(Subscribed Quantity minus Remaining Quantity) for the last full month

(Records / Subscribed Quantity)*100 for the last full month

Part #	Service Application Instance	Records			Subscribed Quantity Apr	Remaining Quantity Apr	Subscription Usage Apr	Count as of
		Feb	Mar	Apr				May 08
B91920	Oracle Enterprise Data Management (EDM) Cloud Service - Hosted 1,000 Records A [REDACTED] EPM	6.46	6.46	6.46	5	-1.46	129%	6.46

Instance Name

More records stored than you are contractually entitled to

Records stored in the current month

Records – Unexpected Usage

The Records Unexpected Usage table shows the monthly aggregate quantity of the relevant record type for each Cloud Service, even though there are no associated active subscriptions. Records quantity is measured per 1,000 records for many Cloud services.

The SKUs and names of the services using but have not purchased

The number of records stored

Records stored in the current month

Part #	Service Application Instance	Records			Count as of
		Feb	Mar	Apr	May 08
B91920	Oracle Enterprise Data Management (EDM) Cloud Service - Hosted 1,000 Records A [REDACTED] EPM43 Ended April 29, 2022	-	-	5.832	5.832

Instance Name

- (dash) = There was no unexpected usage for the given month.

Unexpected usage not observed during these months

Hosted Environment - Usage

This table shows the count of Hosted Environments. See the Fusion Service Descriptions for details about how Hosted Environments are measured.

Hosted Environment SKU and Subscribed Service

Number of provisioned environments

Number of environments you were entitled to provision during the last month

No of entitled environments not provisioned during the last month

Hosted Environment – Usage

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

Part #	Service Application Instance(s)	Hosted Environment Quantity			Subscribed Quantity Apr	Remaining Quantity Apr	Subscription Usage Apr	Count as of May 07
		Feb	Mar	Apr				
B91077	Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment A █████ EPM5 A █████ EPM7 A █████ EPM8 A █████ EPM11	4	4	4	9	5	44.44%	4

List of all the provisioned environments for this Hosted Environment SKU during the last month

(Number of provisioned environments / Number of environments you were entitled to provision)*100 for last month

Number of environments provisioned in the

References

Metric Descriptions for Oracle Fusion Offerings:

<https://docs.oracle.com/en/cloud/saas/j4s/famet/metric-descriptions-fusion-offerings.pdf>