



How to access your  
renewals on the  
**Dicker Data Portal**

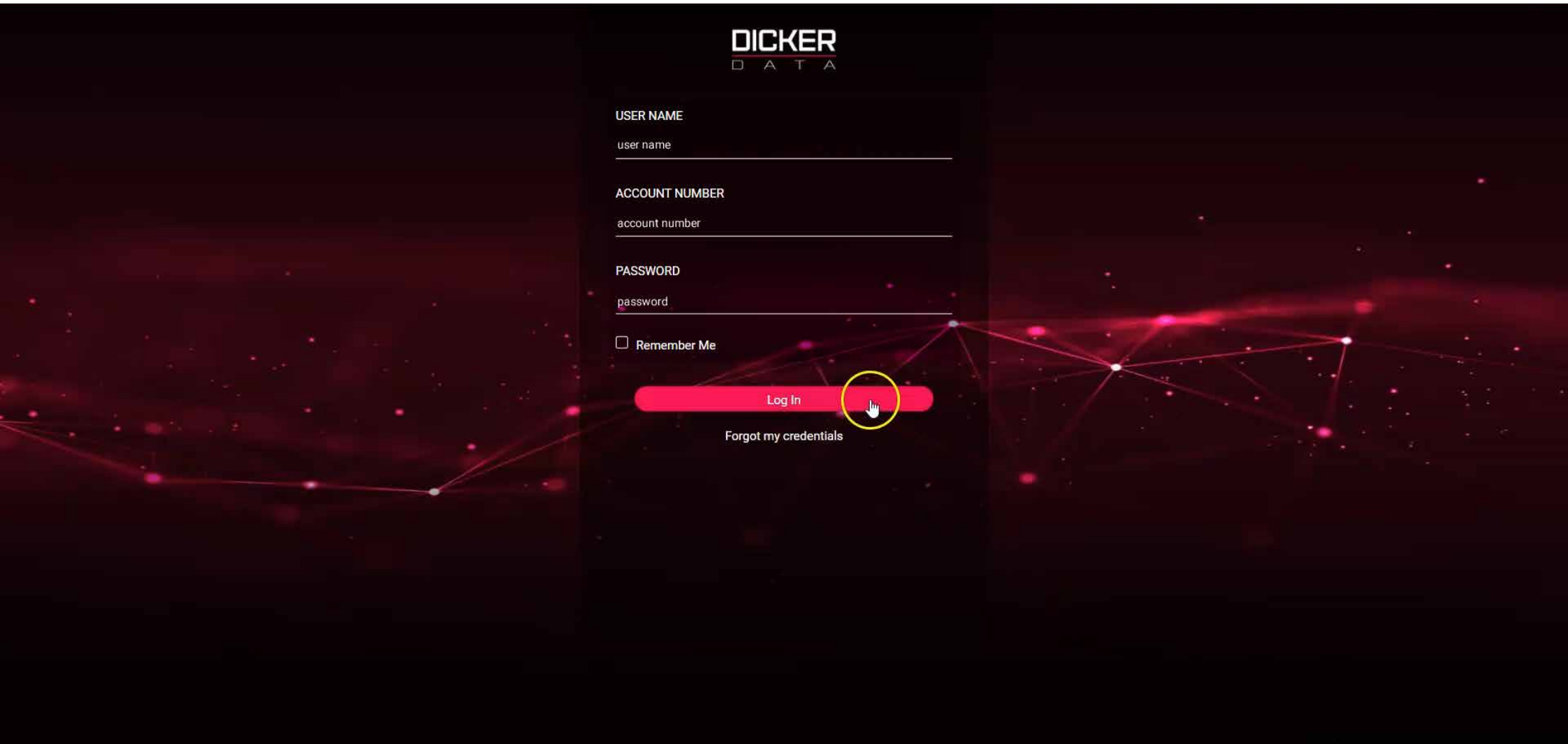
---

# Step 1

---

Log into your account on the Dicker Data Portal

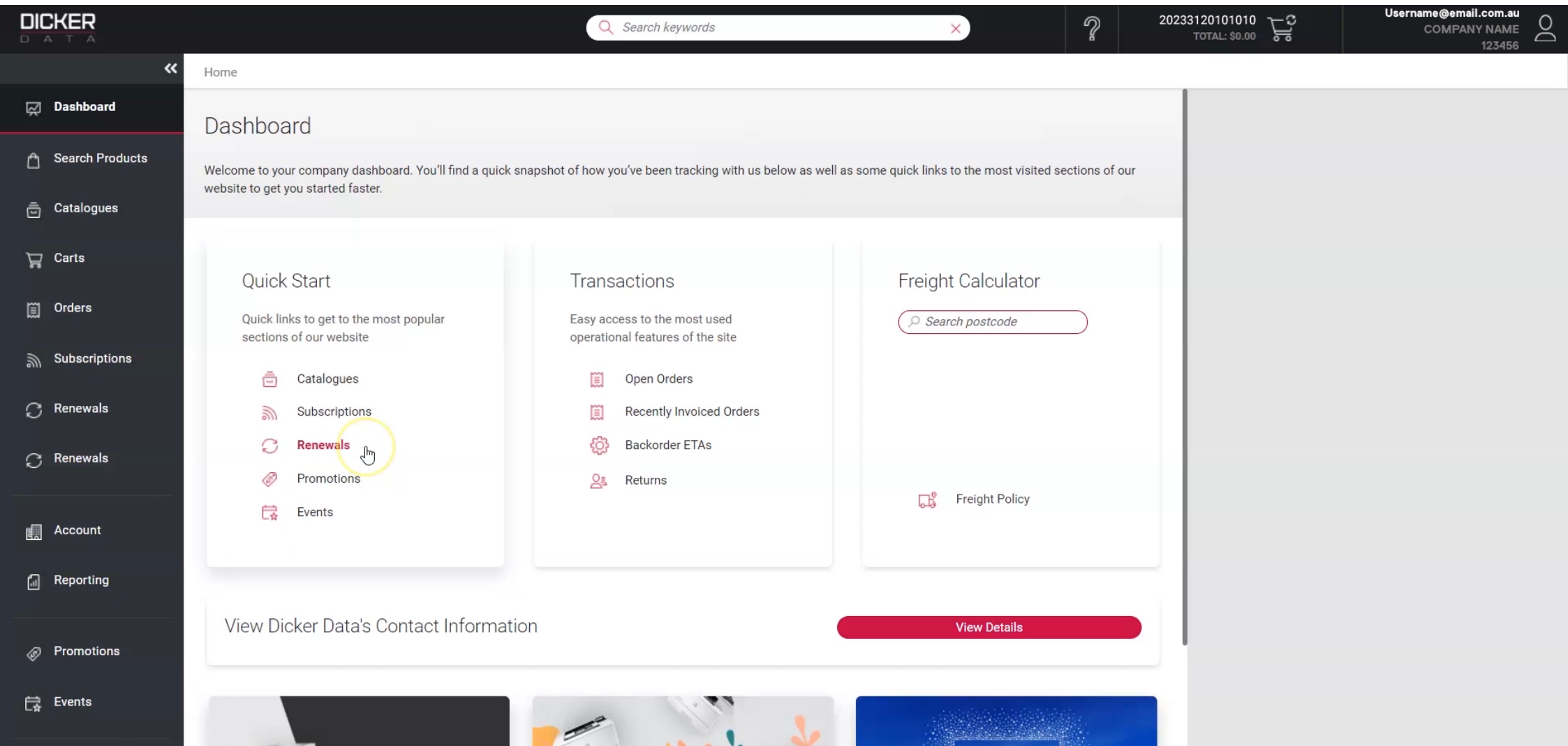
<https://portal.dickerdata.com.au/home>



# Step 2

View all your renewals by visiting the Renewals page.

This can be accessed in the main dashboard or the left menu



# Step 3

Select the vendor to view current or upcoming renewals

The screenshot displays the DICKER DATA web application interface. The top navigation bar includes the DICKER DATA logo, a search bar with the text "Search keywords", a help icon, a user ID "20233120101010", a total amount "TOTAL: \$0.00", and a shopping cart icon. The user profile information shows "Username@email.com.au" and "COMPANY NAME 123456".

The left sidebar contains navigation links for Dashboard, Search Products, Catalogues, Carts, Orders, Subscriptions, Renewals, and Account. The "Renewals" link is highlighted.

