How can I rename my Cisco License On-Prem (CLP) Account, in Cisco License Central (CLC)?

Introduction

This document provides a step-by-step guide for viewing and renaming Cisco License On-Prem (CLP) accounts associated with a Smart Account in Cisco License Central (CLC).

Video

The purpose of this content is to share information for educational and/or informational use. You may choose to watch the video or read the content below-both provide the same material, so feel free to engage with whichever format you prefer.

Prerequisites

Before you start, ensure that you have the following:

- An active Cisco.com account.
- An Access to Smart Account which is associated with the CLP Accounts
- Access to the Cisco License On-Prem (CLP) portal.
- The user accessing Cisco License Central (CLC) must have at least one of the following:
  - Smart Account User/Admin/Viewer
  - Virtual Account User/Admin/Viewer

Steps

Step 1: Log in to Cisco Software Central using your Cisco.com credentials.

Step 2: Under the Cisco License Central section, click Access Cisco License Central.

Step 3: Enter your Smart Account details or use the *search* function to locate the account linked to your CLP environment.

Step 4: Navigate to the left-hand menu, click the *Devices* tab, and select *Device Managers* under the *Device Connections* section.

Step Results: A list of all CLP accounts associated with the selected Smart Account will be displayed under the *Device Manager Name* column.



Note:

All Cisco License On-Prem (CLP) account-related details are consolidated on one dashboard:

- Virtual Account
- Device manager type Devices managed
- Licensing connection status
- Latest sync, etc.
- You may use the Filters option or the Search bar to locate a specific account.
- Additionally, you can click the Table Settings icon (gear icon) in the rightmost column to customize the visible columns.

Step 5: Apply a filter to set the Device Manager Type to *On-Prem account. Locate the specific CLP account you wish to rename, then click the three-dot icon in the rightmost column.*

Step 6: Select *Rename* from the dropdown menu.

Step Results: A *Rename the device manager* pop-up window will appear.

Step 7: Enter the new name for the device manager in the Device Manager Name field.

Step 8: Click *Rename*.

Step Results: The device manager will be renamed.

Troubleshooting

For External Customer/Partner Use Only: Follow these instructions to resolve your issue. If you need further assistance, please initiate a request for License Support via Cisco Support Case Manager.