

MICROSOFT LICENSE TRACKING AND MANAGEMENT

PROOF OF LICENSE

Volume Licensed Software

- eOpen or Microsoft Volume License Services (MVLS) site records. This reference card outlines the resources available to help you track Microsoft licenses.

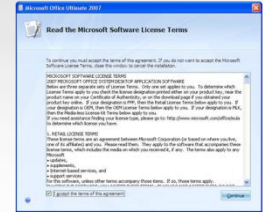
OEM and Full Package Product

- Paper Retail Software License Terms (previously EULA)
- Certificate of Authenticity (COA)
- Original media and manuals (if applicable)
- Your purchase invoice and/or receipt

COAs



Retail Software License Terms

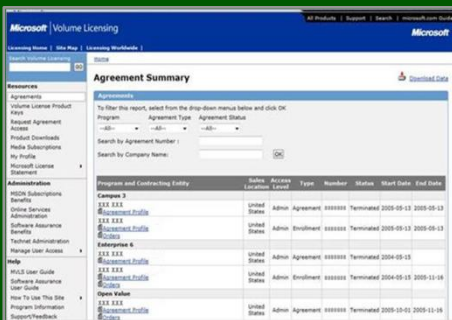
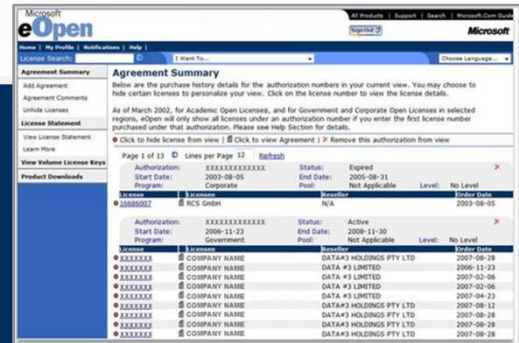


MICROSOFT CUSTOMER LICENSE MANAGEMENT TOOLS

eOpen

For Open Business customers, license documentation is available online on the eOpen site at: <https://eopen.microsoft.com>

- Create personalized views of Open License purchase history
- Review license agreement and product use rights
- Update license contact information
- Download software
- Access Volume License Product Keys



MICROSOFT VOLUME LICENSE SERVICES (MVLS)

Microsoft Volume License Services is an online tool available at: <https://licensing.microsoft.com/eLicense/L1033/Default.asp>

MVLS enables customers to manage their licenses for Open Value, Select, and Enterprise Agreements.

- View license purchases to date
- Access Volume License Product Keys
- Activate and manage Software Assurance benefits
- Download software
- Manage access rights

MICROSOFT LICENSE STATEMENT (MLS)

The Microsoft License Statement is a comprehensive, easy-to-read overview of your organization's Microsoft Volume License software assets. View it here: www.microsoft.com/licensing/servicecenter

- Available to all Volume License customers
- Overview of a company's software assets
- Shows net license position
- Downloadable to Microsoft® Office Excel®

SOFTWARE ASSET MANAGEMENT (SAM)

Software Asset Management is a set of processes by which companies go about acquiring, tracking, maintaining, and managing their software assets. A good SAM program encompasses 80% processes and 20% tools.

- Specialized SAM tools and Certified Partners – <http://www.microsoft.com/resources/sam/samtools.msp>
- Microsoft Software Inventory Analyzer (MSIA) – a free tool to generate an inventory of core Microsoft products
- SAM Return on Investment (ROI) Assessment – evaluate your company's current SAM implementation

For more information visit www.learnlicensing.com

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