

VERIZON RAW DATA DOWNLOAD INSTRUCTIONS

1. Login into your account online <https://sso.verizonenterprise.com/amserver/sso/login.go>
2. Click on “Manage Account” and select “Reports” from the menu

Location: Choose Location Cart Empty Notifications Intratrem Intratrem

verizon Manage Account Support Search

Wireless & Mobility

Billing	Orders	Service	Product Tools
View Invoices	Create Order	Manage Billing Accounts	Machine to Machine Management Center
Make A One Time Payment	View Orders	Manage Wireless Numbers	Network Event Notification
Manage Payment Methods	Purchase Package	Bulk Account Maintenance	View all
Reports	Browse Products	Wireless Transaction History	
		Manage Software	

Orders Notifications 1

Purchase Device & Service

3. Click on “Show More”

Landing page > Wireless reports

Wireless reports

Charges reports

- [Additional charges](#)
Details monthly access, equipment charges, service & feature charges and taxes.
- [Airtime charges detail](#)
Details call usage and charges.
- [Airtime charges summary](#)
A summary of all your charges including taxes, services & features, access, airtime, etc.
- [Analyze phone charges](#)
Detail view of charges and calls.
- [Analyze roaming charges](#)
Detail view of roaming calls.

Usage reports

- [Account unbilled usage](#)
Current unbilled usage for the account.
- [Billed data details](#)
Data session details for multiple wireless numbers displayed simultaneously.
- [Billed messaging details](#)
Message details for multiple wireless numbers displayed simultaneously.
- [Call summary](#)
Summary of voice usage and charges for each wireless number.
- [Data summary](#)
Summary of data, messaging, and purchase charges for each wireless number.

Other reports

- [Active features](#)
List of all features currently on your lines of service.
- [Billing structure](#)
Your company's My Business users, and their access within the portal structures.
- [Business account analysis](#)
View a summary of your company's discounts and the amount of money saved, upgrade status, and overage charges.
- [Company users](#)
Your company's My Business users, and their permissions within the portal.
- [Customer invoice management](#)
A report with your own defined hierarchy.

Structures

Structures allows you to organize accounts based on the way your company is set up, for example, by department, cost center, or geography.

[Go to structures](#)

Recent reports

- [Account unbilled usage](#)
- [Billed messaging details](#)
- [Device](#)
- [Suspended wireless number](#)

My scheduled reports

[View all scheduled reports >](#)

Show More

4. Select "Raw Data Download"

<p>usage by wireless number.</p> <p>Longest calls The longest duration billed calls.</p> <p>Monthly usage Usage and charges for each wireless number, along with a grand total.</p> <p>Share plan analysis A summary of all your account share charges (including the lines associated to the share plan) taxes, services & features, access, airtime, etc.</p> <p>Summary usage Summarizes usage by wireless number.</p> <p>Top 20 out of network - request To receive future Top 20 out of network reports click this link</p> <p>Total data share A summary of your company's data share allowance, usage, overage, allocation and charges.</p>	<p>devices and upgrade eligibility data.</p> <p>Friends & family calling lists Phone numbers that can be called as part of the friends & family program.</p> <p>Global summary Comprehensive view of all charges for a selected billing period.</p> <p>Memo bill Charges and usage detail for one specific wireless number.</p> <p>Memo bill distribution status Indicates if memo bill distribution was successful or not.</p> <p>Raw data download Holistic report containing all monthly statement data.</p> <p>Suspended wireless number Wireless numbers currently suspended.</p> <p>Termination fee and upgrade waiver Termination fee and upgrade waiver report.</p> <p>View structure View the account numbers and wireless numbers in a selected structure.</p>
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[Show Less](#)

5. Select the period and "Download"

Local

verizon Manage Account Support

Landing page > Wireless reports > Raw data download (RDD)

Raw data download (RDD)


Structure: Default; Position. —

Select period

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Download > Cancel

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6. Save the Zip file.