The main content area shows the "Renewals-New" section. It features a filter for "August 2020" and a table of renewals. The table is filtered by the vendor "CISCO". The table columns are Vendor, End User Name, Expiry Date, Amount(Ex), and Status. Each row includes a "Manage" button.

VENDOR	END USER NAME	EXPIRY DATE	AMOUNT(Ex)	STATUS	
CISCO	BABCOCK OFFSHORE SERVICES	01-AUG-2020	\$215.42	OPEN	Manage
CISCO	WALTER KIESS	01-AUG-2020	\$63.30	OPEN	Manage
CISCO	ANGLICARE SWKDCLWJFAWNHJ	01-AUG-2020	\$6,239.71	WAIT	Manage
CISCO	ROYAL FLYING DOCTOR CENTRAL OPERATIONS	01-AUG-2020	\$500.00	OPEN	Manage
CISCO	ANGLICARE	01-AUG-2020	\$4,486.10	OPEN	Manage
CISCO	ANGLICARE	01-AUG-2020	\$1,443.52	OPEN	Manage
CISCO	MICRO-X TEST COMMENT	01-AUG-2020	\$500.00	WAIT	Manage

# Step 4

Click **Manage** for details on an individual renewal.

The screenshot shows the DICKER DATA web application interface. The top navigation bar includes the DICKER DATA logo, a search bar with the text "Search keywords", a help icon, a user ID "20233120101010" with a shopping cart icon and "TOTAL: \$0.00", and a user profile section with "Username@email.com.au", "COMPANY NAME", and "123456".

The left sidebar contains a navigation menu with the following items: Dashboard, Search Products, Catalogues, Carts, Orders, Subscriptions, Renewals (highlighted), Account, Reporting, Promotions, and Events.

The main content area is titled "Home > Renewals-New" and is divided into sections for "Current Renewals", "Upcoming Renewals", and "Expired Renewals". The "Current Renewals" section is selected, showing a filter for "August 2020". Below the filter, there are options to "Select Vendor" (currently set to "CISCO") and "Select Status".

The main table displays the following data:

VENDOR	END USER NAME	EXPIRY DATE	AMOUNT(Ex)	STATUS	Manage
CISCO	BABCOCK OFFSHORE SERVICES	01-AUG-2020	\$215.42	OPEN	Manage
CISCO	WALTER KIESS	01-AUG-2020	\$63.30	OPEN	Manage
CISCO	ANGLICARE SWKDCLWJFAWNHJ	01-AUG-2020	\$6,239.71	WAIT	Manage
CISCO	ROYAL FLYING DOCTOR CENTRAL OPERATIONS	01-AUG-2020	\$500.00	OPEN	Manage
CISCO	ANGLICARE	01-AUG-2020	\$4,486.10	OPEN	Manage
CISCO	ANGLICARE	01-AUG-2020	\$1,443.52	OPEN	Manage
CISCO	MICRO-X TEST COMMENT	01-AUG-2020	\$500.00	WAIT	Manage

# Step 5

You have the option to manage your own dashboard by changing a status on each renewal

The screenshot displays the 'Renewals-New' interface. On the left is a navigation sidebar with options: Dashboard, Search Products, Catalogues, Carts, Orders, Subscriptions, Renewals (highlighted), Renewals, Account, Reporting, Promotions, and Events. The main content area shows a list of renewals for August 2020, with a 'Filter' button. The selected renewal is for 'WALTER KIESS' from 'CISCO | SMARTNET'. The 'RENEWAL MANAGEMENT' section shows the current status as 'OPEN' and a dropdown menu with options: LOST, OPEN (highlighted with a yellow circle and a hand cursor), OPTOUT, WAIT, and WON. A text box for 'COMMENTS' contains the instruction: 'Use this space to add a status and comments to this renewal opportunity so you can keep track of your renewal pipeline.' Below this is an 'Update' button. At the bottom, a table lists items with columns: STOCK CODE, DESCRIPTION, QTY, PRICE, and EXTENDED PRICE. The table contains one row: CON-SNT-C887VAWA, Cisco 887VA VDSL2/ADSL2+ over POTS W/ 802.11n FCC Comp, 1, 63.30, 63.30. The total price is shown as 'TOTAL (Ex GST) - \$63.30'.

