

My plan

Introduction

In the My plan section, you can view current plans and purchase new ones.

General instructions for purchasing a subscription.

1. Open the section:

Moderator menu – Application settings – My plan – Licenses tab or another tab.

2. Select your country and plan.

3. Fill out the application. If details are filled in the Details tab, they will populate the card. If not, they will be saved after filling.

Note the item: Plan activation date. If no date is selected, the Plan will be activated automatically after funds are received. If a date is selected, the Plan will be activated on the specified date.

4. After completing the application, documents will be generated below:

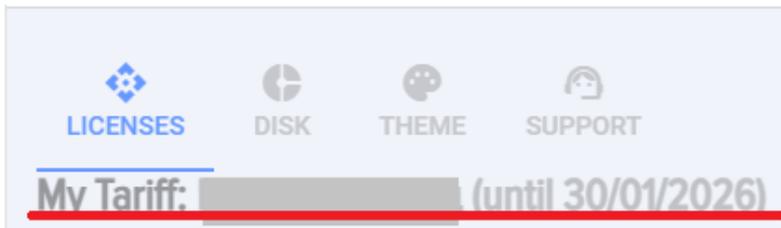
- For CIS countries:
 - For initial registration: contract, software license acceptance certificate, invoice;
 - For renewal: software license acceptance certificate, invoice.
- For other countries:
 - Invoice.

5. Pay the invoice. After payment, the Plan will be activated automatically (immediately if no date was specified in the Plan activation date field, or on the date selected in the Plan activation date field).

6. For CIS countries. Download the required documents, add your signature and stamp, and send scans to info@novus-hcm.com If necessary, documents can be exchanged via Diadoc or Sbis systems. Our organization ID: 2BM-7725783023-201310171120493577710000000000

Licenses

1. The current Plan is displayed at the top, as well as the additional Plan that will take effect after the current one ends (after the plus sign)



After initial installation - 3 months are provided free of charge and without restrictions.

2. To receive a 3-month subscription for a review:

- Leave a review about the application. For example, in the application marketplace.
- Apply for the Review for the app Plan.
- Send us a screenshot of your review via email (Info@novus-hcm.com or info@brusnika-solutions.com)
- We will activate your request.

Disk

In this section, you can purchase a subscription for Disk.

Theme

In this section, you can purchase a subscription for Theme.

Subaccounts

1. In this section, you can purchase a subscription for Subaccounts.

2. To receive a demo Plan for subaccounts "Training under one account for 1 month for up to 100 people":

- fill out and submit the application for the Plan;
- the Plan will be activated automatically.

Support

1. In this section, you can purchase support from the developers.

2. In this section, the "Data Migration" service is purchased. To purchase the service, select the "Developer consultation and support, 4 hours" Plan.

Details

In this tab, fill in the details that will be saved and used for future orders.

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