Home > Renewals-New > Renewal-Details

August 2020

Filter

BABCOCK OFFSHORE SERVICES  
CISCO | SMARTNET

**WALTER KIESS**  
CISCO | SMARTNET

ANGLICARE  
CISCO | SMARTNET

ROYAL FLYING DOCTOR CENTRAL ...  
CISCO | SMARTNET

ANGLICARE  
CISCO | SMARTNET

ANGLICARE  
CISCO | SMARTNET

MICRO-X  
CISCO | SMARTNET

BABCOCK MISSION CRITICAL SERV...  
CISCO | SMARTNET

VENDOR: CISCO  
PROGRAM: SMARTNET  
EXPIRY DATE: 01-AUG-2020  
END USER: WALTER KIESS  
OPPORTUNITY ID:

**RENEWAL MANAGEMENT**

STATUS: **OPEN** (dropdown menu: LOST, OPEN, OPTOUT, WAIT, WON)

COMMENTS: Use this space to add a status and comments to this renewal opportunity so you can keep track of your renewal pipeline.

Update

TOTAL (Ex GST) - \$63.30

STOCK CODE	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
CON-SNT-C887VAWA	Cisco 887VA VDSL2/ADSL2+ over POTS W/ 802.11n FCC Comp Serial: FJC1945E5FD	1	63.30	63.30



# Step 6

To purchase the renewal, click on **Purchase**.

This will place a sales order ready to be picked up by our Annuity Team.

The screenshot displays the DICKER DATA Renewal Management interface. The top navigation bar includes the DICKER DATA logo, a search bar, a help icon, a user ID (20233120101010), a shopping cart icon, and a user profile section with the email Username@email.com.au and company name 123456.

The main content area is titled "Renewal-Details" and shows a list of renewals for August 2020. The selected renewal is for "WALTER KIESS" (CISCO | SMARTNET). The "RENEWAL MANAGEMENT" section shows the status as "OPEN" and a "Comments" field with the text: "Use this space to add a status and comments to this renewal opportunity so you can keep track of your renewal pipeline." An "Update" button is visible below the comments field.

The "OPTION 1 - EXPIRED RENEWAL PROMO OFFER" section shows a table with the following data:

STOCK CODE	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
CON-SNT-C887VAWA	Cisco 887VA VDSL2/ADSL2+ over POTS W/ 802.11n FCC Comp Serial: FJC1945E5FD	1	63.30	63.30
<b>TOTAL (Ex GST) - \$63.30</b>				

A "Purchase" button is highlighted at the bottom of the table.

# Contact

Speak to your Dicker Data AM/BDM for more details



Avi Efron

New South Wales, ACT  
0422 957 565

[Avi.Efron@DickerData.com.au](mailto:Avi.Efron@DickerData.com.au)



Dapinder Singh

Victoria  
0457 669 239

[Dapinder.Singh@DickerData.com.au](mailto:Dapinder.Singh@DickerData.com.au)



Darren Jones

Victoria  
0437 775 922

[Darren.Jones@DickerData.com.au](mailto:Darren.Jones@DickerData.com.au)



Johan Du Toit

Western Australia, South Australia  
0429 296 868

[Johan.Dutoit@DickerData.com.au](mailto:Johan.Dutoit@DickerData.com.au)



Sean Branagan

Queensland, Northern Territory, PNG  
0404 083 508

[Sean.Branagan@DickerData.com.au](mailto:Sean.Branagan@DickerData.com.au)



Furqan Naeem

SMB Program Manager (AU)  
0414 147 482

[Furqan.Naeem@DickerData.com.au](mailto:Furqan.Naeem@DickerData.com.au)



Michele Thompson

Cisco CX Specialist (AU)  
0419 283 994

[Michele.Thompson@DickerData.com.au](mailto:Michele.Thompson@DickerData.com.au)



Meenakshi Jaglan

CISCO Refresh (AU)  
0452 669 239

[Meenakshi.Jaglan@DickerData.com.au](mailto:Meenakshi.Jaglan@DickerData.com.au)



Kelvin Tse

Solutions Architect – Cisco  
0421 203 482

[Kelvin.Tse@DickerData.com.au](mailto:Kelvin.Tse@DickerData.com.au)